

## County Closes Public Access to Offices While Still Providing Essential Services

Leon County <leon@service.govdelivery.com>

Fri 3/20/2020 4:35 PM

To: Kevin Peters <PetersK@leoncountyfl.gov>

 Leon County Government - banner

### County Closes Public Access to Offices While Still Providing Essential Services

To further limit any possible transmission of the coronavirus (COVID-19), Leon County will close public access to County offices effective Monday, March 23 through April 19, which may be extended in the future. Closing public access to facility lobbies and public areas is consistent with the State of Florida and health expert guidance.

During the closure, all Leon County work areas will be appropriately staffed to provide essential services through online- and phone-based systems during normal business hours. Some County offices will alter how they provide certain services so as to best serve the public safely, and a list of specific service delivery changes can be found below and at <http://www.LeonCountyFL.gov/ei>.

If you have any questions about possible service delivery changes, please call the County department or division during normal business hours. To view City of Tallahassee service changes, visit [www.Talgov.com](http://www.Talgov.com).

Leon County continues to offer the following programs and services during this period for the enrichment of the community:

- **Leon County Library services-** Library card holders can download eBooks, audiobooks and magazines as well as stream movies with Kanopy. Individuals can sign up for a library card online at [LeonCountyLibrary.org](http://LeonCountyLibrary.org) and immediately gain access to these free resources and others like Learning Express, Universal Class, Auto Repair Source, and more.
- **Leon County Parks and trails, including greenways-**To find a site for outdoor adventure, visit [www.Trailahassee.com](http://www.Trailahassee.com).

Below, you will find specific Leon County service delivery changes as we continue providing essential services for the community:

#### Offices with Drop Boxes or Paper Delivery to Continue Certain Essential Services

- **Animal Control** – Citizens that require Animal Control services should call 850-606-5400. If there are original documents that must be turned into Animal Control or if a citizen is requesting records, they should contact Animal Control and our staff will make arrangements to retrieve original documents and mail records.
- **Development Support and Environmental Management (DSEM)** – If you wish to submit a paper application or other documentation to County DSEM, please place those items in the marked drop

box located outside the main entrance of the Renaissance Building, located at 435 N. Macomb Street, Tallahassee, FL 32301.

- **Emergency Medical Services** – Staff will provide assistance in obtaining the documentation required to complete the request and will arrange for the exchange of information and mailing of records. Call the EMS office to arrange exchange at (850) 606-2100.
- **Purchasing Division** – A drop box for procurement bids will be available at 1800-3 Blair Stone Road.

### **Offices Closed to Public with Essential Services Provided Online or by Phone**

The following offices will be closed to the public but will still offer most services via phone, email or online during usual business hours (generally Monday through Friday, 8 a.m. to 5 p.m.)

- **County Administration** | (850) 606-5300
- **County Attorney** | (850) 606-2500
- **Community and Media Relations** | (850) 606-5300
- **Department of PLACE (Planning, Blueprint, Office of Economic Vitality)** | (850) 219-1060
- **Division of Tourism** | (850) 606-2300
- **Office of Information Technology** | (850) 606-5100
- **DSEM** – All permitting and inspection services will continue to be provided. As always, permit applications may be completed remotely through our customer service portal (<https://www.tlcpemits.org/>) or by contacting our offices directly at (850) 606-1300.
- **Emergency Medical Services** – Individuals that are requesting Emergency Medical Services records or that need billing assistance should call the EMS office at (850) 606-2100.
- **Human Services and Community Partnerships (HSCP)**
  - **Housing Services Resources** - For further assistance, please call Matthew Wyman, Housing Services Manager, (850) 606-1900.
  - **Human Services and Primary HealthCare** - For further assistance, please call Malinda Harris, (850) 606-1948.
  - **Veteran Services** - For further assistance, please call Ben Bradwell, Veterans Services Manager, (850) 606-1940.
- **Leon County Courthouse and Judicial Courts** - Certain essential proceedings will still be conducted with limited access for pro se and emergency filings.
- **Office of Intervention and Detention Alternatives (Pretrial Release and County Probation)** – Clients should continue to contact their Probation/Pretrial Officer by telephone or e-mail. Operational updates and instructions for compliance will be available through the IDA's automated line at (850) 606-5602.
- **Parks** – The radio flying club is now closed. Passive parks and greenways remain open.
- **Public Works** – only notarized Advanced Septic System Upgrade Application forms can be accepted by e-mail.
  - **Engineering** – Plans submitted for review will only be accepted electronically.
  - **Operations** – Private Road Grading and Mosquito Hand Spray requests will be accepted via email or telephone. These services will be paid for electronically.
  - **Solid Waste** – Household hazardous waste collection and public drop off of yard debris, tires, and white goods at the Solid Waste Management Waste Facility are suspended, and the County is no longer offering free mulch. Only commercial services (WastePro) are operating at the facility.
- **Property Appraiser's Office** – Remains fully operational and nearly all services can be handled by phone or electronically. Please call (850) 606-6200.

- [Leon County Sheriff's Office](#) –For a full list of LCSO suspended services, visit <http://www.leoncountysoc.com/citizen-center/public-alerts>. Please call (850) 606-3300.
- [Tax Collector's Office](#) – Please call (850) 606-4700.
- [Clerk of the Circuit Court and Comptroller](#) – Certain essential proceedings may still be conducted. Please call (850) 606-4000.
- [Supervisor of Elections](#) – Campaigns and other groups that have petitions or Florida Voter Registration Applications that are facing deadlines can be submitted by appointment arranged by email at [vote@LeonCountyFL.gov](mailto:vote@LeonCountyFL.gov) . Please call (850) 606-8683.

An updated list of closures and service changes will be maintained on [www.LeonCountyFL.gov/ei](http://www.LeonCountyFL.gov/ei).

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850.606.5300 | [cmr@LeonCountyFL.gov](mailto:cmr@LeonCountyFL.gov) | [www.LeonCountyFL.gov](http://www.LeonCountyFL.gov)

301 S. Monroe St., Suite 502, Tallahassee, FL 32301

 Make It Count

The 2020 Census is approaching and Leon County Government wants you to Make It Count. Learn how at [www.LeonCountyFL.gov/Census](http://www.LeonCountyFL.gov/Census)

Update your subscriptions, modify your password or e-mail address, or stop subscriptions at any time on your [Subscriber Preferences Page](#).

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## City of Tallahassee - City Offices to Close to the Public Beginning March 23

City of Tallahassee <cityoftallahassee@my.talgov.com>

Fri 3/20/2020 4:46 PM

To: Kevin Peters <PetersK@leoncountyfl.gov>

 City of Tallahassee

## City Offices to Close to the Public Beginning March 23

### Online Portals Strengthened for Citizen Assistance

The City of Tallahassee is committed to ensuring the reliability of its essential municipal services, while protecting the health of residents and employees. With confirmed cases of COVID-19 in the community, the City is taking additional measures to help slow the spread of the virus.

In line with the closure of Tallahassee's state offices to the public until April 19, City offices will also close to the public beginning March 23. To the greatest extent possible, City employees will work remotely during this time.

While in-person functions are suspended, residents can connect with City resources via telephone, the [DigiTally](#) and [e+](#) mobile apps and online at [Talgov.com](#).

A full list of City operational changes and key contact information can be found at [Talgov.com](#).

For several weeks, the City has been operating under enhanced cleaning protocols at all its facilities, including the Tallahassee International Airport and on City buses. This will continue while City facilities are closed to the public.

Residents are encouraged to stay informed with accurate information from the State of Florida Department of Health at [FloridaHealth.gov](#), Leon County Government at [LeonCountyFL.gov/ei](#) and from the City of Tallahassee at [Talgov.com](#). You can also stay informed by following [@CityofTLH](#) on [social media](#).

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 Follow us on Instagram  Follow us on LinkedIn

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Replies are automatically deleted. For questions regarding this message, refer to the contact information below.

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