



TO: Mayor and City Council

FROM: City Manager, Nathan E. Wallace

DATE: March 13, 2020

SUBJECT: City of Palmer Coronavirus Disease 2019 (COVID-19) Update 1

With the announcement of the first confirmed case of COVID-19 in Alaska, several agencies have taken measures to close facilities in the local area. Although the confirmed case was not a community transmitted case, it does raise the level of possibility that more cases will follow to include community transmission. In order to try and curb or limit the opportunity for community transmission in the City of Palmer the following facilities will be **closed** beginning **Monday, March 16, 2020**:

- The City of Palmer Library** (book drop will remain accessible)
- The City of Palmer Public Restrooms** (located on E. Elmwood)

The following activities will be **suspended** beginning **Monday, March 16, 2020**:

-**All public events scheduled for the MTA Event Center** (Public Skate, Stick Time, Group Skating Lesson's, Adult Novice Shinny, Freestyle, and Gym).

Private Activities at the Community Center (Depot) and the MTA Event Center through April 30, 2020 are being evaluated and coordinated with the event planners/coordinators for potential postponement or cancellation. A liberal cancellation fee refund policy is in effect for this time to ease the burden on voluntary cancellations.

City administrative offices (City Hall, Public Works, Community Development, and the Airport) **will remain open** at this time, but customers may be asked to observe social distancing while visiting. This may include maintaining distances between city representatives and other customers. We encourage the use of email, phone, and the drop box when ever possible to lessen the amount of contact between people.

Public meetings (Council, Boards and Commissions) are being evaluated on measures to allow the public process to continue while maintaining best practices for social distancing and contact. They are not cancelled at this time unless previously announced as cancelled.

The measures listed above **will remain in place until April 3, 2020**.

The City is constantly evaluating closures and mandatory cancellations for events held in city owned facilities for the future and will announce those as they arise or change.

Government services will continue to be provided by the City at the same level, however there may be some inconveniences encountered when conducting business "face to face" during this time of uncertainty.

The City of Palmer is in good hands with its staff and the actions they take every day as well as our community members in watching out for each other. This is what makes Palmer-"Alaska at its Best!"

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