Date: March 18, 2020

To: Holly Hill Resident and Employees

From: Joseph Forte, City Manager

Subject: COVID-19 Update for City Operations

PRESS RELEASE

Due to the concerns surrounding the COVID-19 virus and in accordance with Volusia County, the State of Florida guidelines and recommendations, the City of Holly Hill has cancelled all activities in excess of 10 or more people. The City is cooperating with the Volusia County Health Department and the CDC limiting close interaction between people. In an effort to further protect residents and employees from unnecessary exposure, the city has modified its operations to include the following:

* All activities in the city, both indoor and outdoor, have been cancelled.
* City Commission meeting for March 24, 2020 has been cancelled. Board of Planning and Appeals meeting for April has been cancelled.
* The Holly Hill Chamber and Historical Society building will be closed to visitors.
* The YMCA and Boys and girls Club are closed until April 1, 2020.
* Meetings of management have been moved to conference calls to avoid group gatherings.
* The Fire station is restricting visitors inside the building. Visitors can call the station or ring the doorbell and will be assisted outside. Emergencies will be handled accordingly.
* Visitors to the Police Department will be restricted to the lobby. Most inquiries will be responded to outside the building or directed back to the property of origin.
* There will be no fingerprinting and no visitors allowed into the Police Department.
* Public access in City Hall has been reduced to one entry door in the front of the building and the rear elevator. Visitors can only go to the Utility Department at this time.
* Water accounts will not be disconnected for lack of payment however, late fees and penalties will still apply. We encourage utility customers to pay their bill online or with a credit card. The exchange of cash should be limited as much as possible. The City is encourage utility customer to pay their utility bill with cash at the local Amscot at 1599 N Nova Rd, Holly Hill, FL 32117
* The Planning Department is accessible via a phone in the lobby. Documents can be exchanged on a table in the lobby area.
* No one is allowed access into the Finance Dept. Finance can be reached via the telephone.  Documents can be delivered and left in the mail room.
* Inspectors and Code Officers should not enter any buildings where someone has indicted the occupants are not feeling well and will limit their contact as much as possible to complete a task.
* Visitors to the Public Works Department will be limited to necessary deliveries. Public Works employees will continue regular operations limiting their access to members of the public to no closer than 6 feet whenever possible.
* All personnel should be cleaning their work stations every morning and as needed thereafter.
* Everyone should continue to practice social distancing of 6 feet and refrain from being in groups of more than 10 people.
* Wash your hands frequently with soap and water for at least 20 seconds throughout the day.
* Avoid touching your face; eyes, nose or mouth
* Stay home if you are not feeling well.
* City Parks remain open with at least one restroom where available.
* Holly Hill K-8 School will be serving free meals to students the week of March 23-27 from 10:00am – 12:30pm . For more information  <https://www.vcsedu.org/news/coronavirus-information> .

Pursuant to Florida Statute Section 252.47, local law enforcement agencies are responsible for enforcing the Governor's orders entered pursuant to the State's Emergency Management Act, which would include the bar closures and restaurant operating restrictions. The Holly Hill Police Department will be enforcing the Executive Orders from Governor DeSantis.

The City of Holly Hill is participating and staying informed on many conference calls nearly every day. The City is committed to protecting the community and providing safeguards to the best of our ability to ensure the safety of all residents, visitors and employees of the city. At this time we are encouraging residents to avoid nonessential gatherings, practice good hygiene and exercise prevention techniques as illustrated through appropriate news and government media.

Anyone with questions or concerns may contact the Volusia County health Department Call Center at 866-779-6121 or visit the CDC’s page at cdc.gov/coronavirus/2019-ncov/faq.html