March 31, 2020

RE: COVID-19 Municipal Building Closures

To Whom it May Concern:

In response to the COVID-19 outbreak the City of Talladega is taking extra precautions to protect staff and the public. Effective 3/16/2020:

- City Hall will be **closed** to the public. Please call the department you are trying to reach and either handle business over the phone or **schedule an appointment**: (256) 362 - 8186
  - City Council meetings will be streamed live.
  - Business licenses can be purchased over the phone or in person by appointment only.
  - All other departments will be available by phone.
  - Building Inspector – Call to schedule appointment or purchase permit. Will be conducting scheduled inspections, as necessary.
  - The HR Department will not be hiring until further notice. Employees, please call (256) 299 – 1118 for assistance

- The Water and Sewer Department will accept payments through the drive thru or online ONLY.

- Municipal Court will accept payments in office by appointment or online, but court is postponed till further notice.

- Talladega Parks and Recreation Department will close all recreation centers to the public for 2 weeks (subject to change).
  - Registered Senior Nutrition Program participants may pick up to-go meals outside of the Mabra Center. Track registration will be on hold until we reopen.
  - No mandatory baseball/softball/t-ball practices or meetings until further notice.
  - Opening Day for baseball/softball/t-ball will be delayed.
  - Ballet and gymnastics have been cancelled until further notice.
  - Playgrounds closed until further notice.
- Our business hours are 8:00am-5:00pm Monday through Friday. If you have any questions, please call us at 256-362-0514.

- Talladega Animal Control will have **appointment only** adoptions. They will not set traps until further notice (subject to change). For animal drop offs, please call first. (256) 362 – 5856

- Talladega Public Library will be closed to the public until April 17\(^{th}\) (subject to change). Book drop off is closed and fines will be waived until April 15\(^{th}\) (subject to change).

- Talladega Police Department will take non-emergency police reports over the phone until further notice. No change to emergency calls.

- Talladega Fire Department will continue to respond to emergency calls. Non-emergency needs, call (256) 362 – 3149.

Please call the City Manager’s Office for more information: (256) 362 – 8775.