



CITY MANAGER'S OFFICE
3300 Capitol Avenue, Building A | PO Box 5006, Fremont, CA 94538
www.fremont.gov | Phone: (510) 284-4000

Date: March 17, 2020
To: All City of Fremont Employees
From: Mark Danaj, City Manager
Subject: Message to Fremont employee family about COVID-19

Dear City of Fremont employees-

The Coronavirus Disease 2019 (COVID-19) public health crisis is an evolving and unprecedented challenge for both the City of Fremont and governments around the world. I want to assure you that the City Leadership Team's number one priority during this time is to protect the health and safety of both our employees and residents of the City of Fremont.

It was in the interest and wellbeing of those who live and work in Fremont, that we made the decision to close City Hall and City facilities/buildings on Sunday. As we've recently communicated, this office closure is now expected to continue until April 7, 2020 and is aligned with the Alameda County Public Health Department recent Shelter-in-Place Order issued.

Given these closures, department heads have been in contact with all of you to create teleworking and paid administrative leave plans. We are committed to and value our City of Fremont employees, and I want to reinforce that all City employees will be paid during this closure, currently scheduled through April 7. We will continue to keep in contact with regular updates on COVID-19 and its impact on our organization and the community. Should the closure of City Hall and other non-essential City offices be extended beyond April 7, we will notify you as soon as this evaluation has been made.

I am so grateful for everyone's continued hard work, dedication, and flexibility as new updates surrounding COVID-19 have been rolling in on a daily basis. The spirit and professionalism of the Fremont organization is truly remarkable. In an effort to keep necessary City resources available to our community, it is vital that you, as a City employee and Disaster Services Worker, remain available to address any related hurdles we may face as we continue to provide essential services to the community on this rapidly evolving situation.

Thank you again for your service to Fremont. May you and your families stay safe during this challenging time.