



*Office of the Mayor  
City of Cleburne, Texas*

**ORDER No. 12**

**WHEREAS**, in December 2019 a novel coronavirus now designated COVID-19, was detected in Wuhan City, Hubei Province, China. Symptoms of COVID-19 include fever, cough, and shortness of breath. Outcomes have ranged from mild to severe illness, and in some cases death; and

**WHEREAS**, on March 11, 2020 the World Health Organization (WHO) declared COVID-19 as a pandemic; and

**WHEREAS**, on March 13, 2020, pursuant to his powers as Governor of the State of Texas, Greg Abbott has issued a proclamation certifying that COVID-19 poses an imminent threat of disaster in the state, declaring a state of disaster for all counties in Texas and issuing Executive Orders to slow the spread of COVID-19; and

**WHEREAS**, I, Scott Cain, the Mayor of the City of Cleburne have determined that extraordinary measures must be taken to respond quickly, prevent and alleviate the suffering of people exposed to and those infected with the virus, as well as those that could potentially be infected or impacted by COVID-19, and to protect or rehabilitate property; and

**WHEREAS**, I, Scott Cain, the Mayor of the City of Cleburne issued a Declaration of Local Disaster on March 13, 2020 and City Council has approved multiple resolutions extending the Declaration of Local Disaster; and

**WHEREAS**, the City Council, most recently, on June 30, 2020, approved Resolution No. RS06-2020-73 extending the Declaration of Local Disaster to August 3, 2020 and authorizing this Order; and

**WHEREAS**, the City of Cleburne's Emergency Management Plan is activated; and

**WHEREAS**, I hereby issue this Order No. 12 to replace all prior Orders to ensure the protection of the general public in the City of Cleburne.

**NOW THEREFORE, BE IT PROCLAIMED BY THE CITY OF CLEBURNE, TEXAS:**

1. That the following Orders shall supplement my March 13, 2020 Declaration and replaces any prior order given thereto and shall remain in effect through August 3, 2020, unless continued or renewed by the City Council, or modified by further Order.
2. Pursuant to Section 418.108(c) of the Government Code, this Order shall be attached to and made part of the Declaration of Disaster and filed promptly with the City Secretary, and shall be given prompt and general publicity.
3. Pursuant to Section 122.006 of the Texas Health and Safety Code, this Order authorizes the City to take any actions necessary to promote health and suppress disease and fining those who do not comply with the City's rules.
4. Health and Safety Policy – Commercial Entities. From the date of this Order, all commercial entities in the City of Cleburne, Texas, providing retail goods or services directly to the public must develop and implement a health and safety policy ("**Health and Safety Policy – see attached example Exhibit A**").

The Health and Safety Policy must indicate at a minimum:

- a. whether or not visitors to the commercial entity's business premises or other facilities will be required by the commercial entity to wear face coverings when in an area or performing an activity which will necessarily involve close contact or proximity to employees, co-workers or the public where six feet of separation is not feasible; and
- b. that all employees must wear face coverings when in an area or performing an activity which will necessarily involve close contact or proximity to employees, co-workers or the public where six feet of separation is not feasible; and
- c. sanitizing efforts and social distancing protocols; and
- d. the implementation of other mitigating measures designed to control and reduce the transmission of COVID-19 such as temperature checks or health screenings.

Commercial entities must post in a conspicuous location within the facility(ies) the: 1) Health and Safety Policy (*Exhibit A – Sample or Similar*) required by this Order; and, 2) at each entrance signage (*Exhibit B – Sample or Similar*) indicating whether or not visitors are required to wear face coverings. Such postings must be in a manner sufficient to provide notice to employees and visitors of all health and safety requirements.

Commercial entities shall develop and implement the Health and Safety Policy required by this Executive Order and post required signage within five (5) calendar days following the Effective Date of this order.

5. Face Coverings – General Public. When required by a Commercial Entity, all people 10 years or older shall wear a cloth face covering over their nose and mouth when in an area or performing an activity which will necessarily involve close contact or proximity to

employees, co-workers or the public where six feet of separation is not feasible. Coverings may include homemade masks, scarfs, bandanas, or a handkerchief. City of Cleburne residents should continue to maintain social distancing of at least six feet while outside their home and practice good hygiene and frequent handwashing.

IT IS STRONGLY RECOMMENDED THAT YOU NOT OBTAIN OR WEAR MEDICAL MASKS or N-95 RESPIRATORS AS THEY ARE A NEEDED RESOURCE FOR HEALTH CARE PROVIDERS AND FIRST RESPONDERS. Our healthcare workers and first responders on the front-line combating COVID-19 must have priority access to medical masks or other personal protective equipment.

Face coverings are highly recommended when residents are unable to keep social distance outside of the home unless wearing one would pose a greater risk to the resident's mental or physical health, safety or security.

Please note that face coverings are a secondary strategy to other mitigation efforts. **Face coverings are *not* a replacement for social distancing, frequent handwashing, and self-isolation when sick.** All people should follow CDC recommendations for how to wear and take off a mask. Residents should keep up the following habits while in public:

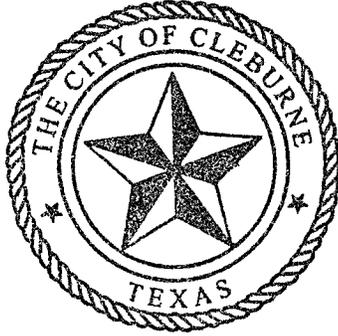
- Washing hands before you leave home and when you return,
- Staying at least six feet away from others,
- Avoiding touching nose or face,
- Not using disposable masks more than three times, and
- Washing reusable cloth masks regularly to prevent the spread of the virus.

Consistent with Executive Order GA-26 issued by Governor Greg Abbott, no civil or criminal penalty will be imposed on individuals for failure to wear a face covering.

6. **Outdoor Gatherings** – Per the parameters established by the Governor through his Executive Order(s), outdoor gatherings shall be considered by the Mayor on a case-by-case basis for approval and if such approval is granted it may be subject to certain conditions or restrictions determined to mitigate the community spread of Covid-19.
7. **Public Areas Closed**. This Order authorizes the City Manager to close any public area or facility as needed to promote the health and safety of the community and protect the wellbeing of city employees.
8. **Positive Test Result**. If someone in a household has tested positive for coronavirus, the household is instructed to isolate at home and follow the orders of City health officials until such time as otherwise directed.
9. **Enforcement**. That this Order hereby authorizes the use of all lawfully available enforcement tools to carry out this order including a fine of up to \$1,000.00.
10. **Recommendations**. That this Order sets forth strong recommendations, attached hereto, for the purpose of mitigating the spread of COVID-19.

11. That this Order shall take effect at 5:00 p.m., June 30, 2020.

**NOW, THEREFORE BE IT SO DECLARED AND ORDERED** this the 30<sup>th</sup> day of June 2020.



*In witness whereof I have hereunto set my hand  
and caused the seal of this city to be affixed.*

A handwritten signature in black ink, appearing to be "SC", is written above a horizontal line.

Scott Cain, Mayor

**“EXHIBIT A”**  
**HEALTH AND SAFETY POLICY**  
*Sample Document*

**Pursuant to City of Cleburne Order No. 12, all employees and visitors must comply with the following COVID-19 health and safety measures.**

1. Face masks or face coverings are required to enter this establishment.
2. Do not use disposable face masks more than three times and frequently wash reusable cloth masks to prevent the spread of the virus.
3. Maintain at least six feet of distance of from others as much as possible.
4. If you are unable to maintain at least six feet of distance from others, then a face mask or face covering must be worn.
5. Wash your hands with soap and water for at least 20 seconds or use hand sanitizer with at least 60% alcohol each time you:
  - enter this facility or office;
  - after using the restroom;
  - before and after eating; and
  - after sneezing or coughing.
6. Avoid touching your face as much as possible.
7. Other items specific to your operations.
8. If you have any questions related to this Health and Safety Policy:
  - Employees can contact XXXXX or [updateHR@aaa.org](mailto:updateHR@aaa.org).
  - Customers or Visitors can contact STORE at (817) 555-5555 or [STORE@aaa.org](mailto:STORE@aaa.org).

**“EXHIBIT B”  
FACE COVERING REQUIREMENT SIGNAGE  
Sample Document**

***STORE NAME OR LOGO***

# ***Face Covering Requirement***

- **ALL VISITORS MUST WEAR  
FACE COVERINGS WITHIN  
THIS FACILITY**
- **ALL EMPLOYEES MUST WEAR  
FACE COVERINGS WITHIN  
THIS FACILITY**

**NOTICE: Per Resolution No. RS06-2020-73**



**“EXHIBIT B”**  
**FACE COVERING REQUIREMENT SIGNAGE**  
*Sample Document*

***STORE NAME OR LOGO***

# ***Face Covering Requirement***

- **VISITORS ARE NOT REQUIRED TO WEAR FACE COVERINGS WITHIN THIS FACILITY**
  
- **ALL EMPLOYEES MUST WEAR FACE COVERINGS WITHIN THIS FACILITY**

**NOTICE: Per Resolution No. RS06-2020-73**



**CITY OF CLEBURNE  
RECOMMENDATIONS FOR MITIGATING  
THE SPREAD OF COVID-19**

***The City of Cleburne strongly recommends, as may be applicable, the following for Grocery Stores and Home Improvement and Supply stores:***

- 1) Establish clear barriers, such as plexiglass, between the checkout clerks and the customers.
- 2) Encourage the use of drive-thru, curbside, or delivery services.
- 3) Partner with churches who can shop for, pick-up and/or deliver groceries to the elderly and those with underlying health conditions.
- 4) Encourage customers to not purchase more than they need and consider placing limits on certain items (see suggested list below) to ensure fair and equitable distribution.
- 5) Provide dedicated shopping times for those who are over the age of 60, handicapped persons who need assistance shopping, and one caregiver.
- 6) Reduce number of shoppers inside of the store at any given time.

***The City of Cleburne strongly recommends, as may be applicable, the following for individuals:***

- 1) Individuals are encouraged when outside of the house to practice social distancing where feasible, and take additional measures such as wearing appropriate face coverings.
- 2) Perform frequent hygiene practices such as washing of the hands.
- 3) Use a common sense approach to take precautions for yourself and those around you.

***The City of Cleburne strongly recommends, as may be applicable, the following for businesses:***

- 1) At a minimum, follow the various Guidelines from the Governor's Executive Orders and associated guidelines.