



EMERGENCY PROCLAMATION

05-01-2020

WHEREAS, the City's first Emergency Proclamation was approved and issued on Friday, March 20, 2020 and is hereby terminated; and

WHEREAS, the Governor of the State of Oklahoma on Wednesday, April 22nd, announced his "Open Up and Recover Safely" (OURS) Plan, a three-phase approach to open Oklahoma's economy; and

WHEREAS, the City's first Amended Emergency Proclamation was approved and issued on Thursday, April 23, 2020, implementing Part 1 of Phase 1 and is hereby amended in order to implement Part 2 of Phase 1 of the Governor's "Oklahoma's Open Up and Recover Safely Plan"; and

NOW, THEREFORE, I, EDDIE ODLE, THE MAYOR OF THE CITY OF THE BLANCHARD, OKLAHOMA, BY THE POWERS INVESTED IN ME BY OKLAHOMA STATE LAW AND MUNICIPAL CODE, AND ON BEHALF OF THE CITY COUNCIL, DO HEREBY PROCLAIM FOR THE CITY OF BLANCHARD, McCLAIN COUNTY, OKLAHOMA, AS FOLLOWS:

SECTION I: It is still vital (essential) that ALL residents of the City of Blanchard maintain **SAFE PRACTICES TO AVOID CONTRACTING COVID-19, through June 1st, 2020**, or unless modified prior to that date. These practices include (but are not limited to):

- *maintaining social distancing at ALL times;*
- *limit gatherings to ten (10) people or less, shopping alone whenever possible;*
- *wearing a mask or handkerchief covering the mouth and nose at ALL times while in public; and*
- *minimizing non-essential travel, with adherence to CDC-guidelines and Executive Orders regarding isolation following travel;*
- *Individuals over the age of sixty-five (65), or who are part of a vulnerable population, should continue to strictly follow safer-at-home guidelines as prescribed by the State of Oklahoma.*

SECTION II: The City of Blanchard will follow the Governor's OURS Plan with the following local restrictions:

- a) *On May 1, 2020, the following businesses can reopen in Blanchard:*
- *Dining, entertainment, movie theatres and sporting venues can operate using CDC-recommended social distancing and sanitation protocols and following the Oklahoma Department of Commerce guidelines (see attached).*
 - *Gyms, if they adhere to CDC-recommended social distancing and sanitation protocols.*
 - *Places of worship for in-person meetings or worship by leaving every other row or pew open and adhere to CDC-recommended social distancing and sanitation protocols, plus the guidelines from the Oklahoma Department of Commerce.*
 - *These businesses shall post the CDC-recommendations and the Oklahoma Department of Commerce guidelines for their customers to read.*

SECTION III: The following City of Blanchard facilities shall remain closed until the expiration of this State of Emergency Declaration or until further notice:

- a) *Senior Citizens Center;*
- b) *Old City Hall;*
- c) *South Park Sports Complex and Lions Park ballfield;*
- d) *Park Pavilions and Public Restrooms at Lions Park and Crystal Lake Park.*
- e) *City Hall;*
- f) *Public Works;*
- g) *Fire Station;*
- h) *Police Station limited access.*

However, all administrative and emergency services will remain on staff to answer phone calls and conduct essential services during regular business hours from 8:00am to 5:00pm.

SECTION IV: Meetings of all City of Blanchard boards, commissions and committees to include the City Council and BMIA Board of Trustees shall be held by teleconferencing and/or videoconferencing in accordance with Senate Bill 661 or until further notice.

SECTION V: The Blanchard Municipal Court dockets shall remain cancelled, and no arraignments shall be scheduled until May 21, 2020 or until further notice. Currently scheduled arraignments, hearings, and trials will be rescheduled. This includes all juvenile dockets. The Municipal Judge shall issue an order rescheduling cases and the Municipal Court Clerk shall issue written notification of new court dates.

SECTION VI: The following City offices and/or facilities will reopen to the general public with limited access:

- a) Lions Park playground;

SECTION VII: All public and private gatherings, meetings and events with ten (10) or more people are hereby postponed and/or cancelled unless otherwise opened by Executive Order or this Proclamation and no special event permits for gatherings, meetings and events at said locations shall be issued until the expiration of this emergency declaration. Business will continue by phone or on-line or by mail or until further notice.

SECTION VIII: Throughout the term of this Phase reopening, the City of Blanchard will postpone cutting off water service for customers unable to pay their utility bills. There will be no disconnection or late penalties applied to anyone's bill during this time period and extensions will not be required.

- a) *In lieu of making utility bill payments at City Hall, customers are encouraged to make check, money order, or cash payments through the night drop or by mail.*
- b) *Card payments can also be made through the City Website.*
- c) *Questions please call City Hall.*

SECTION IX: This City of Blanchard will implement Phase 2 of the Governor's Plan on May 15th subject to all of Phase 1 guidelines being met, if it is determined that hospital and/or incident rates remain at a manageable level for fourteen (14) days.

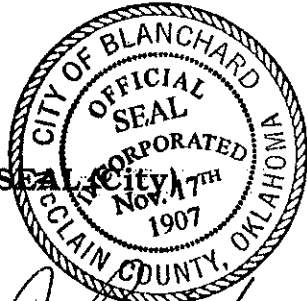
SECTION X: This Proclamation shall become effective Friday, May 1, 2020, upon the signature of the Mayor.

SECTION XI: Further, this Proclamation is subject to amendment if conditions so warrant.

**PASSED AND APPROVED BY THE MAYOR OF THE CITY OF
BLANCHARD, OKLAHOMA, this 30th day of April 2020.**

Eddie dolls

Mayor



ATTEST:

Gregory D. Hill

City Clerk



Employer Guidance for Oklahoma's Open Up and Recover Safely Plan

Administrative Offices

- **May reopen beginning May 1, 2020**
- Must adhere to strict sanitation and disinfecting protocols and social distancing guidelines.

Temperature Checks

Administrative offices should consider use of a touchless infrared thermometer to check the temperature of employee each day. Any employee who has a temperature above 100.4°F should be sent home immediately and not allowed to return to the establishment until they have no fever and no evidence of COVID-19 symptoms. Employers should consider implementing flexible sick leave and supportive policies and practices for employees and consider needs of employees older than 65 years or in other vulnerable populations.

Sanitation & Disinfecting Guidelines

- Use disinfectants that are EPA –registered and labeled as bactericidal, virucidal and fungicidal.
- Prior to reopening, deep clean all surfaces and touch points.
- Regularly disinfect and sanitize shared equipment such as printers, shredders, and copy machines.
 - Consider leaving disinfecting wipes around all shared equipment.
 - Ask employees to wipe down shared equipment after use.
- Conference rooms should be sanitized and disinfected after each use.
- Require employees to take a health questionnaire for symptoms before coming back in to work.
- Consider requiring a short daily assessment to check for symptoms.
 - Any employee or visitor with symptoms should be sent home.
- Strategic placement of approved hand sanitizers for employees and visitors in communal spaces and touch points.
- Encourage employees to wear face masks or cloth face coverings unless they are in their cubicle (with walls), private office or other separated work station.
- Consider designating one person to clean high-touch points at regular intervals.

- Examples of high-touch point surfaces include doorknobs, door handles and push plates, railing, faucets, and toilet flush levers.
- Encourage online communication and avoid close face-to-face communication.
- Prior to reopening, send updated guidelines and workplace protocols to employees on best practices to avoid contamination.
- Clean and disinfect bathrooms regularly, particularly high-touch surfaces, and ensure they have handwashing supplies.
- Employees should use proper handwashing, observe respiratory etiquette, and avoid using other employees' phones, pens, notepads, or other work tools.
- Use signs and posters to remind employees of new protocols, as well as, good hygiene practices.
 - Consider finding sign-in sheet or tracking sheet for regular sanitizing and handwashing.
- Any employees coming into contact with the public should wear gloves and a mask.

Maintain Social Distancing At All Times

Employees and visitors are encouraged to follow social distancing guidelines including maintaining a physical distance of at least 6 feet between individuals.

- Stagger reopening –Do Not have all employees return back to work at once
 - View office layout and find ways to best achieve the recommended 6 feet of social distancing as you gradually increase the number of employees in the office until operations as usual.
 - Consider adding physical barriers where social distancing cannot be achieved.
 - Divide essential staff into groups and establish rotating shifts.
- Stagger arrival of employees and other visitors/clients.
- If possible, cancel or postpone in person events when social distancing guidelines cannot be met.
- Restrict access to visitors not required for business.
 - Take temperature of visitors entering the building and require them to wear a face mask.
- If possible, close breakrooms, community areas where people may tend to congregate.
- Consider designated entrances and exits to minimize face-to-face exposure of patrons entering and exiting the establishment.
- Limit travel as much as possible.



Employer Guidance for Oklahoma's Open Up and Recover Safely Plan

Museums: Historical, Science, Art, and Similar Institutions

- **May reopen beginning May 1, 2020**
- Should adhere to sanitation and disinfecting protocols and social distancing guidelines from the CDC.

Temperature Checks

Museums should consider use of a touchless infrared thermometer to check the temperature of employee each day. Employees with a temperature above 100.4°F are recommended to be sent home until they have no fever and no evidence of COVID-19 symptoms. Employers should consider implementing flexible sick leave and supportive policies and practices for employees and consider needs of employees older than 65 years or in other vulnerable populations.

Sanitation & Disinfecting Guidelines

- Surfaces such as doorknobs, gates, counters, and other items that are high-touch should be regularly cleaned and sanitized.
- Clean and disinfect bathrooms regularly, particularly high-touch surfaces, and ensure they have handwashing supplies. Some facilities, such as restrooms or water fountains may be temporarily closed or restricted. Inform visitors if there is limited access to public restrooms or water fountains.
- Ensure that access to handwashing/hand sanitizing facilities and supplies are available for employees and customers.
- Employees should use proper handwashing, observe respiratory etiquette, and avoid using other employees' phones, desks, offices, or other work tools or equipment.
- Museums should consider sanitization schedules or restricting access to hands-on exhibits until a later phase of the Open Up and Recover Safely Plan.

Maintain Social Distancing At All Times

Employees and visitors are encouraged to follow social distancing guidelines including maintaining a physical distance of at least 6 feet between individuals.

- Arrange outings, such as tours, to have staggered, spaced out timing and ensure physical distancing of 6 feet is implemented.
- Postpone or cancel events where people normally congregate in small spaces.

- Sit down or dining hall restaurants that are incorporated in the museum are still subject to the curbside delivery or take out components until May 1.
- Minimize face-to-face employee and customer interaction. Implement online or other contactless measures to take reservations and payments, or to purchase supplies such as gas or bait.
- Consider displaying posters and signs throughout the museum to frequently remind visitors to take steps to prevent the spread of COVID-19. These messages may include information about:
 - Staying home if you are sick or do not feel well, and what to do if you're sick or feel ill.
 - Using social distancing and maintaining at least six feet between individuals in all areas of the facility.
 - Covering coughs and sneezes with a tissue, then throwing the tissue in the trash.
 - Washing hands often with soap and water for at least 20 seconds, especially after going to the bathroom, before eating, and after blowing your nose, coughing, or sneezing.
 - Using hand sanitizer that contains at least 60% alcohol if soap and water are not available.
 - Avoiding touching eyes, nose, and mouth with unwashed hands.



Employer Guidance for Oklahoma's Open Up and Recover Safely Plan

Entertainment, Movie Theaters, Bowling Alleys and Sporting Venues including Rodeos and Racetracks

- **May reopen beginning May 1, 2020**
- Should adhere to sanitation and disinfecting protocols and social distancing guidelines from the CDC.

Recommended Guidelines for Temperature Checks & Employer Policies

Entertainment venues should consider use of a touchless infrared thermometer to check the temperature of employees each day. Employees with a temperature above 100.4°F are recommended to be sent home until they have no fever and no evidence of COVID-19 symptoms. Employers should consider implementing flexible sick leave and supportive policies and practices for employees and consider needs of employees older than 65 years or in other vulnerable populations.

Sanitation & Disinfecting Guidelines

- Use appropriate antimicrobial disinfectants.
- Prior to opening, entertainment venues, movie theaters, and sporting venues should disinfect the entire facility and equipment.
- Surfaces such as doorknobs, counters, arm rests, bleachers, and other items that are high-touch should be regularly cleaned and sanitized.
- Clean and disinfect bathrooms regularly, particularly high-touch surfaces, and ensure they have handwashing supplies.
- Ensure that access to handwashing/hand sanitizing facilities and supplies are available for employees and customers.
- Employees should use proper handwashing, observe respiratory etiquette, and avoid using other employees' phones, desks, offices, or other work tools or equipment.
- Employees that come into contact with the public should wear face masks.
- As a take away food service, concessions are allowed, but regularly disinfect concession area operated by employees. Concession areas operated by patrons should use single use condiments and should be regularly cleaned and sanitized.

Social Distancing Guidelines

- Facilities need to ensure that customers and employees are maintaining six feet of social distancing.
- For venues with seating, such as movie theaters and sporting venues, offer seating in a staggered manner such that there is six feet of spacing between customer groups. This could include assigning seats with several empty seats in between or offering seating in every other row. Movie theaters may consider only allowing half of their maximum capacity in a given theater.

- Minimize face-to-face employee and customer interaction. Implement online or other contactless measures to take reservations and payments, or other purchases.
- Consider displaying posters and signs throughout facility to frequently remind customer to take steps to prevent the spread of COVID-19. These messages may include information about:
 - Staying home if you are sick or do not feel well, and what to do if you're sick or feel ill.
 - Using social distancing and maintaining at least six feet between individuals in all areas of the facility.
 - Covering coughs and sneezes with a tissue, then throwing the tissue in the trash.
 - Washing hands often with soap and water for at least 20 seconds, especially after going to the bathroom, before eating, and after blowing your nose, coughing, or sneezing.
 - Using hand sanitizer that contains at least 60% alcohol if soap and water are not available.
 - Avoiding touching eyes, nose, and mouth with unwashed hands.



Employer Guidance for Oklahoma's Open Up and Recover Safely Plan

Full Service Restaurants & Quick Service Restaurants offering in-restaurant dining

- **May reopen in-restaurant dining areas beginning May 1, 2020**
- Should adhere to sanitation and disinfecting protocols and social distancing guidelines from the CDC.
 - **Phase one: Table spacing of 6-8 feet with increased occupancy allowed every thirty days until full operations are achieved.**

Recommended Guidelines for Temperature Checks & Employer Policies

Restaurants should consider use of a touchless infrared thermometer to check the temperature of employees each day. Employees with a temperature above 100.4°F are recommended to be sent home until they have no fever and no evidence of COVID-19 symptoms. Employers should consider implementing flexible sick leave and supportive policies and practices for employees and consider needs of employees older than 65 years or in other vulnerable populations.

Sanitation & Disinfecting Guidelines

- Use disinfectants that are appropriate in a food setting.
- Prior to reopening, deep clean all surfaces and touch points with nationally sanitization products.
- Prior to reopening, retrain employees on best practices to avoid contamination.
- Surfaces such as doorknobs, counters, and other items that are high-touch should be regularly cleaned and sanitized.
- Clean and disinfect bathrooms regularly, particularly high-touch surfaces, and ensure they have handwashing supplies.
- Consider using single-use condiment containers.
- Consider using single-use, disposable menus or menus that can be properly disinfected after each guest.
- Encourage touchless payments and digital ordering to further minimize touching of writing implements and high touch surfaces.
- Consider displaying posters and signs to frequently remind guests to take steps to prevent the spread of COVID-19. These messages may include information about:
 - Staying home if you are sick or do not feel well, and what to do if you're sick or feel ill.
 - Reminders of facial hygiene and cleanliness, such as avoid touching eyes nose and mouth with unwashed hands.
 - Covering coughs and sneezes with a tissue, then throwing the tissue in the trash.
 - Washing hands often with soap and water for at least 20 seconds, especially after going to the bathroom, before eating, and after blowing your nose, coughing, or sneezing.
- Consider designating one person to clean high-touch points throughout the day.

- Examples of high-touch point surfaces include doorknobs, door handles and push plates, railing, faucets, and toilet flush levers.
- Disinfect tables after each use (*remember: EPA considers tables a food-contact surface, so be sure to rinse and sanitize after disinfection).
 - Sanitize table top set ups after each use.
- Wash, rinse and sanitize all unprotected tools, small wares, and food-contact surfaces, following standard protocols and labeled directions.
- Employees should use proper handwashing, observe respiratory etiquette, and avoid using other employees' phones, pens, notepads, or other work tools.
- Strategic placement of approved hand sanitizers for employees and guests on table tops and touch points.

Social Distancing Guidelines

- Prior to reopening, exam restaurant layout and seating chart for how to best maintain the appropriate social distancing and rearrange accordingly.
- Consider using phone-in or online reservation systems to stagger arrivals.
- No parties exceeding 10 People in dining rooms, unless seated in a private dining area.
 - Banquets –maximum of 6 people for 60in round tables and 8 for 72in round tables
 - Must follow table spacing guidelines
- Restaurants that incorporate bar areas should maintain six feet social distance between parties at bar tops.
- Adjusting seating in waiting areas to follow social distancing guidelines.
- Ensure Buffets, salad bars, drink stations and other self-serve areas are serviced by gloved employees.
- Consider designated entrances and exits to minimize face-to-face exposure of patrons entering and exiting the restaurant.
- Consider texting guests when tables are ready to avoid large gatherings in the lobby area.
- If possible, limit menu offerings to accommodate preparation and cooking at distances.
- Consider extending curbside delivery, delivery, pick-up and drive-through options for customers.
- Consider rearranging coolers and freezers before accepting new deliveries to maintain organization and reduce points of contact during deliveries.



Employer Guidance for Oklahoma's Open Up and Recover Safely Plan

Fitness and Recreational Sports Centers: Gyms, aerobic dance or exercise centers, gymnastics training, swimming schools, tennis club facilities, ice/roller skating rinks and similar facilities

- **May reopen beginning May 1, 2020**
- Should adhere to sanitation and disinfecting protocols and social distancing guidelines from the CDC.

Temperature Checks

Fitness Centers should consider use of a touchless infrared thermometer to check the temperature of employee each day. Employees with a temperature above 100.4°F are recommended to be sent home until they have no fever and no evidence of COVID-19 symptoms. Employers should consider implementing flexible sick leave and supportive policies and practices for employees and consider needs of employees older than 65 years or in other vulnerable populations.

Sanitation & Disinfecting Guidelines

- Use alcohol-based disinfectants that are appropriate to use in Fitness Centers and place sanitizing stations in the gym for patrons to use.
- Prior to opening fitness and recreational sports centers should disinfect the entire facility and equipment.
- Surfaces such as doorknobs, counters, and other items that are high-touch should be regularly cleaned and sanitized.
- Clean and disinfect bathrooms and locker rooms regularly, particularly high-touch surfaces, and ensure they have handwashing supplies.
- Ensure that access to handwashing/hand sanitizing facilities and supplies are available for employees and customers and consider placing alcohol-based hand sanitizer in the facility for patrons to use.
- Employees should use proper handwashing, observe respiratory etiquette, and avoid using other employees' phones, desks, offices, or other work tools or equipment.
- Have a plan or encourage patrons to clean and sanitize all community equipment such as tennis rackets, lockers, basketballs, etc. must be cleaned and sanitized before and after each use.
- Encourage patrons to disinfect all exercise equipment before and after each use.
 - Larger facilities may consider designating employees to specific rooms or areas to ensure equipment is disinfected promptly after usage.
 - Employees disinfecting equipment should wear gloves.

- Consider providing face masks for employees that regularly interact with the public should.
- Encourage customers to avoid touching other customers' items such as tennis rackets or other recreational equipment.
- Encourage customers to bring their own personal equipment such as yoga mats, towels, rackets, etc.
- Consider cleaning and sanitizing water fountains and refillable water stations regularly or encourage patrons to bring their own water.

Social Distancing Guidelines

- Request patrons that are exhibiting symptoms of fever or sickness to postpone activities in the fitness center for the health and safety of the community.
- To the extent possible, encourage customers and employees to maintain six feet of social distancing.
- Relying on judgement of coaches and participants, fitness training may mean being closer than six feet for the physical safety of everyone. Coaches and participants that do not want to participate should not be required to participate.
- Minimize face-to-face employee and customer interaction. Implement online or other contactless measures to take reservations and payments, or other purchases
- Consider displaying posters and signs throughout facility to frequently remind customer to take steps to prevent the spread of COVID-19. These messages may include information about:
 - Staying home if you are sick or do not feel well, and what to do if you're sick or feel ill.
 - Covering coughs and sneezes with a tissue, then throwing the tissue in the trash.
 - Washing hands often with soap and water for at least 20 seconds, especially after going to the bathroom, before eating, and after blowing your nose, coughing, or sneezing.
 - Using hand sanitizer that contains at least 60% alcohol if soap and water are not available.
 - Avoiding touching eyes, nose, and mouth with unwashed hands.
- Postpone or cancel events, such as tournaments that encourage people to congregate.
- Limit the number of participants in group fitness classes to maintain the recommended six feet social distancing.
- To the extent possible, Gyms should consider arranging exercise equipment to ensure customers maintain six feet of social distancing while using the equipment.



Employer Guidance for Oklahoma's Open Up and Recover Safely Plan

Places of Worship

- **May reopen for in-person meetings or worship services beginning May 1, 2020**
- Should adhere to sanitation and disinfecting protocols and social distancing guidelines from the CDC.

Recommended Guidelines for Temperature Checks & Employer Policies

Places of Worship should consider use of a touchless infrared thermometer to check the temperature of employees each day. Employees with a temperature above 100.4°F are recommended to be sent home until they have no fever and no evidence of COVID-19 symptoms. Employers should consider implementing flexible sick leave and supportive policies and practices for employees and consider needs of employees older than 65 years or in other vulnerable populations.

Sanitation & Disinfecting Guidelines

- Ensure that your entire place of worship is properly cleaned and sanitized. Consider sanitizing pews, bathrooms, doorknobs, light switches, microphones, common musical instruments, and any other areas where germs might be transferred.
- Prior to reopening, retrain employees on best practices to avoid contamination.
- Sanitize between services, particularly high-touch surfaces.
- Clean and disinfect bathrooms regularly and ensure they have handwashing supplies.
- Consider strategic placement of hand sanitizers if appropriate.

Maintain Social Distancing At All Times

- Recommend members abstain from shaking hands and encourage doing non-contact greetings.
- Encourage sick members to remain safe at home and avoid contact with others.
- Consider continuing online services for those who are unable to attend in person.
- If possible, offer multiple services to encourage a greater chance of social distancing.
- During Phase 1 of the Open Safe and Recover Safely Plan, abstain from serving food or coffee before or after services.
- During Phase 1 of the Open Safe and Recover Safely Plan, children's nursery should remain closed.
- If possible, consider leaving every other row or pew open and encourage family members from same household to sit together.