



# MEMORANDUM

City Manager's Office

**DATE:** August 29, 2020

**THROUGH:** Steve McHarris, City Manager *Steve McHarris*

**FROM:** Ashwini Kantak, Assistant City Manager

**SUBJECT:** Novel Coronavirus/COVID-19 Update #21

**The health of our employees, residents, and businesses remains the highest priority for the City of Milpitas.**

## **Overview:**

The City of Milpitas continues to implement its response to the outbreak of the novel coronavirus and the COVID-19 disease in Santa Clara County, in collaboration with the Santa Clara County Department of Public Health. The previous Council update on August 24 discussed updates on the microenterprise business grant program, small business spotlight, and food distribution.

As the lead agency on public health, the County is regularly updating its guidance, which is available in five different languages and can be viewed [here](#). The County also has a [data dashboard](#) that is updated with all the latest information. The City continues to work closely with the County to ensure the safety and security of our community.

## **Key Updates:**

Gov. Gavin Newsom announced a new framework on Friday, August 28 on how business re-openings will be conducted during COVID-19. The updated framework and guidelines may allow some Santa Clara County businesses currently restricted to outdoor service to open indoors, under capacity restrictions, on Monday, August 31.

Newsom's order gives sectors like restaurants, barbershops, hair salons and other retail more information about requirements to reopen indoors. For counties like Santa Clara, where the coronavirus is most widespread in the new framework, [these re-openings require limiting capacity to 25%](#) for most business sectors. Restaurants, gyms and fitness centers may not reopen indoors.

Under the State's framework, the former "County Monitoring List" will be replaced with the "Blueprint for a Safer Economy." Under this new framework, counties will be classified into four color-coded categories depending on the number of COVID-19 cases per 100,000 residents and the county positivity rate (defined as the percentage of tests that come back positive).

The categories — purple (widespread risk), red (substantial risk), orange (moderate risk), and yellow (minimal risk) in descending order of business restrictions — will determine how much of a county's economy can be open. Santa Clara County is one of thirty-eight California counties where COVID-19 is most widespread under those criteria and is purple. Purple, or widespread risk counties, account for approximately 85% of the population of California.

If the two statistical measures of cases per 100,000 residents and the county positivity rate can be lowered sufficiently and the numbers hold for a two-week period, Santa Clara County's status would move to red (substantial risk), where those businesses could operate at 50% capacity indoors.

Tiers will be updated every Tuesday and the fastest a county can be moved to a less restrictive tier is three weeks. Where county and state rules conflict, the stricter rule will apply. The State indicated that they believe a longer wait time between moving tier levels will offer a safer slow-but-steady reopening.

A new website has been launched at [covid19.ca.gov/safer-economy](https://covid19.ca.gov/safer-economy) explaining the framework in greater detail.

On August 28, Santa Clara County Public Health Department released a statement about the State's new regulatory framework. The statement indicates that under the new framework, hair salons and barbershops that follow the safety guidelines put in place by the County and State will be allowed to open for indoor operations effective Monday, August 31. Indoor malls, which the State had previously closed in Santa Clara County, may also be able to reopen if in compliance with all State and County requirements, but only at 25% capacity. The County further stated that the local Risk Reduction Order related to indoor shopping malls remains in effect, and they are continuing to evaluate the new framework and will provide additional information as it becomes available.

### **Food Distribution**

Since the Shelter-In-Place Order went into effect, over 125 seniors and counting have signed up for the Senior Nutrition Program and have started receiving meals. As of this week, more than 9,036 hot and healthy lunches have been served to seniors. The Nutrition Program also now offers seniors the option to order additional meals on Friday to take home for the weekend. One hundred thirty-two seniors have also been registered for Meals on Wheels with the assistance of Recreation and Community Services staff.

On Saturday, September 5, City employees partnered with Second Harvest Food Bank and distributed groceries to more than 800 families, exceeding the expectation of 700-750 families. Food distribution is also scheduled for September 5 and is anticipated to provide groceries for at least 700 families.

**Community Partnerships:** The City continues its community partner outreach to provide first responders with needed protective equipment, including hand sanitizer, sanitizing wipes, non-latex gloves, N95 face masks, and simple face masks in their original packaging. All donations for first responders can be dropped off at any Milpitas fire station.

---

## **Milpitas Response and Preparations**

The City of Milpitas continues to operate at Stage 5 (Extremely High Response) of our Pandemic Management Plan. Operating at Stage 5 translates into the suspension of all non-essential City programs and services, the closure of City facilities, and full activation of the City's Emergency Operations Center (EOC).

Our City's response will enable us to fulfill the four priorities of our Pandemic Response Plan:

1. **Protecting Our People:** Ensuring the safety and well-being of our employees.
2. **Continuity of Essential City Operations:** Sustaining delivery of critical City services.
3. **Effective Communication:** Ensuring timely and consistent communication internally with our employees and externally with our community.
4. **Support the Santa Clara County Public Health Department:** Provide resource and communication support to assist the County Public Health Officer, the County, and all our partners in mutual commitment to protect the people of our communities.

### **Current Status on City Services and Operations:**

All City facilities are closed to the public until further notice. The Office of Emergency Services continues to operate the Emergency Operations Center (EOC) at a full activation level.

- **Police Department Public Lobby:** The Milpitas Police Department lobby is open during business hours, 8 AM to 5 PM. Supplemental safety measures are in place to ensure the safety of our staff and visitors. Community members can contact the non-emergency number (408-586-2400) for any further questions.
- **Public Meetings:** City Council meetings will continue to be set up for Council and required staff to call in. Due to the State's relaxation of the Brown Act, there will be no publicly accessible gathering space arrangements. The public may livestream the meeting on the City's [Website](#), [Facebook](#), and [YouTube channel](#), as well as virtually provide [public comments](#) during the meeting. The majority of Board, Commission, and Committee meetings are cancelled or postponed until further notice. Accommodations are being made to hold any essential meeting virtually.
- **City Employees:** The City is continuing to have employees work in person or remotely on essential services and other City functions. City staff has developed a self-check protocol that enables the safety of all employees. The protocols apply to all employees who are regularly coming to work to perform an essential service and may interact with the community or with other employees. Each City Department is responsible to coordinate the process for their respective employees. The self-check protocols are based on guidance from the Center for Disease Control and Prevention and will be updated according to any changes to CDC guidance.
- **Permit Center and Inspection Services:** Although the Permit Center located at City Hall is closed for in-person services, staff continues to provide permit and plan review services via email, website information, telephone, and tele or web conferencing. All construction is currently allowed as indicated in the latest Santa Clara County Public Health Order. However, construction activities

must implement mandatory risk reduction measures and comply with the [Mandatory Directive for Construction Projects](#) effective July 13. For detailed City service descriptions, refer to the latest [Permit Center and Inspection Services Information Flyer](#).

- **Recreation and Community Services:** All Recreation programs, classes, and facilities have been carefully evaluated to ensure public safety as programming restarts. The City has developed [an approach](#) for summer Recreation programming to restart that upholds guidance and best practices from County public health authorities. Parks are available for passive recreation only, and all Park playgrounds, picnic areas, and other shared spaces are taped off and closed to the public. All community programs and gatherings are cancelled until further notice, including private rentals in City facilities and park picnic areas. The Senior Center remains closed for programming. The center offers “to-go” lunches, as a continuation of its Senior Nutrition Lunch Program.
- **Other City Services:** Water, sewer, stormwater, and traffic signal operation services continue to operate at normal levels. Staff also continues to provide maintenance services for facilities, fleet, parks, enhanced cleaning for some City facilities, emergency services for trees and streets, and Underground Service Alert services for construction projects that are allowed under the County order. Staff continues to work with Milpitas Sanitation to ensure adequate staffing is available for solid waste collection in the City. Public Works staff are also working to ensure compliance with local, state, and federal regulations for all public works services. The City has established a virtual Utility Call Center from employees’ homes to ensure continuity of services. Meter reading staff will continue to respond to water service calls and maintain the City’s meter reading schedule.
- **Volunteers:** The City's Milpitas Volunteer Program (MVP) continues to recruit volunteers for various community support efforts during the COVID-19 pandemic. Community members looking to register as a volunteer and receive regular monthly updates on local volunteer needs can [visit our volunteer page](#).

**Public Information:**

The City will continue to update its [COVID-19 webpage](#) that has been established specifically for information about coronavirus. We will also be providing regular public updates through our social media accounts on Facebook, Nextdoor, and Twitter.