

City of Opa-locka

City Commission Chambers
215 Perviz Avenue
Opa-locka, FL 33054



Virtual Workshop Agenda

Thursday, June 18, 2020

5:30 PM

City Commission

Mayor Matthew A. Pigatt
Vice Mayor Chris Davis
Commissioner Sherelean Bass
Commissioner Alvin Burke
Commissioner Joseph L. Kelley

Appointed Officials

City Manager John E. Pate
City Attorney Burnadette Norris-Weeks
City Clerk Joanna Flores, CMC



CITY OF OPA-LOCKA VIRTUAL COMMISSION MEETING PROCEDURES

Pursuant to Governor Ron DeSantis Executive Order Number 20-69, the following rules will ensure that the City Commission Meetings and any other necessary city public meetings, governed by Florida's public meeting laws will provide for necessary public notice, allow for public participation and are conducted in the Sunshine. The following rules shall govern all City of Opa-locka public virtual meetings during the duration of Executive Order Number 20-69.

Virtual public meetings will be aired through Livestream, accessible at: <https://www.youtube.com/user/CityofOpaLocka>

All residents will be able to view the meeting by tuning in to the link mentioned above. If you have comments you must submit those using the email address provided under the Public Comment section below.

Platform

All City of Opa-locka public meetings shall be conducted via Zoom or other similar platform. *Please note that Governor DeSantis' Executive Order 20-69, suspended the requirement of a quorum to be present in person or requires a local government to meet at a specific public place.*

Meeting Notice

The City of Opa-locka will send notice of virtual meetings in the same manner as all other commission meetings. Additionally, the notice will include an email address and telephone number with instructions on providing comments ahead of the meeting.

Public Comments

The public may comment by submitting their comment ahead of the meeting via email to PublicComments@opalockafl.gov. Please be sure to state your full name and address in your email for your comment.

Comments submitted by members of the public by email will be read into the record during the meeting as long as they provide the comments by the deadline, 2 hours prior to the scheduled meeting time. Comments received after the deadline will be kept for the record, but will not be read during the meeting.

The public may also submit a pre-recorded message for public comment by calling (786) 618-2636. Please be sure to clearly state your full name and address in your message for your comment. Messages submitted cannot exceed three (3) minutes.

All pre-recorded messages submitted by members of the public via telephone will be played during the meeting as long as the messages are received by the deadline, 2 hours prior to the scheduled meeting time.

For questions and/or additional information, please contact the Office of the City Clerk at (305) 953-2800 or (786) 877-4038.

CITY OF OPA-LOCKA
“The Great City”

VIRTUAL WORKSHOP
Thursday, June 18, 2020
5:30 p.m.

AGENDA

- 1. WELCOME/OPENING REMARKS:**
- 2. ROLL CALL:**
- 3. INVOCATION:**
- 4. PLEDGE OF ALLEGIANCE:**
- 5. PUBLIC COMMENT:**
Agenda item(s) only
- 6. DISCUSSION ITEMS:**
 - a) City’s response to the Coronavirus Disease 2019 (COVID-19)
 - b) Ordinance relating to face masks or face coverings during pandemic related public health emergency that threatens life, health, and safety of residents
 - c) Staff analysis on the Rent and Utility Program
 - d) Police Reform
- 7. ADJOURNMENT:**

**MASK ORDINANCE
AS AMENDED
THROUGH
06/04/2020**

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING CHAPTER 8, ARTICLE I, TO CREATE NEW SECTION 8.6 ENTITLED “FACE MASKS OR FACE COVERINGS DURING PANDEMIC RELATED PUBLIC HEALTH EMERGENCY THAT THREATENS LIFE, HEALTH AND SAFETY OF RESIDENTS”; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Opa-locka recognizes the emergency declarations of the President of the United States, the Governor of the State of Florida, and the Mayor of Miami-Dade County related to the spread of COVID-19 disease in our community; and

WHEREAS, several Executive Orders have been issued for the closure of certain businesses and the limitations on the operation of essential businesses within their respective jurisdictions; and

WHEREAS, the Commission has authority under the Governor Ron DeSantis’ Executive Order 20-52, to prevent the introduction of contagious, infectious, or pestilential diseases into the City and to establish and regulate a sufficient quarantine, not inconsistent with laws of the state, in the City and to punish any breach of quarantine law; and

WHEREAS, the City Commission finds that an emergency of unprecedented size resulting from the natural cause of community spread of a novel human coronavirus disease, COVID-19, has occurred in the City of Opa-locka; and

WHEREAS, COVID-19 is a disease caused by a novel coronavirus, previously unknown in humans, and causes upper-respiratory tract illnesses that can range from mild to severe, spread quickly, and may cause death, particularly in older adults and persons with certain chronic medical conditions; and

WHEREAS, the World Health Organization declared COVID-19 to be a global pandemic as of March 15, 2020; and

WHEREAS, the spread and effect of COVID-19 has created a humanitarian crisis of unanticipated proportions; and

WHEREAS, on March 13, 2020, President Donald Trump declared a national emergency related to the COVID-19 pandemic, restricting international travel to prevent spread of the disease; and

WHEREAS, the City of Opa-locka is threatened by COVID-19 because of the extraordinary ability of the virus to spread rapidly among humans, and COVID-19 thereby

constitutes a clear and present threat to the health, safety, and welfare of the citizens and visitors of the City; and

WHEREAS, although under investigation and development, no vaccine or drug is currently available to cure or combat COVID-19; and

WHEREAS, as of April 27, 2020, Florida has had 32,138 identified cases of the coronavirus, including 11,570 in Miami-Dade County, where the City of Opa-locka is located; and

WHEREAS, Florida has recorded 1,088 deaths attributed to COVID-19, with 302 of those deaths occurring in Miami-Dade County; and

WHEREAS, current discussions about COVID-19 include plans to safely return the public to jobs and regular activities; and

WHEREAS, the Centers for Disease Control (“CDC”) continues to study the spread and effects of COVID-19 and has found that a significant portion of individuals with the novel coronavirus lack symptoms and those that eventually develop symptoms can transmit the virus to others before those symptoms appear, meaning that the virus can be spread between people interacting in close proximity to each other by actions such as speaking, coughing, or sneezing, even without exhibiting symptoms; and

WHEREAS, in light of this new evidence, CDC recommends wearing cloth face coverings in public settings where other social distancing measures are difficult to maintain, for example, grocery stores, pharmacies and other businesses people must visit to acquire goods and services necessary to maintain their comfort and well-being; and

WHEREAS, the City Commission recognizes that it is critical to continue to maintain maintaining 6-feet social distancing to slow the spread of the virus COVID-19, but that the additional use of simple cloth face coverings, as recommended by CDC, can further help aid in slowing the spread of the virus by helping reducing the chances of asymptomatic people who may have the virus and do not know it from transmitting the virus to others; and

WHEREAS, the use of masks or face coverings will be beneficial in returning the City of Opa-locka to a more normal level of business activity in attempting to reopen certain businesses and other activities in the City of Opa-locka, and it is in the best interest of public health for individuals to continue to use social distancing and the additional precaution of face coverings or masks while in public contact with other persons; and

WHEREAS, members of households with vulnerable individuals need to use all reasonable precautions to avoid potential exposure to COVID-19; and

WHEREAS, the City of Opa-Locka intends for masks to be worn during any declared pandemic and desires to create a new section of the city’s code of ordinances for face masks or face coverings to be worn during any pandemic related public health emergency that threatens the life, health and safety of residents as determined by the State of Florida, Miami-Dade County or the City of Opa-Locka Commission; and

WHEREAS, the City Commission finds that it is in the best interest of the public peace, health, welfare, and safety, and to preserve the lives of citizens of the City of Opa-locka, to require that masks or face coverings, consisting of at least simple cloth face coverings, be worn by persons when interacting in public spaces in the City of Opa-locka during any declared pandemic.

NOW THEREFORE, BE IT ORDAINED BY THE COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA:

Section 1. The recitals to the preamble herein are incorporated by reference.

Section 2. The City Commission of the City of Opa-Locka, Florida hereby amends Chapter 8, Article I to create new Section 8.6 as set forth herein::

Section 3. FACE MASKS OR FACE COVERINGS DURING PANDEMIC RELATED PUBLIC HEALTH EMERGENCY THAT THREATENS LIFE, HEALTH AND SAFETY OF RESIDENTS

(a) DEFINITIONS:

Face covering or mask: A device to cover the nose and mouth of a person to impede the spread of saliva or other fluids during speaking, coughing, sneezing or other intentional or involuntary action. Medical grade masks are not required; coverings may be fashioned from scarves, bandanas or other suitable fabrics. The mask must cover the mouth and nose of the wearer.

Public place: Any place other than an individual's home or personal vehicle; provided, however, that face coverings or masks should be worn when interacting with someone other than a member of the household at home or when traveling with someone who is not a member of the household.

Vulnerable individuals: Elderly individuals or individuals with serious underlying health conditions, including high blood pressure, chronic lung disease, diabetes, obesity, asthma, and those whose immune system is compromised such as by chemotherapy for cancer and other conditions requiring such therapy.

(b) WHEN WORN: Face coverings or masks shall be worn at all times by persons over the age of five (5) years and who can medically tolerate doing so when in public places within the City of Opa-locka.

(c) The requirement to wear face coverings or masks shall apply to all persons, whether employees or customers or clients of businesses within the City.

(d) Exceptions:

- (1) Face coverings or masks are not required to be worn over the face during individual outdoor exercise, for example, walking or jogging, but must be worn when encountering and interacting with groups of other people in a park or other public place.
 - (2) Children less than five (5) years of age and under, as face coverings or masks may pose a risk of choking, strangulation or suffocation to infants and young toddlers. Carriers and strollers with coverings that allow the child to breathe comfortably are alternatives for infants and young toddlers are not required to wear face coverings or masks in public, unless exhibiting symptoms. Parents and guardians shall be responsible for ensuring proper masking of children over the age of five (5) years when in public but must ensure that the face covering or mask do not pose a choking hazard for children older than five (5) and can be safely worn without obstructing a child's ability to breathe. Parents and guardians shall also exercise judgment in and avoid bringing children not wearing masks into public places, especially where contact with persons with vulnerable conditions (age, certain chronic medical conditions) is expected.
 - (3) Patients in examination rooms of medical or dental offices or clinics or hospitals where there is a necessity to examine or treat the mouth or nasal area, subject to the direction of the medical or dental professionals in charge of the office, clinic or hospital.
 - (4) When wearing a face covering or masks poses a greater mental or physical health, safety or security risk, such as anyone who has trouble breathing, or is unconscious, incapacitated or otherwise unable to remove the cover without assistance. For purposes of this subsection, "safety risk" shall include external factors, such as, but not limited to, where wearing a face covering or mask may pose a risk to persons working on ladders or at height, wearing other respiratory protection, heavy physical exertion or operating heavy equipment or working in an environment where a face covering or mask hinders communications. However, employers are encouraged to structure work to promote social distancing and limit close contact as much as possible within in workplaces where face coverings or masks may pose such risks.
 - (5) When wearing a face covering or masks poses a greater mental or physical health, safety or security risk, such as anyone who has trouble breathing, or is unconscious, incapacitated or otherwise unable to remove the cover without assistance.
- (e) Business owners, managers and supervisors shall ensure that employees, customers, clients and/or visitors observe the requirement for face coverings or masks while at the place of business. This shall not be interpreted as requiring businesses to provide face coverings or masks to employees.
- (f) Reusable face coverings or masks must be kept clean and sanitary, including regular washing at least daily.

(g) This ordinance shall remain in effect, subject to modification passed by the City Commission for evolving information on preventing the spread of any pandemic as direction is given by federal, state or local officials.

Section 4. To the extent that this Ordinance is in conflict with other Ordinance of the City, this Ordinance shall supersede the others until this Ordinance is amended or repealed.

Section 5. Failure to comply with this Ordinance is punishable by a civil fine of no greater than Two Hundred and Fifty (\$250.00) to be imposed as follows:

- a) First time offense \$100.00
- b) Second time offense \$150.00
- c) Third time offense \$250.00

All violations of this section charged by the police department shall be referred to the City's Special Master for adjudication, in accordance with the City's rules therein. Where a minor is found to have violated this section, the fine imposed by this section shall be assessed against such minor's parents or legal guardian.

As an alternative to, or in addition to, the fine set forth herein, the Special Master may, in his/her discretion, order the violator to perform monitored community service, not to exceed twenty-five (25) hours for any single violation.

Section 6. If any subsection, sentence, clause, phrase, or word of this Ordinance or any application of it to any person, structure, or circumstance is held to be invalid or unconstitutional by a decision of a court of competent jurisdiction, then such decision shall not affect the validity of the remaining portions or applications of this ordinance.

Section 7. Be it ordained by the city commission of the City of Opa-locka, Florida that “facial coverings” or “masks” shall be required in public places within the city to slow the spread of COVID-19, and any other emergency declared pandemic by the state of Florida, Miami-Dade County or the City of Opa-locka as follows.

Section 8. This Ordinance shall become effective upon passage, approval and publication or as otherwise provided by law.

PASSED AND ADOPTED this _____ day of _____, 2020.

Matthew Pigatt
Mayor

Attest to:

Approved as to form and legal sufficiency:

Joanna Flores
City Clerk

Burnadette Norris-Weeks, P.A.
City Attorney

Moved by:
Seconded by:
Commissioner Vote:
Commissioner Bass:
Commissioner Burke:
Commissioner Kelley:
Vice Mayor Davis:
Mayor Pigatt:

DRAFT MASK ORDINANCE

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING CHAPTER 8, ARTICLE I, TO CREATE NEW SECTION 8.6 ENTITLED “FACE MASKS OR FACE COVERINGS DURING PANDEMIC RELATED PUBLIC HEALTH EMERGENCY THAT THREATENS LIFE, HEALTH AND SAFETY OF RESIDENTS”; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.

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WHEREAS, several Executive Orders have been issued for the closure of certain businesses and the limitations on the operation of essential businesses within their respective jurisdictions; and

WHEREAS, the Commission has authority under the Governor Ron DeSantis’ Executive Order 20-52, to prevent the introduction of contagious, infectious, or pestilential diseases into the City and to establish and regulate a sufficient quarantine, not inconsistent with laws of the state, in the City and to punish any breach of quarantine law; and

WHEREAS, the City Commission finds that an emergency of unprecedented size resulting from the natural cause of community spread of a novel human coronavirus disease, COVID-19, has occurred in the City of Opa-locka; and

WHEREAS, COVID-19 is a disease caused by a novel coronavirus, previously unknown in humans, and causes upper-respiratory tract illnesses that can range from mild to severe, spread quickly, and may cause death, particularly in older adults and persons with certain chronic medical conditions; and

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WHEREAS, the City Commission recognizes that it is critical to continue to maintain maintaining 6-feet social distancing to slow the spread of the virus COVID-19, but that the additional use of simple cloth face coverings, as recommended by CDC, can further help aid in slowing the spread of the virus by helping reducing the chances of asymptomatic people who may have the virus and do not know it from transmitting the virus to others; and

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WHEREAS, members of households with vulnerable individuals need to use all reasonable precautions to avoid potential exposure to COVID-19; and

WHEREAS, the City of Opa-Locka intends for masks to be worn during any declared pandemic and desires to create a new section of the city’s code of ordinances for face masks or face coverings to be worn during any pandemic related public health emergency that threatens the life, health and safety of residents as determined by the State of Florida, Miami-Dade County or the City of Opa-Locka Commission; and

WHEREAS, the City Commission finds that it is in the best interest of the public peace, health, welfare, and safety, and to preserve the lives of citizens of the City of Opa-locka, to require that masks or face coverings, consisting of at least simple cloth face coverings, be worn by persons when interacting in public spaces in the City of Opa-locka during any declared pandemic.

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Public place: Any place other than an individual's home or personal vehicle; provided, however, that face coverings or masks should be worn when interacting with someone other than a member of the household at home or when traveling with someone who is not a member of the household.

Vulnerable individuals: Elderly individuals or individuals with serious underlying health conditions, including high blood pressure, chronic lung disease, diabetes, obesity, asthma, and those whose immune system is compromised such as by chemotherapy for cancer and other conditions requiring such therapy.

(b) WHEN WORN: Face coverings or masks shall be worn at all times by persons over the age of **four (4)** years and who can medically tolerate doing so when in public places within the City of Opa-locka.

(c) The requirement to wear face coverings or masks shall apply to all persons, whether employees or customers or clients of businesses within the City.

(d) Exceptions:

- (1) Face coverings or masks are not required to be worn over the face during individual outdoor exercise, for example, walking or jogging, but must be worn when encountering and interacting with groups of other people in a park or other public place.
 - (2) Children less than **two (2) years** of age and under, as face coverings or masks may pose a risk of choking, strangulation or suffocation to infants and young toddlers. Carriers and strollers with coverings that allow the child to breathe comfortably are alternatives for infants and young toddlers are not required to wear face coverings or masks in public, unless exhibiting symptoms. Parents and guardians shall be responsible for ensuring proper masking of children over the age of **two (2) years** when in public but must ensure that the face covering or mask do not pose a choking hazard for children older than **two (2) and** can be safely worn without obstructing a child's ability to breathe. Parents and guardians shall also exercise judgment in and avoid bringing children not wearing masks into public places, especially where contact with persons with vulnerable conditions (age, certain chronic medical conditions) is expected.
 - (3) Patients in examination rooms of medical or dental offices or clinics or hospitals where there is a necessity to examine or treat the mouth or nasal area, subject to the direction of the medical or dental professionals in charge of the office, clinic or hospital.
 - (4) When wearing a face covering or masks poses a greater mental or physical health, safety or security risk, such as anyone who has trouble breathing, or is unconscious, incapacitated or otherwise unable to remove the cover without assistance. For purposes of this subsection, "safety risk" shall include external factors, such as, but not limited to, where wearing a face covering or mask may pose a risk to persons working on ladders or at height, wearing other respiratory protection, heavy physical exertion or operating heavy equipment or working in an environment where a face covering or mask hinders communications. However, employers are encouraged to structure work to promote social distancing and limit close contact as much as possible within in workplaces where face coverings or masks may pose such risks.
 - (5) When wearing a face covering or masks poses a greater mental or physical health, safety or security risk, such as anyone who has trouble breathing, or is unconscious, incapacitated or otherwise unable to remove the cover without assistance.
- (e) Business owners, managers and supervisors shall ensure that employees, customers, clients and/or visitors observe the requirement for face coverings or masks while at the place of business. This shall not be interpreted as requiring businesses to provide face coverings or masks to employees.
- (f) Reusable face coverings or masks must be kept clean and sanitary, including regular washing at least daily.

(g) Pursuant to this section, a declaration of emergency may be declared by either the City or by Miami-Dade County. A declaration of emergency may be terminated by the City, at any time, or by Miami-Dade County. In the event an emergency declaration is terminated by Miami-Dade County, the City's emergency state shall continue for a period of an additional ten (10) consecutive days, during which time the City Commission shall meet determine wither to terminate the emergency declaration or to continue the requirement for face coverings for an additional period of time not to exceed sixty (60) days.

Section 4. To the extent that this Ordinance is in conflict with other Ordinance of the City, this Ordinance shall supersede the others until this Ordinance is amended or repealed.

Section 5. Failure to comply with this Ordinance is punishable by a civil fine of no greater than Two Hundred Dollars (\$200.00) to be imposed as follows:

- a) First time offense \$100.00
- b) Second time offense \$150.00
- c) Third time offense \$200.00

All violations of this section charged by the police department shall be referred to the City's Special Master for adjudication, in accordance with the City's established rules and regulations. Where a minor is found to have violated this section, the fine imposed by this section shall be assessed against such minor's parents or legal guardian.

As an alternative to, or in addition to, the fine set forth herein, the Special Master may, in his/her discretion, order the violator to perform monitored community service, not to exceed twenty-five (25) hours for any single violation.

Section 6. If any subsection, sentence, clause, phrase, or word of this Ordinance or any application of it to any person, structure, or circumstance is held to be invalid or unconstitutional by a decision of a court of competent jurisdiction, then such decision shall not affect the validity of the remaining portions or applications of this ordinance.

Section 7. Be it ordained by the city commission of the City of Opa-locka, Florida that "facial coverings" or "masks" shall be required in public places within the city to slow the spread of COVID-19, and any other emergency declared pandemic by the state of Florida, Miami-Dade County or the City of Opa-locka.

Section 8. This Ordinance shall become effective on _____.

PASSED AND ADOPTED this _____ day of _____, 2020.

Matthew Pigatt
Mayor

Attest to:

Approved as to form and legal sufficiency:

Joanna Flores
City Clerk

Burnadette Norris-Weeks, P.A.
City Attorney

Moved by:
Seconded by:
Commissioner Vote:
Commissioner Bass:
Commissioner Burke:
Commissioner Kelley:
Vice Mayor Davis:
Mayor Pigatt:

Face Cover Requirement Ordinance

Cost-Benefit Analysis

In evaluating the cost and benefit of enforcing the proposed face cover requirement ordinance, staff constructed two separate scenarios: (1) administered by the County and (2) administered by the City. Underlying both scenarios was an assumption of 1,000 citations being issued per month, gradually declining as the community began to comprehend the importance of utilizing face covering procedures when in public spaces. (The Police Department is currently issuing face covering warnings in the range of 750 per month.) Both scenarios assume that a citation recipient can elect to perform community service upon receipt of a citation rather than having this awarded by a special magistrate, similar to the ability to select an option with traffic violations.

County Administration – The City currently uses this system for the administration of traffic citations where the City receives citation revenue back from the County, reduced for County charges and fees. This process requires no significant staff resources and is revenue positive to the City.

If a citation recipient requests a special magistrate hearing, this will be conducted by the City. It is assumed that a special magistrate charges \$200 per hour. This charge would reduce the revenue positive aspect slightly but it is assumed that citation payments ordered during the hearings will more than cover special magistrate costs. The Police Department will have an officer present, but this is part of regular police scheduling without causing overtime. Additionally, preparation for special magistrate hearings is a routine Code Enforcement responsibility, including providing clerk services, and it isn't anticipated that incremental Code Enforcement expense will be incurred.

Finally, violators who elect to perform community service will be routed through HR to an appropriate department which will track for community service compliance. Violators failing to fulfill their community service obligations will be routed back into the County system

Advantages

1. Provides a source of revenue and has no significant requirement for staff resources.

Disadvantages

1. Not immediately available. This option is being researched but is believed will require three months at a minimum for implementation.
2. County will review the City ordinance in assuming responsibility for administering these citations. The County might take exception to some aspect of the City's ordinance.
3. County may not agree to administer a program as currently envisioned by the City

City Administration – It has been assumed this process would function as follows:

1. The City will acquire a citation management module to be incorporated into the City's Enterprise Resource Planning (ERP) system, SunGard. This cost is estimated to be

\$50,000 upfront and then \$10,000 per year. Additional equipment may be considered at a later time to reduce the manual content of this process, but won't be considered at this time.

2. New citation books will have to be obtained. The Police Department advises that four-copy citations cost approximately \$4.00 per citation. This appears high and will be further reviewed when time permits, but will be used as a worst case. This would be \$4,000 per month. When administered by the County, the County covers the cost of the citation books.
3. Citations will be entered into the citation management system as incurred. It is assumed this can be done by current staff without incremental expense. It is currently assumed that initially there will 1,000 citations per month (33 per day), but then declining as the community responds to the intent and influence of the ordinance.
4. Payments will be received and processed similarly as is currently done for utility bills with no incremental expense.
5. When payment isn't received within a prescribed period, e.g., 30 days, 60 days, etc., the citation management system will generate correspondence to the citation recipient. It is assumed that mailing costs would be in the range of \$15,000 in the first year and less thereafter as community observance of face covering requirements improves.
6. The special magistrate process and the community service options would be unchanged from that described previously.
7. When it becomes apparent that payment won't be received, collection agency services will be engaged. Although history has indicated that collection agencies frequently aren't highly successful, their compensation is based on a percentage of fees collected, consequently not exposing the City to additional expense.
8. Although oversight of this program may be accomplished by current staff, to be conservative, a full-time person has been added to ensure the proper functioning of this process. Compensation, including benefits, would be \$60,000.

Advantages

1. Can be implemented more quickly than if administered by the County. It is assumed it could be implemented within 45 days with the acquisition and implementation of the software being the controlling factor.
2. The program will be solely controlled by the City with no County involvement.

Disadvantages

1. More expensive. Preliminary first year cost on a worst case basis, covering software, staff cost, citation books and mailing cost, is estimated at \$173,000. This scenario assumes that 12,000 citations are issued in the first year. Collection of 14.4% of issued citations, not community service, would cover this first year expense.
2. Could result in substantial software investment which might not be required in a year if the pandemic subsides. No other use for this software has currently been identified.
3. Could result in the need to reassign or lay off an employee overseeing the program.

Other

1. Staff recommends that regardless of how this program is administered, 2,000 reusable masks be procured (\$4.00 per mask) to be provided to residents to assist them in complying with the face covering ordinance. If purchased in the near future, this should be eligible for FEMA reimbursement at 75% plus another 12.5% if the State assumes reimbursement responsibility.