

# City of West Liberty Public Notice

Updated 04/03/2020

The City of West Liberty joins other surrounding communities in sharing concern for the spread of the COVID-19 (coronavirus). To help reduce the chance of community spread of the virus in West Liberty, effective Monday, March 16, 2020 the City of West Liberty will restrict public access to City Hall. We apologize for any inconvenience this may cause; however, with the minimal staffing levels the City maintains we must ensure we are taking every reasonable precaution to protect our team from exposure to this virus.

We ask anyone needing to conduct business at City Hall call us first at (319) 627-2418 to discuss the process for such business. City Hall Administration will be available to serve you by phone or email during business hours: 8:00am-4:00pm Monday-Friday.

Please follow us on City's Facebook page [City of West Liberty@WestLiberty.IA](https://www.facebook.com/CityofWestLibertyIA) and City's Website [www.cityofwestlibertyia.org](http://www.cityofwestlibertyia.org) for updates and additional information.

The following services will be limited or closed for access starting March 17, 2020 through April 06, 2020. The City will look to resume public access and open services on Monday April 6, 2020. Please keep in mind this will be subject to change depending on any the current conditions with the COVID-19 virus.

**West Liberty Public Library: Closed**

**Parks and Recreation Activities/ Facilities: Closed**

**City Hall/Police Department Public Access: Closed**

**All other City Services will remain operational with limited public access between Employees and Customers.**

**Suspended services: Dumpster Rental and Additional item curbside services until further notice.**

## Payments and Service Applications

Payments Online [www.cityofwestlibertyia.org](http://www.cityofwestlibertyia.org)

- Payments via mail 409 N Calhoun St West Liberty, IA 52776
- Drop Box Locations City Hall Calhoun St Front Window or Casey's Parking Lot next to mailbox. Cash payments must be made for the exact amount. Two employees will verify all drop box payments and record them on a daily log. If you would like a receipt, we ask you note this on your utility bill stub submitted with payment.
- Building Permit applications are located online for you to print and complete. Please contact City Administration for further instructions for processing 319-627-2418 during City Hall business hours 8:00am-4:00pm Monday-Friday. Inspections for appointments may be limited at this time.
- New Service or change in service forms have been provided online. Please complete your forms and email: [wutility@cityofwestlibertyia.org](mailto:wutility@cityofwestlibertyia.org) or drop off in the City's drop box. If you have any questions, please contact City Hall Administration for further instructions at 319-627-2418 during business hours 8:00am-4:00pm Monday-Friday.

We thank the community for their understanding and patience as we work through the uncharted waters of dealing with this pandemic along with the community.

Lee Geertz, Interim City Manager/City Clerk