



Legislation Text

File #: 20-1108, Version: 1

Memorandum

Date: November 17, 2020

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

From: Carol J. Huchingson, County Administrative Officer

Subject: (a) Discussion and Possible Direction to Staff Regarding Friday Closures;
(b) Consideration of a Resolution Extending Friday Closures through March 31, 2021, in Light of COVID-19 and Expected Effects of the 2020-21 Flu Season

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

When this item was originally brought to your Board, Tuesday, November 3, 2020, you expressed, by consensus, a desire for County offices to fully resume normal business hours, Monday-Friday, 8am-5pm, as of April 1, 2021. Additionally, one Supervisor proposed a concept that Departments otherwise closed to the public on Fridays assign one staff person to provide basic customer service on Fridays beginning January 8, 2021 (Friday, January 1, 2021 is New Year's Day, a County holiday). Your Board seemed to generally support this concept, as well.

Finally, your Board noted an incorrect date appeared in the "WHEREAS" section of the proposed Resolution. That has been corrected. The initial six-month "Friday Closures" pilot was approved August 28, 2018 (Resolution 2018-118). Your Board previously extended the authority granted by that Resolution: March 12, 2019 (Resolution No. 2019-35); September 10, 2019 (Resolution No. 2019-136); March 10, 2020 (Resolution No. 2020-25); June 23, 2020 (Resolution No. 2020-79); and August 4, 2020 (Resolution No. 2020-103).

Your requested corrections and additions are incorporated in the Resolution attached for your consideration.

For your reference, the November 3 Memo can be found here:

<https://countyoflake.legistar.com/ViewReport.ashx?M=R&N=Text&GID=407&ID=4102206&GUID=9E69FF98-32AB-40F0-AA38-D75187729262&Title=Legislation+Text>

The Draft Resolution presented at that meeting is accessible here:

<https://countyoflake.legistar.com/View.ashx?M=F&ID=8884622&GUID=5BFA79DF-3822-45A4-94D4-D20894AED3B3>

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

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: (a) Direction to staff, if needed; (b) Adopt the Resolution Extending Friday Closures through March 31, 2021, in Light of COVID-19 and Expected Effects of the 2020-21 Flu Season