



## **FOR IMMEDIATE RELEASE**

Jessica Spaulding  
On behalf of the City of Dana Point  
(949) 233-8575  
jessica@spauldingthompson.com

### **City Statement on COVID-19**

**Dana Point, CA (March 16, 2020)** Today we are announcing a major shift in our City's operations as we continue to implement mitigation measures in response to the COVID-19 outbreak. Starting today City Hall has closed all public counters and lobbies. The City leadership team and key staff will remain on-site but some of our staff will be working from home to practice responsible social distancing.

The following operational changes will be effective Monday, March 16, through the end of March, or until further notice. Today we will be transitioning to online and telephone services to ensure the safety of the public and our City employees.

The operational changes are as follows:

#### City Hall

City Hall will be closed to the public through March 31, or until further notice. Essential City services will continue, but in-person services at City Hall will be suspended through March 31, or until further notice. City Hall will transition to online services; residents and businesses are encouraged to call our main line at 949-248-3500 or send an e-mail to [info@danapoint.org](mailto:info@danapoint.org). Your inquiry will be directed to the appropriate staff person.

#### City Services

All services requiring in-person visits or public service counter assistance (including building permits) will be suspended or made available via phone, online or through email.

- Building inspection services will continue.

- All Public Works services will remain in place with the exception of in-person permit submissions or parking permit requests, which can be made online at [publicworks@danapoint.org](mailto:publicworks@danapoint.org).
- Refuse collection, routine street maintenance and street sweeping will continue per the usual schedule.

### Dana Point Police Services

While the lobby of Police Services is closed, the blue phone outside of the door is operational and can be used to access Police Services. The City encourages everyone to call 949-770-6011 for non-emergency police assistance and 911 for emergency assistance.

### City Meetings

Tomorrow's City Council meeting will take place via teleconference. The City Council meeting scheduled for April 7, 2020, will be canceled or conducted by teleconference. Electronic comments are encouraged. Commission meetings will either be suspended or conducted by teleconference at least through April, or until further notice. Written comments may also be submitted by email to [kward@danapoint.org](mailto:kward@danapoint.org).

### Community Center and Recreation Programs

City Parks will remain accessible to the public and their maintenance and upkeep will continue with additional cleaning services.

### Animal Care Services

The San Clemente-Dana Point Animal Shelter will be limiting their in-person services, beginning today. The shelter's office will be closed to the public, but sheltering services will be available.

- Adoption services will continue and appointments to schedule interactions with adoptable pets can be arranged by phone at 949-492-1617.
- Animal Control Officers will continue to accommodate the most emergent health and public safety issues in the community.
- Pet licensing can be done at the shelter by mail by sending payment to: 221 Avenida Fabricante, San Clemente, CA 92672; over the phone by calling 949-

492-1617; or submitted into our drop box located next to the front door of the shelter.

For additional assistance, please call 949-248-3500. These changes were put into effect by City Manager Mark Denny in accordance with the City's emergency declaration for COVID-19. The situation is fluid and information provided in this statement is subject to change.

The City is following guidance from the Federal, State and County authorities.

Additional resources are available:

The Orange County Public Health Care Agency COVID-19 Health Referral Hotline:  
1 (800) 564-8448.

[Orange County Health Care Agency information webpage](#)

[California Department of Public Health COVID-19 Information webpage](#)

[The Centers for Disease Control and Prevention COVID-19 Information webpage](#)

Thank you for your patience and consideration as we seek to maintain essential public services while striving to protect the health and welfare of our community.