

COVID-19 has made an incredible impact on our society, we in local government are forced to adapt our policies and procedures in order to protect both the public and our staff.

Beginning Monday, June 8, 2020 City Hall will again open to the public with the following guidelines in place:

WHAT YOU CAN EXPECT FROM US:

- Staff will be screened before the start of their shift including taking their temperature and filling out a health questionnaire.
- City employees shall continue to observe “physical distancing” standards of 6ft. as well as practice proper handwashing.
- City Hall will be continually cleaned and disinfected.
- We have installed a polycarbonate shield, or “sneeze guard” at the customer counter to minimize exposure during interactions.
- Face coverings will be required when interactions take place without a “sneeze guard” and physical distancing is not available.
- Queue positions will be placed on the floor in the lobby to help maintain physical distancing.
- Hand sanitizer stations have been installed in City Hall for the use of the general public upon entry and prior to leaving.

WHAT WE EXPECT FROM YOU:

- Stay home if you are feeling sick or have been around anyone who is exhibiting symptoms of COVID-19.
- If able, please wear a face covering when entering City Hall.
- Respect “physical distancing” and use the queue markings on the floor when waiting in line.
- Use hand sanitizer when entering and exiting the building.
- We **strongly encourage the use of the outside drop box and online services** when possible to limit contact points.