



## TOWN OF COLMA

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March 16, 2020

Dear Colma Community,

Due to the elevated response to COVID-19 the Town of Colma will be closing all Town facilities on Tuesday, March 17 indefinitely. The Town will reevaluate the situation and continue to keep our community updated about programs and services. Cities across the region are taking similar steps in a coordinated effort to slow the spread of COVID-19. Please read through the latest updates, closures and cancellations below:

- The Police Department will continue to operate but will be closed to the Public. Please call the non-emergency line 650-997-8321 for information and services.
- Public Works Maintenance will continue to operate. To report an issue, please call 650-757-8888.
- Town Hall will no longer allow general public access. For certain services, you will need to call first to make an appointment (specified below).
- Engineering Division will be open by appointment Monday - Friday. Call (650) 997-8300 to make an appointment.
- Building Division will accept large plan review submittals (those that require plans) by appointment only Monday - Friday. Contractors will need to call the Building Division at (650) 997-8300 to schedule an appointment. Quick permits (permits that do not require plan submittals such as water heater replacement, window replacement, etc.) can be issued over the phone and through email. Staff will continue to conduct inspections by appointment.
- Planning, Code Enforcement, Housing and Economic Development Divisions are closed for walk-in visits. All communication will be by phone or email. Urgent matters that require in-person contact will be by appointment and staff will exercise social distancing. Call (650) 997-8300 for urgent matters.
- All City facilities such as community centers and recreation center will be closed. However, parks, Sterling Park restrooms and open space will remain open to the public.
- After-School Recreation Programs cancelled
- Spring Break Camp in April cancelled
- Access to the Human Resources Department is by appointment only. Make appointments by contacting (650) 997-8306 or [hr@colma.ca.gov](mailto:hr@colma.ca.gov). Visit [www.calopps.org](http://www.calopps.org) for all job inquiries and/or applications.
- Tort claims that are normally dropped off to the City Clerk's Office must now be filed via email to [city.manager@colma.ca.gov](mailto:city.manager@colma.ca.gov)

John Irish Goodwin, Mayor  
Diana Colvin, Vice Mayor

Helen Fisicaro, Council Member • Raquel P. Gonzalez, Council Member • Joanne F. del Rosario, Council Member  
Brian Dossey, City Manager

Due to the Governor's order to have residents 65 years or older to shelter in place, we are asking our CERT team to reach out to Colma Seniors or populations in need to see if they need assistance with groceries, prescription drugs, etc. The Town will be contacting you directly with more information.

Below are some of the important updates and directives from the County of San Mateo. For more detail and information, visit [www.smchealth.org/coronavirus](http://www.smchealth.org/coronavirus).

- March 14, 2020: San Mateo County Health Officer Dr. Scott Morrow has amended his previous order (March 12) to further limit the number of persons who may gather. Effective as of 12:01 a.m. on March 15, 2020, and continuing until 11:59 p.m. on April 6, 2020, public or private gatherings of more than 50 persons are prohibited in San Mateo County.
- March 13, 2020: San Mateo County Health Officer Dr. Scott Morrow issued a School Operations Modification Order that will take effect on Monday, March 16, 2020, and remain in force through Friday, April 3, 2020, unless amended by the County or State health officer. The order requires all schools to dismiss students from regular attendance and encourages schools to implement at-home learning models if feasible.

*\*Please check with your school district for the latest updates.*

- March 12, 2020: San Mateo County Health Officer Dr. Scott Morrow issued a legal order prohibiting mass gatherings of 250 or more persons. Effective at 11:59pm on Friday, March 13, 2020, the order applies to public and private gatherings and includes exceptions for houses of worship, museums, malls, hospital and medical facilities, and the normal operations of hotels and airports.
- March 11, 2020: San Mateo County Health Officer Dr. Scott Morrow issued a legal order barring unauthorized visitors and non-essential personnel from licensed skilled nursing facilities in the county.

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We must take these steps to slow the number of cases of COVID-19 so that our medical system is not overburdened. Most importantly, the Town wants all of you, our residents, to take precautionary measures in your daily lives to stay healthy.

Thank you,

John Goodwin, Mayor  
Town of Colma