DEPARTMENT: City Manager's Office

SUBJECT: Discussion & Motion to Approve the balance of the City's Plan for American Rescue Plan Act (ARPA) of 2021 – City Manager

CITY MANAGER RECOMMENDATION:
The City Manager recommends that the Commission review the list of remaining projects recommended for funding utilizing ARPA funds; and authorize the appropriation of funds to implement the projects/program.

BACKGROUND OF ITEM:
At the October 26th, 2021 meeting the Commission reviewed the list of projects/initiatives proposed by the City Manager to be funded by ARPA. The proposal was to consider projects/initiatives totaling approximately $14,406,238, with an additional $15,500,000 suggested as alternative projects that could qualify.

There was consensus on moving forward with the recommended list, with the exception of the following:

- Staff to meet with Commissioner Meltzer to discuss the methodology for calculation of Loss Revenues;
- Replace the $5MM Waste Water Treatment Plant Headways Facility project with the Stirling Road construction project currently under consideration by the Broward Surtax Funds.   Once confirmation is received that the construction phase of the Stirling Road project is in the 5-year plan as an approved Surtax project, then the Stirling Road project could be removed from consideration by ARPA funds;
- There was also a request for a follow-up Commission meeting, at which time more information should be provide about the following projects:
    1. Transparency Portal   - $ 50,310
    2. Premium Pay for Employees (non-recurring) - $ 50,000
    3. Restoration of BSO technology detective   - $ 175,000
    4. Non-profit Assistance   - $ 50,000
    5. City Hall Expansion   - $1,500,000
    6. BS&A ERP Cloud Conversion   - $ 300,000
    7. Cybersecurity Infrastructure Monitoring   - $ 100,000
    8. Nutanix Cluster   - $ 135,000
    9. Chief Information Security Officer (contracted) $ 50,000
    10. Capital Projects supervisor (contracted)   - $ 96,000
    11. Addition of Drainage at Suellen Fardelmann Park   TBD

ANALYSIS:
Below are more details on each of the requested items:

1. Transparency Portal - $50,310
   In April 2021, the Commission discussed options for an on-line, web-based Financial & Budget Transparency Portal that allows resident to view information online. This estimate is for the installation of the application (including modules for budget book, operating & capital budget and personnel). This program would still need to interface with BS&A to get the requisite source data to compile the information. The estimated cost is for installation and a three-year agreement.

2. Premium Pay for Employees - $50,000
   This will allow for a one-time, non-recurring compensation for staff who were deemed "essential" in delivery of service during the course of the pandemic. ARPA guidelines provide for premium pay to "essential employees." While this includes workers in the utility plants, sanitation and cleaning, shuttle drivers, and public-facing employees with a higher level of health exposure, it allows the City Manager (CEO) the opportunity to designate other positions as being "essential." The City Manager has determined that given the flexibility of assignments and the need of other support services (payroll, utility billing, customer service, information technology, after school program, etc.) in providing for the continuity of the city operations, those employees that were required to report in person and did so, have been deemed "essential" for purposes of qualifying for the premium pay. For full-time employees who primarily worked on-site from March 2020 through September 2021, the recommendation would be a maximum of 1.0% of base salary earned.

3. Restoration of BSO technology detective - $175,000
   The Captain recommends the purchase of 6 fixed Automated License Plate Readers at various major intersections within the City, in addition to Smart Cameras with remote connectivity at 4 critical public City locations. The recommendation also includes the buildout, initial software and equipment to stand up a Real Time Crime Center (RTCC). The combination of these recommendations would make our law enforcement more robust, provide a better ability to coordinate with surrounding municipal law enforcement personnel, lower the city's incidents of criminal activities, while creating a more versatile, remote and mobile working option for the public safety team.

   Further, the technology plan has a component to tie in the business community for free monitoring of their plazas/businesses; thereby, building towards a better partnership with the business community and adding value to those opting to invest in this city. Lastly, the final RTCC will have mobile platforms and capabilities to respond to global crisis, such as a pandemic, through better communication with the public and monitoring of designated Points of Distribution (P.O.D.) and critical infrastructure sites. In order to coordinate these activities, it is recommended that this position be funded, at an estimated annual cost of $177,128 (including benefits, equipment, vehicle, etc.).

   This person would be certified in low-grade electricity and obtain state certifications enabling for the safe install of surveillance cameras, and other electronic monitoring

equipment. This will provide the city with a more diverse investigative skillset to act on real-time crime trends, increasing the efficiency of the team, while ensuring a more responsive deployment of public safety equipment/resources. The Commission already approved this at the November 4th, 2021 meeting.

4. Non-profit Assistance - $50,000
This is the potential to develop a program to offer assistance to non-profits who provide a community benefit and were negatively impacted by the pandemic. The recommendation is for each award to be limited to a $5,000 maximum, the programs delivered being open to the public, a clear summary of community benefits of the programs, and proof of negative economic impact. For purposes of efficiencies, it would be recommended that this be administered at the same time and by the same provider who administers the programs for assistance to business and residential (mortgage, rental, utility) customers.

5. City Hall Expansion - $1.5MM
As the City expands its services and consider insourcing police, fire and other services, there will be the need for more space to accommodate the required support staff. Staff would discuss options for expansion (including vertical construction), but currently proposes the consideration of expansion of north-side of City Hall and the expansion by IT room (approximately total of 2,500 to 3,000 square feet). Agreement to fund this project will allow staff to move forward with architects to discuss conceptually alternatives and return to Commission with a recommendation. The earliest estimated timeframe for planning, design, permitting and construction is approximately 3 years.

6. Cloud Conversion with BS&A for Enterprise Resource Planning - $300,000
The City currently uses BS&A for its financial software. The services are partially housed on internal servers, which require City staff to upgrade and maintain. Additionally, the internal system requires regular backups, should there be damage to the City Hall environment or cyber-attacks.

This proposal is to continue using BS&A but moving ERP in the Cloud (instead of the on premise server environment). This would eliminate the internal servers; avoid the maintenance and upgrade costs; allow for remote access from various locations; and keep the system available if our current building is compromised. The recurring costs are estimated to be an annual increase of $40,000. If the City were to convert to another software, the scope of costs would be approximately $1.5 million, with significantly higher annual costs and an implementation schedule of approximately 4 to 5 years (in a best case environment).

7. Cybersecurity Infrastructure Monitoring - $100,000
Around the clock (24x7) managed security services to monitor all our systems, collect logs; analyze, determine anomalies, review alerts and take appropriate actions. This estimate is the cost for 3 years and it would be at the City's discretion whether to continue beyond that.

8. Nutanix Cluster - $135,000
    This funds the replacement of a Hyper-convergence Infrastructure Cluster that hosts combination of all virtual servers. This project allows us to replace a system that is end of life and unable to support the current remote desktop environment and the various servers feeding into it. Current system is unable to support the remote functionality needed for daily city operations and exposes the city to vulnerability and operational threats. This estimate is for the five-year period, with no recurring maintenance.

9. Chief Information Security Officer (contracted) - $50,000
    Obtain contracted CISO services. This contracted CISO Services will help with security policies, best practices, testing, and other efforts to address the potential for security breach. Our network systems are currently vulnerable to target of ransomware, malware, phishing and other attacks. Because of the age of the equipment and the fact that we have never implemented these practices, the city is extremely vulnerable without this. This estimate is for a three-year period, approximately $20,000 annual recurring beyond that timeframe.

10. Capital Projects Supervisor - $96,000
    Once overall approval is received on the ARPA project list, a determination may be made regarding the number of capital projects and the potential to engage an individual to assist with the oversight and execution of the projects. A $96,000 estimate is provided, which would be a recurring cost until the projects are completed. Contracting this position will allow for the level of engagement and costs to be scaled, dependent on the level of need at a particular period.

11. Suellen Fardelmann Park Drainage
    There was a request to add the cost to improve the drainage at Suellen Park, based on comments from Commissioner Meltzer. In a follow-up conversation with the Commissioner, he indicated that the issue was raised because of reports received from residents about flooding on the baseball fields after heavy rain.

    Neither Public Works nor Utilities staff is aware of any significant drainage concerns. It is suspected that these flooding references are isolated incidents after severe rainstorms and not a serious recurring issue. Consequently it may require clay being placed in limited areas of the infield and would not necessitate a drainage project. As such it is not being recommended for inclusion in the list.

12. Stirling Road (Palm Avenue to Flamingo Road)
    The project involves improvements in drainage, roadway improvements, traffic design, landscaping, lighting and repaving of Stirling Road between Palm Avenue & Flamingo Road. This project was submitted for funding consideration by Broward Surtax Funds and the planning and design aspect of the project was approved and included in the Mobility Advancement Program (MAP, formerly known as the Surtax Program). Construction was not originally included in the MAP five-year plan, but the plan has since been updated and construction is now included.

Because of concerns related to the reliability of the MAP five-year plan, our Commission requested that this be initially included as a project for ARPA funding consideration. Once confirmation is received that the construction portion of the project is included in the 5-year plan as an approved MAP project, then it can be removed from ARPA funding consideration.

Loss Revenues:
Loss Revenues have been estimated at $4,624,599. These are funds that can be used for general municipal services.

- $2.5 million for fire-rescue apparatus: In the City's agreement with BSO for fire-rescue services, it requires the City to fund the replacement apparatus. The age of our front line apparatus is as follows: platform truck is 17 years old; engine – 15 years old; rescue – 7 years old. It is recommended that $2.5 of the loss revenues be allocated to procure replacement fire-rescue apparatus (estimates: 1 platform - $1.2MM, 1 engine - $.9 MM, and 1 rescue - $.4MM).
- $2.1 million for startup of law enforcement services: The Commission expressed a desire to start its internal police department, in lieu of contracting law enforcement services with BSO. The City is performing a feasibility study to determine whether to move forward with that effort. Starting a city police department will require significant start-up costs. It is recommended that $2.1 be allocated for these costs, in the event the Commission moves forward with this implementation.

FISCAL IMPACT:
Revenues of $8,965,280 were received on September 28th, 2021 and have been deposited in the City's operating account. Another $8,965,280 is expected to be received from the State in September 2022 for a total of $17,930,000. These funds will be classified as Restricted, only being utilized for ARPA-related expenditures.

If approved, these $2,506,310 in projects will be included with the projects conceptually approved on October 26th, for a total estimate of $14,406,238 to be funded from ARPA. In addition, staff has calculated $4,624,599 in Loss Revenues and received verbal confirmation from the Commission auditor that the calculation of this estimate is accurate.

General Ledger Acct. Number	Budgeted Amount	Requested Amount	Remaining Amount

ALTERNATIVES:

ATTACHMENTS:
List of projects recommended for consideration
Tentative timeline for Expansion of City Hall