



**CITY OF FILLMORE**  
CENTRAL PARK PLAZA  
250 Central Avenue  
Fillmore, California 93015-1907  
(805) 524-3701 • FAX (805) 524-5707

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**Business Name: City of Fillmore**

**Address: 250 Central Avenue, Fillmore, CA 93015**

**Posted Date: August 27, 2020**

Note: Throughout this guidance the word "car" is used to denote any car, van, small truck, camper, or other vehicle in use for private transportation. The City may limit the types or sizes of permitted vehicles as needed.

#### **A. Workplace Policies and Practices to Protect Employees Health**

Self-Employee Screening. Employees are conducted a self-screening before starting the workday. Checks must include check-in concerning cough, shortness of breath, difficulty breathing and fever or chills and if the employee has had contact with a person known to be infected COVID-19 in the last 14 days. These checks can be done remotely or in person upon the employees' arrival. Employee will contact the COVID-19 Plan administrator if feeling any symptoms prior to arriving to the worksite.

Employees are instructed to wash or replace their face coverings daily.

Employees will work at least six feet apart.

Restrooms and other common areas are disinfected frequently, on the following schedule:

Restrooms: 6:30 p.m.; 8:30 p.m.; 10:30 p.m.

Trash cans: 6:30 p.m.; 8:30 p.m.; 10:30 p.m.

Hand sanitizer effective against COVID-19 will be made available to all employees.

#### **B. Measures to Ensure Physical Distancing**

Cashless reservation system has been implemented.

Vehicles must be parked on designated areas and no gatherings outside of vehicles are permitted. Parking spaces for viewing at drive-in theaters are limited to either every other spot or reconfigured to ensure adequate distance between vehicles.

Each vehicle is limited to occupancy by members of the same household who have already been in close contact with each other. If not utilizing restrooms, patrons must remain in their vehicles. Patrons cannot site outside of their vehicles, e.g. to vie a drive-in movie near their vehicle. The only exception are those patrons who are in truck beds.

- Entering cars are prohibited from exceeding their maximum occupancy. 1 patron per seat belt.
- Staff people wearing cloth face coverings are stationed at least six feet apart to direct patrons to open parking spaces.
- Playgrounds for children, picnic areas and areas intended for pre-screening adult recreation are closed.
- Staff people wearing cloth face coverings are stationed at entries to concession and restroom areas at least six feet from each other and from the nearest patrons to assure maintenance of 6-foot distancing online and within facilities.
- Restrooms are reconfigured and occupancy is limited so that a 6-foot distance can be maintained between individuals at all times. The 6-foot requirement applies in all cases except for individuals accompanying members of their own household who require assistance (e.g. children or individuals with disabilities).
- If patrons need to line up to enter the restrooms, tape or other markings identify both a starting place for patrons arriving and 6-foot intervals for subsequent patrons who are joining the line.

#### **C. Measures for Infection Control**

- Patrons arriving at the establishment are reminded to wear a face covering at all times (except while eating or drinking, if applicable) while in the establishment or on the grounds of the establishment. This applies to all adults and to children 2 years of age and older. Only individuals who have been instructed not to wear a face covering by their medical provider are exempt from wearing one. To support the safety of your employees and other visitors, a face covering should be made available to visitors who arrive without them.
- Patrons arriving at the site with children must ensure that young children do not leave their cars unaccompanied. If a child must go to the restroom or join an adult at the concession area, the accompanying adult must assure that the child stays at their side, does not touch any other person or any item that does not belong to them, and wears a cloth face coverings if age permits.

#### **D. Measures that Communicate to the Public**

- Online outlets of the establishment (website, social media, etc.) instruct patrons on how to purchase tickets online and any policies related to proof of purchase at the site.
- Online outlets of the establishment (website, social media, etc.) provide clear information about opening hours, required use of face coverings, policies in regard to preordering, prepayment, and other issues. A copy of this protocol is posted at all public entrances to the facility.
- An on-screen announcement prior to screening is used to reinforcement patron awareness of requirements related to physical distancing and infection control, as above.

**Any additional measures not included above should be listed on separate pages, which the business should attach to this document.**

**You may contact the following person with any questions or comments about this protocol:**

**Business Contact Name:** Erika Herrera

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**Phone number:** 805-946-1712

**Date Last Revised:** August 26, 2020