



# VILLAGE OF KEY BISCAIYNE

*Village Council*  
Michael W. Davey, Mayor  
Edward London, Vice Mayor  
Frank Caplan  
Luis Lauredo  
Allison McCormick  
Brett Moss  
Ignacio J. Segurola

*Village Manager*  
Steven C. Williamson

## MEMORANDUM

DATE: October 29, 2021  
TO: Village Residents & Employees  
FROM: Steven C. Williamson, Village Manager  
RE: Administrative Policy Encouraging Facial Coverings for Village Employees and Visitors within Village Buildings

Dear Village Residents and Employees:

I am happy to report that there has been a decrease in the number of positive COVID-19 cases across our community. This is a result of our residents and employees' high vaccination rate, access to testing, and low positivity rate. I want to thank you all for taking this virus seriously and most importantly, showing your concern for the health and safety of our fellow citizens.

Accordingly, I am updating my previously issued administrative order issued on August 2, 2021. In its place, I am instituting a general administrative policy **encouraging** the use of facial coverings and social distancing in all indoor Village facilities for employees and for visitors. This administrative policy supersedes all previous policies relating to facial coverings at Village facilities.

In concert with this general administrative policy, the Village will continue to require certain measures to preserve the health, safety and welfare of the Village Council, Village employees and the public we serve at specific Village facilities and events. These measures will be clearly communicated to the public and posted at the facilities and events requiring specific safety procedures. Upon request, the Village will work with individuals unwilling or unable to comply with these health and safety measures to ensure access to essential government services.

The health and safety of our community and employees remains a top priority, and we will continue to do our best to maintain a healthy work environment and provide quality municipal services.