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| DATE: |  July 29, 2020 |
| TO: | Local Media Outlets |
| FROM: | Mayor Dean R. Kaufert |
| RE: | Mayoral Order 20-01: Related to COVID-19 |

**Neenah, WI** The City has issued Mayoral Order 20-01: Related to COVID-19 and mask requirements for city owned buildings.

Beginning Thursday, July 30, 2020 all City employees will be required to wear masks when in common areas, when meeting with other employees, or when interacting with the public. Members of the public are encouraged to wear masks when entering all government buildings, but will only be required to wear a mask when entering a specific department within any city owned building. This will allow members of the public to access early voting and meetings of the Common Council whether they are wearing a mask or not.

“Protecting our employees and the public is vitally important during this pandemic,” said Mayor Dean Kaufert. “We feel this is a necessary step to ensure the continuation of city operations and necessary services such as Police, Fire, and Public Works, along with all the other valuable entities within our control.”

Contact:

Mayor Dean R. Kaufert

Phone: (920) 886-6104

Cell: (920450-3058

Email: dkaufert@ci.neenah.wi.us