

# CITY OF COTTONWOOD

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## Mayoral Directive Related the Local Declaration of Emergency-COVID-19

Direct the updating of the Emergency Operations Plan (EOP) plan to include the Pandemic Disease Continuity Plan and formally activate the EOP.

Authorization the purchase of needed supplies and items to continue to effectively operate City services.

Authorize the City Administrator to amend personal policies, hire temporary employees, adjust work schedules, shift position responsibilities and implement administrative leave as necessary.

Authorize the City Administrator to close city facilities and restrict public access as necessary. Authorize the establishment of a volunteer coordination effort directing designated staff to inventory city community and business needs.

Direct Finance to track financial revenue and expenses related to this event for potential state and federal assistance.

The Mayor may add or rescind to this Directive as needed.

We will be evaluating the situation as it evolves and will update the community as we are able.

Corey Moseng, Mayor  
City of Cottonwood, MN