

**VILLAGE OF WOODLAWN
UPDATE ON VILLAGE OPERATIONS AS OF MARCH 18, 2020
AND COVID-19 CORONAVIRUS**

VILLAGE OFFICES REMAIN CLOSED TO THE PUBLIC

The Village Municipal Building will remain closed to the public. Village offices will remain open and available to conduct business via telephone or email. For further clarification of available services, please see the statements below by department.

Police Department - The Hamilton County Police Chiefs Association has adopted the Hamilton County Sheriff's Office COVID-19 Contingency Plan as the preferred protocol for policing in each jurisdiction, with some adjustments for each municipality. This plan includes the implementation of Limited Reporting Procedures, Limited Auto Crash Response Procedure, Limited Medical Response Procedure, and Non-Emergency Crime Reporting Procedures. Payments for traffic violations can be made over the phone at 513-772-1273 or 513-771-8480.

- The Woodlawn Police Officers will not respond to non-violent property crimes or crimes not in progress. **They will respond to:**
 - Crimes in progress (i.e. Theft, burglary, robbery)
 - Crimes of Violence (i.e. Domestic violence, assault, shooting, etc.)
 - Crimes requiring the collection of evidence
 - Structure Fire(s)
- Limited Auto Crash Response Procedure (LACRP) will be initiated. The Woodlawn Police Officers will only respond to an auto crash, if any of the following apply:
 - Person(s) Injured
 - Vehicle blocking the traffic way requiring a tow truck
 - Unusual circumstances (i.e. DUI, utility pole or wires down, etc.)

The drivers involved in minor accidents should exchange information take photos and respond to the Police Division to file the report. The drivers have 72-hours to report these incidents.

- Limited Medical Response Procedure (LMRP) will be initiated. The Woodlawn Police Officers will only respond to medical calls for service as follows:
 - Amputation
 - Severe Bleeding
 - Heart Attacks
 - Choking
 - At the request of the Fire Department backup

Tax/Finance - DROP-OFF TAX RETURN PREPARATION IS AVAILABLE. Envelopes have been placed in the main lobby. Please place your tax information in the envelope and include your name, address, phone number, and email address on the outside of the envelope. The tax department will contact you once your return has been completed. You will eventually have to stop and sign a copy of your tax return.

Or you can mail, email, or fax your forms to the Woodlawn Tax Department.

When dropping off or sending your information, please provide copies of your

- W-2s (be sure include the version that shows taxes paid to other cities, if any, in Box 18)
- Schedule C
- Schedule E
- 1099 Misc.

For any questions please call the Tax Department at 771-6130 ext. 1104.
For Fax: 771-1496

Mailing address:
Village of Woodlawn Tax Department
10141 Woodlawn Blvd.
Woodlawn, Ohio 45215

Recreation Center - The Recreation Center is presently closed until April 3, 2020. All programs and events have been cancelled. This closure will likely be amended based on the progress combating the COVID-19 Coronavirus.

Public Works - The crews will be working; however, contact with the public will be limited.

Fire Department - The Fire Department will continue to response to emergency calls for service. However, protocol for Fire personnel has been modified to assist in protecting the Fire personnel and reducing the spreading of the Coronavirus. Fire personnel may respond to your house/business wearing personal protective gear, including a mask or gown.

Thank you for your continued patience as we work collectively to contain the spread of the COVID-19 virus. This situation is unprecedented in our lifetimes and we are committed to following the rules and orders of the U.S. Government and the State of Ohio as well as practicing the guidelines presented by our health organizations. As this situation is constantly changing and updates are provided on a daily basis, please watch for additional information through the Village's website and social media platforms.

Jerry Thamann
Municipal Manager

The Village of Woodlawn continues to receive regular updates from the Hamilton County Public Health District (HCPHD), the Ohio Department of Health (ODH), and the Center for Disease Control (CDC). As updates are received, the City will post the information on our social media platforms and thorough our email notification system.