



PHIL JENKINS
Mayor
pjenkins@nappanee.org

EXECUTIVE ORDER 2020-03

Indiana's "Back on Track" Staged Opening Plan for City Hall

WHEREAS, on March 17, 2020, I issued Executive Order 2020-01, limiting access to City of Nappanee facilities as a result of the coronavirus disease 2019 (COVID-19) outbreak in the United States and the State of Indiana; and

WHEREAS, on April 15, 2020, I issued Executive Order 2020-02 to extend Executive Order 2020-01 an additional 30 days;

WHEREAS, Governor Eric J. Holcomb declared a public health disaster emergency in Indiana attributable to the detection of the novel Coronavirus Disease 2019 ("COVID-19") within the State of Indiana;

WHEREAS, on May 1, 2020, Governor Holcomb issued Executive Order 20-26, Roadmap to Reopen Indiana for Hoosiers, Businesses, and State Government;

WHEREAS, the City of Nappanee, Indiana intends to follow the stages of safely and responsibly reopening City Hall to the residents of Nappanee, yet wishes to protect its employees and the residents of Nappanee from the spread of COVID-19 in the City of Nappanee;

WHEREAS, the City of Nappanee must take all reasonable steps to ensure that the delivery of vital public services is not interrupted;

WHEREAS, most items of business at City Hall can be done online, via phone, or via drop box;

WHEREAS, the City encourages residents to continue to limit their travel and business to that which is essential;

NOW THEREFORE, by virtue of the authority vested in me as Mayor of the City of Nappanee, in order to insure the efficient government of the City, pursuant to Indiana Code 36-4-5-3(7) and all other applicable law;

IT IS HEREBY ORDERED that the restricted access to members of the public to **Nappanee City Hall** follow a staged reopening, based upon the Governor's timeline set forth in Executive Order 20-26, as described below:

Stage 2 (Beginning May 5, 2020)

- a. City Hall doors will be open from 8 AM – 5 PM
- b. Public will only have access to window at Clerk-Treasurer's office in main lobby. Access to rest of City Hall will be for employees only.
- c. Meetings with Mayor, Clerk-Treasurer, or City Departments will be by appointment only and will be conducted by telephone or video conference, when possible.
- d. Public meetings will be conducted virtually via Zoom Meeting. For virtual access to meetings, please contact the Director of Community Outreach or the Clerk-Treasurer.

Stage 3 (Beginning approximately May 24, 2020, or later, as directed by Governor)

- a. Same as Stage 2 with the following changes:
- b. Public meetings will be conducted in-person and virtually via Zoom Meeting. For access to meetings, please contact the Director of Community Outreach or Clerk-Treasurer. We will have limited capacity to maintain proper social distancing.

Stage 4 (Beginning June 15, 2020, or later, as directed by Governor)

- a. Same as Stage 3

Stage 5 (Beginning July 6, 2020, or later, as directed by Governor)

- a. Operations of City Hall will return to pre-COVID-19 conditions, but with social distancing guidelines.

This Order shall become effective at 11:59 p.m. on Monday, May 4, 2020, and will remain in full force and effect until 11:59 p.m. on Saturday, May 23, 2020, unless I rescind, modify, or extend it.
DATED THIS 4th DAY OF MAY 2020.

Phil Jenkins, Mayor
City of Nappanee, Indiana

Embrace the Place

300 West Lincoln Street • P.O. Box 29 • Nappanee, IN 46550-0029
574.773.2112 • www.nappanee.org

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