



TOWN OF FAIRFAX

STAFF REPORT

June 3, 2020

TO: Mayor and Town Council

FROM: Garrett Toy, Town Manager

SUBJECT: Receive report on plans to reopen Town Hall in June

RECOMMENDATION

Receive report.

DISCUSSION

In June, staff anticipates that the Shelter-in-Place (SIP) order will be modified to allow for the reopening of Town Hall. With regard to Town Hall, plexiglass sneeze guards will be installed on the front counter and protocols established to limit the number of customers in the lobby area. We anticipate the plexiglass shields will be installed by June 10th. The primary delay is from the backlog to obtain materials from the plexiglass fabricators. Town Hall will reopen after the plexiglass shields have been installed. We would like to thank Sean Condry, the San Anselmo Public Works Director, for his time to design the shields and having their contractor prepare a quote for the work.

The Planning and Building Department is developing guidelines for accepting applications and requiring customers to schedule appointments to meet with staff at the Community Center, whether indoors or outdoors. For the time being, we are going to limit meetings in the Town Hall conference room to staff only.

Recreation and Community Services (RCS) developed new protocols for Camp Fairfax to comply with the County guidelines for summer camps (e.g., maximum of 12 kids, minimum of 3 weeks, same kids and counselors). The RCS manager will also manage the summer camp this year to save the costs of hiring a camp director.

The reopening of Town rental facilities such as the Women's Club and Pavilion is entirely dependent on future modifications to the SIP order.

FISCAL IMPACT

n/a