



COVID-19: WEST POINT CITY UPDATES

March 16, 2020 – In an effort to implement social distancing practices that have been recommended to help mitigate the spread of COVID-19, **West Point City Hall will be closed to walk-in traffic effective March 17, 2020.**

Although City Hall will be closed, Staff will be available to handle residents' needs by phone or email. To facilitate these important needs, while also following the restrictions and guidelines that have been put in place, the following adjustments have been made:

- **CITY COUNCIL / PLANNING COMMISSION**
 - The March 17th City Council meeting has been cancelled.
 - Arrangements will be made to possibly hold electronic meetings during this time of social distancing. Notice of the meetings and format will be published.
- **UTILITY ACCOUNTS**
 - Utility Payments can be dropped off in the drop box, made online at www.westpointcity.org, mailed, or made over the phone by calling City Hall at 801-776-0970
 - New Utility Applications can be printed online and emailed to ldavies@westpointcity.org, faxed, placed in the drop box in the northeast corner of the parking lot, or mailed. Once received, City Staff will contact you for the deposit payment and any additional information.
 - Utility terminations or account updates may be done via email or phone.
- **BUILDING/DEVELOPMENT**
 - A drop-spot container will be placed at the front doors of City Hall, with a number to call and inform Staff that documents have been placed in the container. Staff will retrieve the documents as quickly as possible.
 - Payment for permits will be taken over the phone.
 - Building inspections will continue as normal *with the exception* of in-home inspections for basement finishes or remodels. These inspections may be postponed. This is to protect both our Building Inspector and the families who live in the home.
 - If you are picking up a building permit, please call ahead and we will make arrangements
- **CITY HALL / PARKS**
 - With children not attending school and the need for outside time, we expect parks to continue to be used. All restrooms are planned to be open by the end of the week and the following will implemented immediately:
 - Frequency of restroom cleaning increased to 2x per day instead of each morning (once in the morning and once in late afternoon).
 - Restrooms will be locked at 10:00pm and reopened each morning.
 - We will no longer accept reservation of City Hall and we will cancel and refund any existing reservations.
 - Park reservations will not be taken for dates on or before May 10, 2020
- **CEMETERY**
 - Cemetery needs will be taken care of over the phone as much as possible by calling City Hall. You may also email our Cemetery Administrator at carnold@westpointcity.org with any cemetery issues.
- **RECREATION**
 - While no decision has been made in regards to the Spring Soccer season, citizens should prepare themselves for a possible cancelation. The Recreation Department will contact those who have registered with updates.
 - Please do not contact City Hall regarding refunds or other inquiries related to COVID-19 and its effect on upcoming programs; more information will be communicated to you once determinations are made.
- **CITY EVENTS**
 - Please watch the City Facebook page for information about the status of upcoming City Events.

Please be assured that West Point City is committed to serving our residents and ensuring that all essential services continue uninterrupted. We appreciate the efforts of everyone in the community in practicing social distancing, frequent hand-washing, sanitizing, and staying informed to help protect the vulnerable and keep our health care facilities from being overwhelmed from rapid spread of COVID-19.

Please plan your shopping carefully and don't over-purchase items that others may need. Let's keep looking out for each other.