



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: AUGUST 1, 2021

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: RON AHLERS, CHIEF FINANCIAL OFFICER
MICHAEL MCCONVILLE, MANAGEMENT ANALYST

SUBJECT: ADOPTION OF RESOLUTION NO. 2021-1744, ALLOCATING FUNDS FOR THE SENIOR CENTER CARING CALABASAS CLUB, UPGRADES TO THE CITY COUNCIL CHAMBERS MASTER CONTROL ROOM, AND A "HERO/HAZARD" PREMIUM PAY PROGRAM FOR FRONTLINE GROCERY WORKERS

MEETING DATE: AUGUST 11, 2021

SUMMARY RECOMMENDATION:

Staff recommends the City Council adopt Resolution no. 2021-1744, allocating funds for the Senior Center Caring Calabasas Club, upgrades to the City Council Chambers master control room, and a "hero/hazard" premium pay program for frontline grocery workers.

BACKGROUND:

On June 29th the City Council convened a Special Meeting to discuss an expenditure plan for monies received from the American Rescue Plan Act's (ARPA) Coronavirus State and Local Fiscal Recovery Fund. The City Council directed staff to return at a future meeting authorizing the following ARPA fund appropriation amounts:

- \$5,000 to fund the Senior Center's Caring Calabasas Club
- \$125,000 for upgrades to the City Council Chambers Master Control Room

- \$334,000 to fund a one-time “hero/hazard” premium pay program for frontline grocery workers

DISCUSSION:

Caring Calabasas Club

The Senior Center’s Caring Calabasas Club provides a vehicle for social interaction on a meaningful level for Calabasas senior volunteers, creating a multi-generational, kinder, and cooperative community. The Club coordinates charitable contributions in the form of the collection of goods, crafting of needed items, and miscellaneous good works projects. The \$5,000 allocation will be used to purchase supplies for the upcoming year’s various charitable and goodwill activities.

City Council Chambers Technology & Master Control Upgrades

The Master Control room for the City Council Chambers has not been upgraded since the Civic Center Plaza was first built in 2008. To accommodate future public meetings being held in a hybrid in-person and virtual format, the following technology improvements are required:

UPGRADE	COST ESTIMATE
Infocaster Graphics Billboard Upgrade	\$7,000
Inscriber Meeting Graphic Character Generator	\$13,000
Tightrope Device Controller & Hard Drive Storage/Replays	\$20,000
Granicus Streaming Server	\$7,500
Chamber Cameras (x5) HD Upgrade	\$17,500
Council Chamber Audio/Video Upgrade	\$20,000
HD Switcher Upgrade	\$20,000
Design and Labor Installation Costs	\$20,000

TOTAL: \$125,000

Frontline Grocery Worker “Hero/Hazard” Premium Pay

On May 26, 2021, the City Council approved guidelines for a “hero/hazard” premium pay program for the City’s frontline grocery workers. On June 29, 2021 the City Council approved a program appropriation amount totaling \$334,000.

Unfortunately, staff was recently notified from one store that it had sent incomplete payroll data to the City when initially requested to do so. Staff recalculated the revised hours for the store, which resulted in a \$19,000 increase in premium pay to the store’s employees. For this reason, staff is requesting **to increase the program appropriation amount to \$353,000**. All program terms and provisions remain unchanged.

FISCAL IMPACT/SOURCE OF FUNDING:

The City’s American Rescue Plan Act (ARPA) Coronavirus State and Local Fiscal Recovery Fund balance is about \$2.8 million, with the City expected to receive an additional \$2.8 million in 2022.

The combined appropriation amount for the three aforementioned programs to be funded with ARPA monies totals **\$483,000**, as described below:

PROGRAM	APPROPRIATION AMOUNT
Caring Calabasas Club	\$5,000
City Council Chamber Technology & TV Master Control Upgrade	\$125,000
Hazard/Hero Premium Pay (<i>Revised</i>)	\$353,000
TOTAL:	<u><u>\$483,000</u></u>

REQUESTED ACTION:

City Council adopt Resolution no. 2021-1744, allocating funds for the Senior Center Caring Calabasas Club, upgrades to the City Council Chambers master control room, and a “hero/hazard” premium pay program for frontline grocery workers.

ATTACHMENTS:

1. Resolution No. 2021-1744, Appropriation of American Rescue Plan Act (ARPA) Funds