

R. 75-2007

RESOLUTION NO. 212885

MAR 27 1975

RESOLUTION REGARDING THE OPERATION OF THE  
SAN DIEGO HOUSING AND COMMUNITY DEVELOPMENT  
BLOCK GRANT SENIOR CITIZENS PROJECT BY THE  
HUMAN RESOURCES DEPARTMENT OF THE CITY OF  
SAN DIEGO.

WHEREAS, The City of San Diego, California, has entered into a contract with the United States Department of Housing and Urban Development (HUD) to carry out, within the City of San Diego a Housing and Community Development Block Grant Program; and

WHEREAS, the Housing and Community Development Block Grant Application was authorized by Resolution No. 212090 adopted by the Council of The City of San Diego on November 36, 1974; and

WHEREAS, the Housing and Community Development Block Grant Application designates The City of San Diego as the operating agency for the Senior Citizens Project, herein called "Project"; and

WHEREAS, the Grant Agreement referred to in the first recital herein provides grant funds for the operation of said Project; NOW, THEREFORE,

BE IT RESOLVED, by the Council of The City of San Diego, as follows:

1. That the City Manager of The City of San Diego be, and he is hereby authorized to assume full responsibility for the successful implementation and completion of Project in accordance with the Grant Agreement between The City of San Diego and HUD along with appurtenant regulations and in accordance with

the terms and conditions as they may apply as set forth in Document No. 750759, on file in the office of the City Clerk.

2. That the operation of Project and costs incurred thereto shall be no more liberal than policies, procedures and practices applied uniformly to both federally assisted and other activities of the City.

3. That the City shall operate Project in a manner consistent with the Project Work Program Cover Sheet, attached hereto as Exhibit A; Project Work Program, attached hereto as Exhibit B; and the itemized Program Budget, attached hereto as Exhibit C.

4. That the City Auditor and Comptroller be and he is hereby authorized to transfer the sum of \$153,750, which includes the budgeted allocation for the months of January, 1975 through March, 1975 of \$37,500 as authorized by Resolution No. 212326 adopted December 26, 1974, and for the months of April, 1975 through December, 1975, of \$116,250, from the Housing and Community Development Block Grant Fund 2910 of The City of San Diego to Fund 26661 of the Human Resources Department of The City of San Diego to be used by said Department and accounted for separately, solely and exclusively for the purpose of providing funds for the operation of Project.

APPROVED: JOHN W. WITT, City Attorney

JKR:lc  
614x666  
3/21/75  
Aud.Cert.#6481  
Or.Dept.:Prog.  
Dev.&Admin.

By   
John K. Riess, Deputy

SENIOR CITIZENS PROJECT

Project Work Program Cover Sheet

Scope of Services to be Provided:

The City Human Resources Department agrees to maintain a contract with the Senior Citizens Federation for employment of at least eighteen (18) senior aids and the training of staff for a minimum of four (4) hours per month.

A. Maintain a recreation program for citizens at home for forty-eight (48) senior citizens minimum.

B. Provide individual and family counseling on an on-going basis for twenty (20) individuals and five (5) families per month.

C. Provide supportive services to include:

1. Legal referral for five (5) monthly.
2. Transportation by staff for twenty (20).
3. Assist in acquiring medical services for ten (10).

D. Continue Meals-On-Wheels with plans to provide three thousand (3,000) meals monthly through the Senior Citizens Federation staff.

E. Center recreation to include:

1. Community trips - eight (8) per month.
2. Dancing sessions - eight (8) per month.
3. Group quiet and semi-active games - twenty (20) per month.
4. Ceramics classes - eight (8) per month.
5. Arts and crafts - eight (8) per month.
6. Sewing classes - eight (8) per month.

F. Speaking engagements - one (1) monthly.

G. Informational workshop on Project activities - one (1) per month.

**EXHIBIT A**

Citizen Advisory Committee

City shall be required to maintain a project advisory board composed of at least two-thirds (2/3) Target Area residents. Projects partially funded by Block Grant will have a proportionate number of Target Area residents on the advisory board.

BLOCK GRANT PROGRAM - CITY OF SAN DIEGO  
 PROJECT WORK PROGRAM

Planned -----  
 Actual -----

PROJECT SENIOR CITIZENS  
 OPERATING AGENCY CITY HUMAN RESOURCES DEPARTMENT  
 PROJECT NO. SDBG-S-1

PROJECT ELEMENTS/SUB-PROJECTS KEY ACTIVITIES	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter		
	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.			
I. Maintain contract with Senior Citizens Federation for employment for at least eighteen (18) senior aides.												
A. Part-time staff training												
II. Maintain home recreation.												
III. Provide counseling.												
A. Individual.												
B. Family.												
IV. Supportive services to include:												
A. Legal referral.												
B. Transportation by staff.												
C. Assist in acquiring medical services.												
D. Telephone reassurance.												
V. Continue Meals on Wheels with plans to provide meals with Senior Citizens staff.												
VI. Center recreation.												
A. Community trips.												
B. Dancing sessions.												
C. Group quiet and semi-active games.												
D. <small>Senior Citizens</small> Classes												

**EXHIBIT B**

BLOCK GRANT PROGRAM - CITY OF SAN DIEGO  
PROJECT WORK PROGRAM

Planned ----- PROJECT SENIOR CITIZENS  
Actual ----- OPERATING AGENCY CITY HUMAN RESOURCES DEPARTMENT  
PROJECT NO. SDBG-S-1

PROJECT ELEMENTS/SUB-PROJECTS KEY ACTIVITIES	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter		
	April	May	June	July	Aug	Sept	Oct	Nov	Dec			
VI. (Cont'd.)												
E. Arts and crafts.												
F. Sewing classes.												
VII. Workshop sessions.												
A. Speaking engagements.												
B. Center Advisory Board Meeting.												
VIII. Termination of Block Grant's role in project.												
A. Terminate project services.												
B. Terminate staff except Director and/or one other key person.												
C. Utilize all accumulated vacation time.												
D. Institute detailed project closeout procedures outlined in Chapter II, Section 4.06.00 of Operating Agency Manual, edited 1975.												
E. Terminate remaining staff.												

These procedures are mandatory unless the agency is given official notice before November 30, 1975 by the City that the project will be funded beyond December 31, 1975 or unless the agency furnishes the Block Grant Program by November 30, 1975 with a written certification that other funds will be available to sustain project operations beyond December 31, 1975. In the event that neither of the above events occur, and the project is to be terminated December 31, 1975, there will be no project services during December, 1975.

BLOCK GRANT PROGRAM - CITY OF SAN DIEGO  
PERFORMANCE STANDARDS

PROJECT SENIOR CITIZENS PROJECT NO. SDBG-S-1  
 OPERATING AGENCY CITY HUMAN RESOURCES DEPARTMENT

PROJECT ELEMENTS/SUB-PROJECTS OUTPUT MEASURES	MONTHLY PERFORMANCE STANDARDS													
	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.					
I. Maintain contract with Senior Citizens Federation for employment for at least eighteen (18) senior aides.	18	18	18	18	18	18	18	18	18	18	18			
A. Part-time staff training.														
1. Hours/month	4	4	4	4	4	4	4	4	4	4	4			
II. Maintain home recreation.														
A. Senior Citizens participating.	48	48	48	48	48	48	48	48	48	48	48			
III. Provide counseling.														
A. Individual.	48	48	48	48	48	48	48	48	48	48	48			
B. Family.	5	5	5	5	5	5	5	5	5	5	5			
IV. Supportive services to include:														
A. Legal referral	5	5	5	5	5	5	5	5	5	5	5			
B. Transportation by staff.	20	20	20	20	20	20	20	20	20	20	20			
C. Assist in acquiring medical services.	10	10	10	10	10	10	10	10	10	10	10			
D. Telephone reassurance.	50	50	50	50	50	50	50	50	50	50	50			
V. Continue Meals on Wheels with plans to provide meals with Senior Citizens staff.	3000	3000	3000	3000	3000	3000	3000	3000	3000	3000	3000			
VI. Center recreation.														
A. Community trips/month.	8	8	8	8	8	8	8	8	8	8	8			
B. Dancing sessions.	8	8	8	8	8	8	8	8	8	8	8			
C. Group quiet and semi-active games daily	20	20	20	20	20	20	20	20	20	20	20			





BLOCK GRANT PROGRAM - CITY OF SAN DIEGO  
 PROJECT PROGRESS REPORT

Page 1 of 2 Pages  
 Month of \_\_\_\_\_  
 Months to Date \_\_\_\_\_

PROJECT SENIOR CITIZENS  
 OPERATING AGENCY CITY HUMAN RESOURCES DEPARTMENT

PROJECT NO. SDBG-S-1

PROJECT ELEMENTS/SUB-PROJECTS OUTPUT MEASURES	Unit	Month		To Date		REMARKS
		Plan	Actual	Plan	Actual	
I. Maintain contract with Senior Citizen Federation for employment for at least eighteen (18) senior aides. A. Part-time staff training. 1. Hours/month	Indiv.					
II. Maintain home recreation. A. Senior Citizens participating	Hours					
III. Provide counseling. A. Individual. B. Family	Participants					
IV. Supportive services to include: A. Legal referral B. Transportation by staff C. Assist in acquiring medical services D. Telephone reassurance	Indiv. Indiv. Calls					
V. Continue Meals on Wheels with plans to provide meals with Senior Citizens staff	Meals					
VI. Center recreation A. Community trips/month B. Dancing sessions	Trips Classes					

BLOCK GRANT PROGRAM - CITY OF SAN DIEGO  
PROJECT PROGRESS REPORT

Page 2 of 2 Pages  
Month of \_\_\_\_\_  
Months to Date \_\_\_\_\_

PROJECT \_\_\_\_\_ SENIOR CITIZENS  
OPERATING AGENCY \_\_\_\_\_ CITY HUMAN RESOURCES DEPARTMENT

PROJECT NO. SDBG-S-1

PROJECT ELEMENTS/SUB-PROJECTS OUTPUT MEASURES	Unit	Month		To Date		REMARKS
		Plan	Actual	Plan	Actual	
VI. (Cont'd.)						
C. Group quiet and semi-active games daily	Indiv.					
D. Ceramics classes	Classes					
E. Arts and crafts	Classes					
F. Sewing classes	Classes and Indiv.					
VII. Workshop						
A. Sessions/month	Sessions					
B. Hours/month	Hours					
C. Persons/session	Indiv.					
VIII. Speaking engagements	Engagements					
A. Advisory Board meeting	Meeting					







BLOCK GRANT PROGRAM - CITY OF SAN DIEGO

PROJECT NAME SENIOR CITIZEN PROGRAM  
 OPERATING AGENCY CITY HUMAN RESOURCES DEPARTMENT

PROJECT NUMBER SDBG-S-1  
 QUARTER \_\_\_\_\_ to \_\_\_\_\_

STATUS OF GRANT APPLICATIONS

Please include all grants that are pending from previous months

Agency and Program to whom applied	Application or Pre-Application	Amount Requested	Date Submitted	Purpose of Requested Funds	Status: (Approval, Disapproval, Pending)	Amount Received and time period of Grant

BLOCK GRANT PROGRAM - CITY OF SAN DIEGO

PROJECT NAME SENIOR CITIZENS PROGRAM PROJECT NO. SDBG-S-1  
 OPERATING AGENCY CITY HUMAN RESOURCES DEPARTMENT MONTH \_\_\_\_\_

RESIDENT EMPLOYMENT AND TRAINING

		Full-time	Part-time			
<b>Total Employees</b>		_____	_____	<b>Total Para-Professionals</b>		
Number of Target Area residents	_____	_____	_____	Number of Target Area residents	_____	_____
Number of ethnic minorities	_____	_____	_____	Number of ethnic minorities	_____	_____
Number of women	_____	_____	_____	Number of women	_____	_____
Number of Viet Nam era veterans	_____	_____	_____	Number of Viet Nam era veterans	_____	_____
<b>Total Professionals</b>		_____	_____	<b>Training</b>		
Number of Target Area residents	_____	_____	_____	Number receiving in-service training	_____	_____
Number of ethnic minorities	_____	_____	_____	Number utilizing release time for education	_____	_____
Number of women	_____	_____	_____			
Number of Viet Nam era veterans	_____	_____	_____			
<b>Total Clerical</b>		_____	_____	<b>Professional Para-Prof Clerical</b>		
Number of Target Area residents	_____	_____	_____			
Number of ethnic minorities	_____	_____	_____			
Number of women	_____	_____	_____			
Number of Viet Nam era veterans	_____	_____	_____			

BLOCK GRANT PROGRAM - CITY OF SAN DIEGO  
 QUARTERLY PARTICIPANT/BENEFICIARY REPORT  
 PART I

PROJECT SENIOR CITIZENS PROGRAM PROJECT NO. SDBG-S-1

OPERATING AGENCY CITY HUMAN RESOURCES DEPARTMENT Months      To     

Profile of Clients	Supportive Services	Center Recreation	Counseling	Meals on Wheels
Sex				
Female				
Male				
Age				
Below 50				
50-60				
60-70				
70-80				
80-90				
Over 90				
Ethnic Background				
Black				
Mexican/American				
Caucasian				
American Indian				
Asian				
Filipino				
Other				
Below poverty level				
Above poverty line				
Total by Service				
Total Unduplicated Count				



BLOCK GRANT PROGRAM - CITY OF SAN DIEGO  
 Quarterly Citizen Participation Performance Standard

PROJECT SENIOR CITIZEN PROGRAM

OPERATING AGENCY CITY HUMAN RESOURCES DEPARTMENT

	First	Second	Third	Fourth
Number of Meetings:				
Average number of Target Area Residents in attendance per meeting				
Average number of Board members in attendance per meeting:				

NARRATIVE

Significant decisions and/or inputs the Board made during the quarter.

OPERATING AGENCY City Human Resources Department			PROJECT Senior Citizen Program 9520-2014				
Community Development Block Grant Project Budget			PROGRAM CATEGORY Recreation & Culture				
CONTRACT PERIOD FROM: 1/1/75 TO: 12/31/75			<input type="checkbox"/> ORIGINAL SUBMISSION <input checked="" type="checkbox"/> REVISION NO. 1				
	PRIOR YEARS CDBG FUNDS (1)	CURRENT APPROVED BUDGET CDBG FUNDS (2)	CD Block GRANT (3)	REQUESTED FUNDS			TOTAL (Col. 2 & 3) (5)
				FEDERAL (4a)	STATE (4b)	LOCAL (4c)	
PERSONNEL EXPENSE		15,249	47,399				62,648
NON-PERS. EXPENSE		22,251	68,851				91,102
OUTLAY EQUIPMENT PROPERTY ACQUIS. CONSTRUCTION							
OUTLAY TOTAL							
SUB-TOTAL - NON-PERS. EXP. & OUTLAY		22,251	68,851				91,102
GRAND TOTAL		37,500	116,250				153,750
TOTAL LOCAL SHARE BREAKDOWN BY:				CASH		X	
				IN-KIND			

NOTES:

DC

# EXHIBIT C

REVIEW AND APPROVAL		AUTHORIZATION	
<i>Henry Fiddle</i> OPERATING AGENCY DIRECTOR	3-20-75 DATE	<i>James A. [unclear]</i> CDBG COORDINATOR	3/20/75 DATE
<i>Don V. Hansen</i> Program Development	3-20-75 DATE	<i>[unclear]</i> BUDGET DIRECTOR	3-21-75 DATE
<i>Dean P. Quinn</i> Budget Analyst	3/20/75 DATE		

<b>OPERATING AGENCY</b> City Human Resources Department			<b>PROJECT</b> Senior Citizen Program 9520-2014				
<b>BUDGET EXHIBIT FOR OPERATING AGREEMENT</b>			<b>PROGRAM CATEGORY</b> Recreation & Culture				
<b>CONTRACT PERIOD</b> FROM: 1/1/75 TO: 12/31/75			<input type="checkbox"/> ORIGINAL SUBMISSION <input checked="" type="checkbox"/> REVISION NO. <u>1</u>				
COST CATEGORY	PRIOR YEARS CDBG FUNDS (1)	CURRENT APPROVED BUDGET CDBG FUNDS (2)	CD Block GRANT (3)	REQUESTED FUNDS			TOTAL (Col. 2 & 3) (5)
				FEDERAL (4a)	STATE (4b)	LOCAL (4c)	
PERSONNEL EXPENSE		15,249	47,399				62,648
NON-PERS. EXP. & OUTLAY		22,251	68,851				91,102
GRAND TOTAL		37,500	116,250				153,750
TOTAL LOCAL SHARE BREAKDOWN BY:				CASH			
				IN-KIND			

NOTES:

*du*

## POSITION AND SALARY SCHEDULE

FUND	FUNCTION	DEPT. NO.	DEPARTMENT NAME				DATE	FISCAL YEAR
2910	Senior Citizen Program	9520 2014	City Human Resources Department				4/1/75	1975
SALARY RATE	POSITION TITLE	POSITION QUOTA				AVERAGE SALARY FOR POSITION	SALARIES	
		PRIOR YR. BUDGET	CURRENT BUDGET	PROPOSED BUDGET	FINAL BUDGET		CURRENT BUDGET	PROPOSED BUDGET
PRESENT	PROPOSED							
	Social Program Specialist II			1.000		17,292	17,292	
	Center Recreation Director			1.000		10,643	10,643	
	Intermediate Steno			1.000		8,997	8,997	
	Jr. Recreation Leader			<u>2.000</u>		7,885	<u>15,770</u>	
	Total Full Time			5.000			52,702	

*lgm*

# ANNUAL BUDGET REQUEST

DEPT. ACTIVITY & DESCRIPTION	ACCT. NO.	PRIOR YEARS ACTUAL EXPENSE		CURRENT YEAR BUDGET	TO DATE ACTUAL EXPENDITURES	EST. TOTAL EXPENDITURES	DEPARTMENTAL BUDGET REQUEST	PRELIMINARY BUDGET	FINAL BUDGET
<b>Personnel Expense</b>									
Salaries & Wages	1151			12,822			39,880	52,702	
Retirement	2150			1,410			4,387	5,797	
Social Security	2152			750			2,333	3,083	
Comp. Insurance	2424			30			90	120	
Group Insurance	2425			237			709	946	
<b>Total Personnel Expense</b>				<b>15,249</b>			<b>47,399</b>	<b>62,648</b>	
<b>Non-Personnel Expense</b>									
Transportation	3210			480			1,440	1,920	
Postage	3211			24			76	100	
Telephone	3212			225			675	900	
Xerox	3236			60			45	105	
Utilities	3241			105			315	420	
Repairs of Equip.	3251			45			45	90	
Misc. Contr. Services	3299			20,847			80,355	101,202	
Office Supplies	3301			180			315	495	
Janitor Supplies	3311			90			180	270	
Recreation Supplies	3316			165			315	480	
Unclass. Materials	3399			30			90	120	
Unclass. Fixed Charges	3499			-			(15,000)	(15,000)	
<b>Total Non-Personnel</b>				<b>22,251</b>			<b>68,851</b>	<b>91,102</b>	
<b>Total Activity</b>				<b>37,500</b>			<b>116,250</b>	<b>153,750</b>	

USE WHEN ENTRIES ON FORM DP-103, ANNUAL BUDGET REQUEST, REQUIRE EXPLANATION  
SEE BUDGET MANUAL FOR PREPARATION INSTRUCTIONS

(A) 3 month approved budget        \$1,410  
(B) 9 month budget  
Gross salareis \$39,880 x 11% = \$4,387  
Total Budget        \$5,797

*Rm*

FISCAL YEAR	OBJECT ACCOUNT TITLE	DEPT./ACTIVITY NO.	OBJ. ACCT. NO.
1975	Retirement	9520-2014	2150

**OBJECT ACCOUNT BUDGET EXPLANATION**

USE WHEN ENTRIES ON FORM DP-103, ANNUAL BUDGET REQUEST, REQUIRE EXPLANATION  
SEE BUDGET MANUAL FOR PREPARATION INSTRUCTIONS

(A) 3 month approved budget           \$ 750  
(B) 9 month budget  
Gross salaries \$39,880 x 5.85% = \$2,333  
Total Budget                           \$3,083

FISCAL YEAR	OBJECT ACCOUNT TITLE	DEPT./ACTIVITY NO.	OBJ. ACCT. NO.
1975	Social Security	9520-2014	2152

**OBJECT ACCOUNT BUDGET EXPLANATION**

USE WHEN ENTRIES ON FORM DP-103, ANNUAL BUDGET REQUEST, REQUIRE EXPLANATION  
SEE BUDGET MANUAL FOR PREPARATION INSTRUCTIONS

(A) 3 month approved budget           \$237  
(B) 9 month budget  
Gross salaries \$39,880 x 1.78% = \$709  
Total Budget                           \$946

FISCAL YEAR	OBJECT ACCOUNT TITLE	DEPT./ACTIVITY NO.	OBJ. ACCT. NO.
1975	Group Insurance	9520-2014	2425

**OBJECT ACCOUNT BUDGET EXPLANATION**



USE WHEN ENTRIES ON FORM DP-103, ANNUAL BUDGET REQUEST, REQUIRE EXPLANATION  
SEE BUDGET MANUAL FOR PREPARATION INSTRUCTIONS

(A) 3 month approved budget	\$ 480
(B) 9 month budget	
Transportation allowance for 3 employees is estimated @ 941 miles per month x 17¢ a mile x 9 months =	<u>\$1,440</u>
Total for 12 months	\$1,920

FISCAL YEAR	OBJECT ACCOUNT TITLE	DEPT./ACTIVITY NO.	OBJ. ACCT. NO.
1975	Transportation	9520-2014	3210

**OBJECT ACCOUNT BUDGET EXPLANATION**

USE WHEN ENTRIES ON FORM DP-103, ANNUAL BUDGET REQUEST, REQUIRE EXPLANATION  
SEE BUDGET MANUAL FOR PREPARATION INSTRUCTIONS

(A) 3 month approved budget \$225  
(B) 9 month budget  
Estimated @ \$75/month x 9 months = \$675  
Total Budget \$900

FISCAL YEAR	OBJECT ACCOUNT TITLE	DEPT./ACTIVITY NO.	OBJ. ACCT. NO.
1975	Telephone	9520-2014	3212

OBJECT ACCOUNT BUDGET EXPLANATION

USE WHEN ENTRIES ON FORM DP-103, ANNUAL BUDGET REQUEST, REQUIRE EXPLANATION  
SEE BUDGET MANUAL FOR PREPARATION INSTRUCTIONS

(A)	3 month approved budget	\$ 20,847
(B)	9 month budget	
(1)	Senior Citizen Employees:	
	<u>April 1 - June 30, 1975</u>	
	19 employees x 15 hrs/week x 13 weeks @ \$2.63/hr = 9,744	
	2 cooks x 35 hrs/week x 13 weeks @ \$3.00/hr = <u>2,730</u>	
	Gross salaries April 1 - June 30, 1975	12,474
	<u>July 1, 1975 - Dec. 31, 1975</u>	
	19 employees x 15 hrs/week x 26 weeks @ \$2.76/hr = 20,452	
	2 cooks x 35 hrs/week x 26 weeks @ \$3.15/hr = <u>5,733</u>	
	Gross salaries July 1 - Dec. 31, 1975	<u>26,185</u>
	Gross salaries for Senior Citizen contractual employees	38,659
	Social Security: Gross salaries \$38,659 x 5.85% =	2,262
	State Unemployment Ins: Gross salaries \$38,659 x 3.7% =	1,430
	Employer's Workmen's Compensation: \$111/month x 9 months =	999
(2)	Transportation: 1500/miles per month x \$.12 x 9 months =	1,620
(3)	Rent: 2833 National Ave, \$130/month x 9 months =	1,170
	1846 Logan Avenue, \$200/month x 9 months =	1,800
(4)	Product Liability Insurance: \$42/month x 9 months =	378
(5)	Recreation Excursions: Rental of 36 buses x \$50 each =	1,800
(6)	Accountant: \$100/month x 9 months =	900
(7)	Hot Meals:	
	a) Food products for consumption by senior citizens	
	\$1,593 x 9 months =	14,337
	b) Additional funds for food products raised by sale	
	of meals to senior citizens. Appropriated to the	
	federation at the rate of \$5,000 every 3 months.	
	\$5,000 x 3 =	15,000
	Revenues received in excess of the \$5,000 each	
	quarter for food sales can also be utilized for	
	expenses incurred during the operation of the	
	hot meals program.	<u>80,355</u>
	Total Budget	\$101,202

FISCAL YEAR	OBJECT ACCOUNT TITLE	DEPT./ACTIVITY NO.	OBJ. ACCT. NO.
1975	Miscellaneous Contractual Services	9520-2014	3299

**OBJECT ACCOUNT BUDGET EXPLANATION**

USE WHEN ENTRIES ON FORM DP-103, ANNUAL BUDGET REQUEST, REQUIRE EXPLANATION  
SEE BUDGET MANUAL FOR PREPARATION INSTRUCTIONS

(A) Approved 3 month budget ---

(B) 9 month budget

This account reflects revenues deposited in the City treasury from the sale of meals received during the operation of the hot meals program. Meal revenue should total at least \$5,000 every three months.

Any revenue received in excess of this amount can also be utilized for expenses incurred during the operation of the hot meals program. This account for food revenue will offset the additional amount budgeted in account 3299 for food for the hot meals program.

$\$(5,000) \times 3 = \underline{\$(15,000)}$

Total Budget  $\$(15,000)$

FISCAL YEAR	OBJECT ACCOUNT TITLE	DEPT./ACTIVITY NO.	OBJ. ACCT. NO.
1975	Unclassified Fixed Charges	9520-2014	3499

OBJECT ACCOUNT BUDGET EXPLANATION

**BLOCK GRANT PROGRAM - CITY OF SAN DIEGO**  
**Estimated Monthly Expenditure Schedule**  
**Block Grant Funds**

PROJECT Senior Citizens Program 9520-2014  
 OPERATING AGENCY City Human Resources Department

DESCRIPTION	ACCT. NO.	APPROVED MONTH BUDGET	MONTHS												TOTAL BUDGET	
			4	5	6	7	8	9	10	11	12					
<b>Personnel Expense</b>																
Salaries & Wages	1151	12,822	4,298	4,339	4,339	4,484	4,484	4,484	4,484	4,484	4,484	4,484	4,484	4,484	4,484	52,702
Retirement	2150	1,410	473	477	477	493	493	493	493	493	493	493	493	493	495	5,797
Social Security	2152	750	251	255	255	262	262	262	262	262	262	262	262	262	262	3,083
Comp. Ins.	2424	30	10	10	10	10	10	10	10	10	10	10	10	10	120	120
Group Ins.	2425	237	79	79	79	79	79	79	79	79	79	79	79	77	946	946
<b>Total Personnel Exp.</b>		<b>15,249</b>	<b>5,111</b>	<b>5,160</b>	<b>5,160</b>	<b>5,328</b>	<b>5,328</b>	<b>5,328</b>	<b>5,328</b>	<b>5,328</b>	<b>5,328</b>	<b>5,328</b>	<b>5,328</b>	<b>5,328</b>	<b>62,648</b>	
<b>Non-Personnel Exp.</b>																
Transportation	3210	480	160	160	160	160	160	160	160	160	160	160	160	160	160	1,920
Postage	3211	24	9	9	9	8	8	8	8	8	8	8	8	8	8	100
Telephone	3212	225	75	75	75	75	75	75	75	75	75	75	75	75	75	900
Xerox	3236	60	5	5	5	5	5	5	5	5	5	5	5	5	105	105
Utilities	3241	105	35	35	35	35	35	35	35	35	35	35	35	35	420	420
Repairs of Equip.	3251	45	5	5	5	5	5	5	5	5	5	5	5	5	90	90
Mis. Cont. Services	3299	20,847	12,111	7,111	7,111	12,337	7,337	7,337	7,337	12,337	7,337	7,337	7,337	7,337	101,202	455
Office Supplies	3301	180	35	35	35	35	35	35	35	35	35	35	35	35	433	270
Janitor Supplies	3311	90	20	20	20	20	20	20	20	20	20	20	20	20	240	270
Recreation Supplies	3316	165	35	35	35	35	35	35	35	35	35	35	35	35	430	430
Unclass. Materials	3399	30	10	10	10	10	10	10	10	10	10	10	10	10	120	120
Unclass. Fixed Chrg	3499	--	(1,667)	(1,667)	(1,666)	(1,667)	(1,667)	(1,667)	(1,666)	(1,667)	(1,667)	(1,667)	(1,666)	(1,666)	(15,000)	
<b>Total Non-Personnel</b>		<b>22,251</b>	<b>10,833</b>	<b>5,833</b>	<b>5,834</b>	<b>11,059</b>	<b>6,058</b>	<b>6,059</b>	<b>6,059</b>	<b>11,058</b>	<b>6,058</b>	<b>6,059</b>	<b>6,059</b>	<b>6,059</b>	<b>91,102</b>	
<b>Total Activity</b>		<b>37,500</b>	<b>15,944</b>	<b>10,993</b>	<b>10,994</b>	<b>16,387</b>	<b>11,386</b>	<b>11,387</b>	<b>11,387</b>	<b>16,386</b>	<b>11,386</b>	<b>11,387</b>	<b>11,387</b>	<b>11,387</b>	<b>155,750</b>	<i>OK</i>

**CERTIFICATE OF CITY AUDITOR AND COMPTROLLER**

**CERTIFICATION OF UNALLOTTED BALANCE**

I HEREBY CERTIFY that the money required for the allotment of funds for the purpose set forth in the foregoing resolution is available in the Treasury, or is anticipated to come into the Treasury, and is otherwise unallotted.

Amount \$ \_\_\_\_\_ Fund \_\_\_\_\_

Purpose \_\_\_\_\_

'75 MAR 20 AM 8 05

Auditor and Comptroller of  
The City of San Diego, Calif.

Date \_\_\_\_\_, 19 \_\_\_\_\_

By \_\_\_\_\_

**CERTIFICATION OF UNENCUMBERED BALANCE**

I HEREBY CERTIFY that the indebtedness and obligation to be incurred by the contract or agreement authorized by the hereto attached resolution, can be incurred without the violation of any of the provisions of the Charter of the City of San Diego; and I do hereby further certify, in conformity with the requirements of the Charter of the City of San Diego, that sufficient moneys have been appropriated for the purpose of said contract, that sufficient moneys to meet the obligations of said contract are actually in the Treasury, or are anticipated to come into the Treasury, to the credit of the appropriation from which the same are to be drawn, and that the said moneys now actually in the Treasury, together with the moneys anticipated to come into the Treasury, to the credit of said appropriation, are otherwise unencumbered.

Not to exceed \$ 116,250.00 (See 13 6479 for 1472)

*W. S. Sage*

Dated March 18, 19 75

Auditor and Comptroller of  
The City of San Diego, Calif.

BY C. N. Hasegawa

Job Order  
Resolution No.

Fund 2910 Dept./Activity 9520 Object 3299 Project No. 2014

Purpose To provide services to upgrade standards of health, nutrition & human needs for senior citizens and shut-ins within Model Neighborhood area - contract period 4/1/75 through 12/31/75 contingent upon approval of Community Dev. Block Grant Project  
Vendor Human Resources Int.

CERTIFICATE NO. 6181

Passed and adopted by the Council of The City of San Diego on MAR 27 1975,  
 by the following vote:

Councilmen	Yeas	Nays	Excused	Absent
Gil Johnson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maureen F. O'Connor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Lee Hubbard	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leon L. Williams	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Floyd L. Morrow	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Bob Martinet	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jim Ellis	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jess D. Haro	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mayor Pete Wilson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

AUTHENTICATED BY:

PETE WILSON  
 Mayor of The City of San Diego, California.

EDWARD NIELSEN  
 City Clerk of The City of San Diego, California.

By Kathleen Martinez, Deputy.

(Seal)

RECEIVED  
 1975 MAR 26 PM 4:55  
 SAN DIEGO, CALIF.

Office of the City Clerk, San Diego, California	
Resolution Number <b>212885</b>	Adopted <b>MAR 27 1975</b>