



## Office of the City Administrator

**To:** Mayor Welch, Common Council Members  
**From:** Al Hulick, City Administrator  
**Date:** July 28, 2020  
**Subject:** Discussion and Possible Action Regarding and Update to the City's Face Mask Policy

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### Summary

The City of Milton has updated their existing Face Mask Policy to now include visitors to all public facilities. This policy establishes a uniform policy requiring face masks be worn by City of Milton employees, elected officials, contractors/vendors, and members of the public when inside City of Milton facilities in public, shared, or common areas, when conducting business with the public, and when at outside City of Milton worksites where physical distancing is not possible.

City of Milton Facilities refers to City Hall (710 S. Janesville Street), Police Department (690 S. Janesville Street), Public Works Facility (150 Northside Drive), and the Milton Public Library (430 E. High Street). Parks and their facilities (shelters, Community House, etc.) and polling locations are excluded, but the City encourages community members in those spaces to wear a face mask.

Citizens who appear at these facilities without a face mask, will be provided one by the City of Milton. Individuals who cannot wear a face mask, or refuse to wear a mask will be provided alternative accommodations to conduct their business with the City. These may include online payments, curbside collection from the library, or telephone transactions.

### Recommendation

The City Administration recommends the Common Council approve the update to the existing City Face Mask Policy as presented.