



MEMORANDUM

TO: Mayor and Council Members

FROM: Spencer Cronk, City Manager *sc*

DATE: July 27, 2020

SUBJECT: **Phased Reintegration of City Employees Delayed**

The purpose of this memo is to provide an update regarding the phased reintegration plan of City employees. The information contained in this memo was communicated to all employees last week.

At the end of June, you were provided with an update delaying reintegration of City employees back into the workplace. After conferring with local health authorities, we are **delaying all three reintegration phases. Phase 1 reintegration, originally scheduled for June 29, 2020 and delayed to July 27, 2020 will now be delayed until September 28, 2020. We will determine the beginning dates of Phases 2 and 3 at a later time.**

Departments may choose to continue modifying their current operations based on the current public health situation and will consult with local health authorities to help guide them. I have encouraged Departments to continue to ensure a safe and healthy work environment and to allow flexible work schedules for employees to ensure our essential functions are accomplished, while also allowing our employees to continue to telework when possible.

The safety and wellbeing of our workforce and the community continues to be our top priority. If you have any questions, please let me know.