



## Legislation Text

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File #: 20-408, Version: 1

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### Memorandum

**Date:** May 5, 2020

**To:** The Honorable Moke Simon, Chair, Lake County Board of Supervisors

**From:** Carol J. Huchingson, County Administrative Officer

**Subject:** (Continued from April 28, 2020) Consideration of an Urgency Ordinance Establishing Temporary Safety Protocols upon the Reopening of County Facilities to the Public during the Ongoing COVID-19 State of Emergency

**Executive Summary:** (include fiscal and staffing impact narrative):

On April 28, 2020, your Board gave consideration to a draft Urgency Ordinance which, if adopted, would require the public to wear masks when in County facilities under the same conditions required of County employees by the temporary policy (see attachment) your Board enacted on April 21, 2020. Staff took your comments and made revisions to the draft, which is back before your Board for consideration today.

Based on the input of your Board, if this Urgency Ordinance is adopted, a supply of masks would be placed, for the public to access, at the front entrance of each County facility. Signage reminding the public of the requirements for masking would be placed in prominent locations throughout the public areas of all facilities.

Cost and availability of masks is varying considerably as we move through the COVID-19 crisis. For the Lake County Courthouse alone, we estimate foot traffic of approximately 1,000 persons each month. Based on what we currently have on hand, this location could be supplied with masks for as long as 8 weeks, provided there are no other demands for that supply. Depending on the status of the disaster at that time, restocking may prove difficult given the degree of stockpiling that seems to have become the norm.

If this Urgency Ordinance is adopted, numerous additional County facilities will also supply masks to the public and it is difficult to project the number that would be needed and the resulting costs. Using the DSS Director's projections for her busiest office, there is need for as many as 5,000 masks for the public each month in just that one location. At this time, the least expensive cost for masks staff has found, is approximately \$0.38 each when purchased in volume, for the type pictured in the attachment.

Using, as an example, what is likely our two most heavily trafficked facilities, the Courthouse and the

busiest DSS facility, with an estimated total of 6,000 persons in/out, our out-of-pocket cost to provide masks to the public is estimated at \$2,500 per month, with tax and shipping. For the purpose of expanding upon this estimate, if we assume an additional 4,000 persons are in/out of all other County facilities in a given month, our total out-of-pocket cost would be in excess of \$4,000 per month. If the County qualifies for reimbursement by FEMA and CDAA for this expense, we may be reimbursed later for all but approximately 6.25% of the total cost.

**If not budgeted, fill in the blanks below only:**

Estimated Cost: \_\_\_\_\_ Amount Budgeted: \_\_\_\_\_ Additional Requested: \_\_\_\_\_ Future Annual Cost: \_\_\_\_\_

**Consistency with Vision 2028 and/or Fiscal Crisis Management Plan** (check all that apply):

- |   |   |  |  |
|---|---|--|--|
| <input checked="" type="checkbox"/> Well-being of Residents | <input checked="" type="checkbox"/> Public Safety     | <input type="checkbox"/> Infrastructure              | <input type="checkbox"/> Not applicable      |
| <input type="checkbox"/> Economic Development               | <input checked="" type="checkbox"/> Disaster Recovery | <input checked="" type="checkbox"/> County Workforce | <input type="checkbox"/> Technology Upgrades |
| <input checked="" type="checkbox"/> Community Collaboration | <input type="checkbox"/> Business Process Efficiency  | <input type="checkbox"/> Clear Lake                  | <input type="checkbox"/> Revenue Generation  |
|   |   |  | <input type="checkbox"/> Cost Savings        |

**If request for exemption from competitive bid in accordance with County Code Chapter 2 Sec. 2-38, fill in blanks below:**

Which exemption is being requested?  
How long has Agreement been in place?  
When was purchase last rebid?  
Reason for request to waive bid?

**Recommended Action:**

**Direction to staff, or**

**Adopt an Urgency Ordinance Establishing Temporary Safety Protocols upon the Reopening of County Facilities to the Public during the Ongoing COVID-19 State of Emergency.**