

## **MEMORANDUM**

**TO:** Claire Powell, City Manager

**FROM:** Stacie Anaya, Director of Parks and Recreation

**DATE:** March 30, 2023

**SUBJECT: Approval of a Facility Use Agreement between the City of Lewisville and SPAN Incorporated; and Authorization for the City Manager to Execute the Agreement.**

### **BACKGROUND**

Thrive includes space for a kitchen prep area and small office space, to accommodate a meal delivery service and congregate meal program for Lewisville seniors. SPAN Incorporated is a member of the Meals on Wheels (MOW) program for the Denton County area and provides nutritious meals to Lewisville seniors age 60 and older through meal delivery service, congregate meals, as well as offering nutrition education seminars. The goal of the program is to promote the health, safety, and welfare by providing nutritious meals to Lewisville senior citizens aged 60 and older. The consideration of the mutual efforts is to support the growth of and improve the quality of life in the City. MOW also provides funding, leadership, education, research and advocacy support to empower its local members programs to strengthen their communities. MOW has provided meals services for Lewisville seniors for approximately twenty years utilizing the previous senior center and Thrive.

### **ANALYSIS**

SPAN Incorporated seeks to formalize its relationship with the City of Lewisville through a Facilities Use Agreement for the use of the designated kitchen prep and office area at Thrive to offer the Meals on Wheels Program for Lewisville residents. SPAN will provide meals for Lewisville seniors to be delivered to their homes or served as a congregate meal at Thrive. Meals for qualifying seniors age 60 and over, who are residents and visitors of Lewisville will not be charged but may have a suggested donation for congregate meals. Adults under age 60, who are residents and visitors of Lewisville can receive a meal for \$6 per meal.

Per the agreement, the City will provide the kitchen area at Thrive for SPAN for meal preparation Monday – Friday 8 a.m. to 1 p.m. and congregate meal space in the Thrive Senior lounge. SPAN will also conduct monthly Nutrition Information Programs for seniors in one or more of the Dogwood conference rooms at Thrive.

### **CITY STAFF'S RECOMMENDATION**

That the City Council approve the agreement as set forth in the caption above; and authorize the City Manager to execute the agreement.