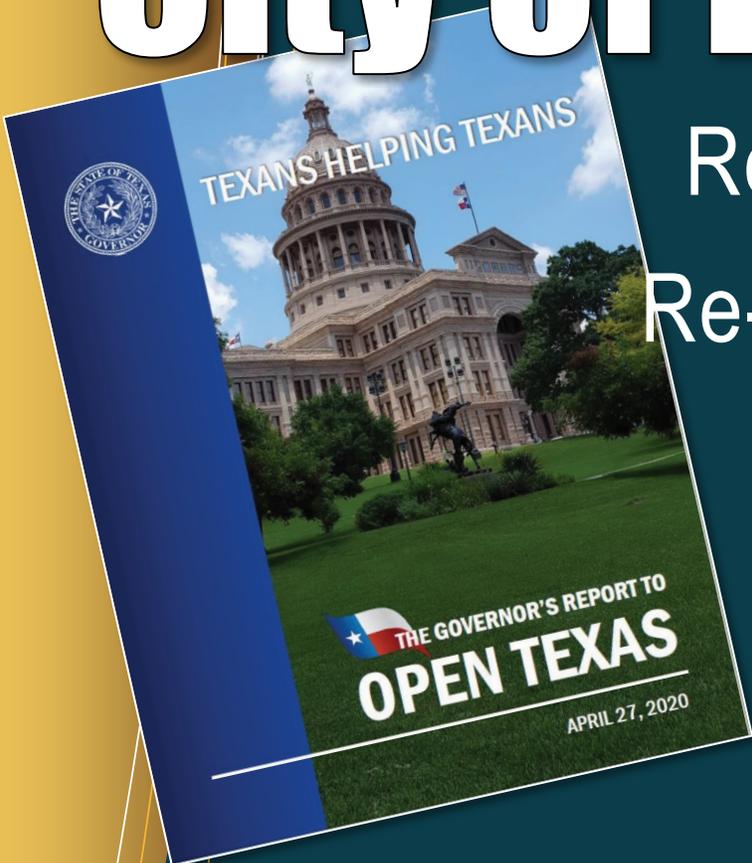




City of Kerrville

Restaurant Tool Kit for
Re-Opening May 1, 2020



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INTRODUCTION

On Monday, April 27, 2020 Governor Abbott announced that there would be a phased approach to opening Texas for business on Friday, May 1, 2020. To help you get started and determine if your restaurant is eligible to re-open the following is a summary of what is in the Governor's Report for Opening Texas:

1. Occupancy – The County has provided the State a certified attestation that will allow eligible businesses in Kerr County to operate up to 50% (rather than 25%) occupancy given our small number of COVID-19 active cases and measures put into place to counteract the spread of the virus. Occupancy limits are determined by the City's fire marshal, and employees are included as occupants. Any business at their discretion may choose not to operate or operate below the 50% allowed occupancy.
2. Eligibility for dine-in – the Governor's new executive order outlined in the Open Texas Report allows the opening for dine-in service only for establishments that are **NOT** required to post the 51% sign required by the Texas Alcoholic Beverage Commission.
 - a. Requirements for dining
 - i. Maintain at least 6 feet distance apart from other parties at all times, including while waiting to be seated or in line to order
 - ii. Make a hand sanitizing station available upon entry to the restaurant
 - iii. No tables of more than 6 people
 - iv. Dining
 1. Do not leave condiments, silverware, flatware, glassware, or other traditional tabletop items on an unoccupied table
 2. Provide condiments only upon request, and in single-use (non-reusable) portions
 3. Use disposable menus (new for each patron)
 4. If a buffet is offered, restaurant employees serve the food to customers
 - v. Contactless payment is encouraged. Where not available, contact should be minimized
3. Outdoor dining – outdoor dining should be allowed where possible under the same general conditions above, with particular emphasis on social distancing. If there is only one method of egress into the outdoor dining through the building then the occupant load shall be based on the sum of the building plus the outdoor dining area.

As you re-open your restaurants, we will rely on you to assist in following the guidelines that were established by Governor Abbot so that Kerrville can make full progress to re-open. Please contact us at 830-258-1514 for questions or concerns. We are here to help you re-open for business.

Thank you for serving our community.

CHECKLIST FOR RESTAURANTS

As outlined in Governor Abbott’s executive order GA-18, restaurants may operate for dine-in service up to 50% of the total listed occupancy of the restaurant, and may not offer valet services except for vehicles with placards or plates for disabled parking. As used in executive order GA-18, this applies only to restaurants that have less than 51% of gross receipts from the sale of alcoholic beverages and are not required to post the 51% sign required by the Texas Alcoholic Beverage Commission. Restaurants may continue to provide to-go or delivery services.

In accordance with Governor Abbott’s executive order GA-18, the following are the minimum recommended health protocols for all restaurants choosing to operate in Texas. Restaurants may adopt additional protocols consistent with their specific needs and circumstances to help protect the health and safety of all employees and customers.



The virus that causes COVID-19 can be spread to others by infected persons who have few or no symptoms. Even if an infected person is only mildly ill, the people they spread it to may

become seriously ill or even die, especially if that person is 65 or older with pre-existing health conditions that place them at higher risk. Because of the hidden nature of this threat, everyone should rigorously follow the practices specified in these protocols, all of which facilitate a safe and measured reopening of Texas. The virus that causes COVID-19 is still circulating in our communities. We should continue to observe practices that protect everyone, including those who are most vulnerable.

Please note, public health guidance cannot anticipate every unique situation. **Restaurants should stay informed and take actions based on common sense and wise judgment that will protect health and support economic revitalization.** Restaurants should also be mindful of federal and state employment laws and workplace safety standards.

HEALTH PROTOCOLS FOR SERVING YOUR CUSTOMERS:

- Parties maintain at least 6 feet distance apart from other parties at all times, including while waiting to be seated in the restaurant.
- Make a hand sanitizing station available upon entry to the restaurant.
- No tables of more than 6 people.

Dining:

- Do not leave condiments, silverware, flatware, glassware, or other traditional tabletop items on an unoccupied table
- Provide condiments only upon request, and in single-use (non-reusable) portions.
- Use disposable menus (new for each patron)
- If a buffet is offered, restaurant employees serve the food to customers.
- Contactless payment is encouraged. Where not available, contact should be minimized.

HEALTH PROTOCOLS FOR YOUR EMPLOYEES:

- Train all employees on appropriate cleaning and disinfection, hand hygiene, and respiratory etiquette.
- Screen employees before coming into the restaurant:
 - Send home any employee who has any of the following new or worsening signs or symptoms of possible COVID-19:
 - Cough
 - Shortness of breath or difficulty breathing
 - Chills
 - Repeated shaking with chills
 - Muscle pain
 - Headache
 - Sore throat
 - Loss of taste or smell
 - Diarrhea
 - Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
 - Known close contact with a person who is lab-confirmed to have COVID-19
- Do not allow employees with the new or worsening signs or symptoms listed above to return to work until:
 - In the case of an employee who was diagnosed with COVID-19, the individual may return to work when all three of the following criteria are met: at least 3 days (72 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications); and the individual has improvement in respiratory symptoms (e.g., cough, shortness of breath); and at least 7 days have passed since symptoms first appeared; or
 - In the case of an employee who has symptoms that could be COVID-19 and does not get evaluated by a medical professional or tested for COVID-19, the individual is assumed to have COVID-19, and the individual may not return to work until the individual has completed the same three-step criteria listed above; or
 - If the employee has symptoms that could be COVID-19 and wants to return to work before completing the above self-isolation period, the individual must obtain a medical professional's note clearing the individual for return based on an alternative diagnosis.
- Do not allow an employee with known close contact to a person who is lab-confirmed to have COVID-19 to return to work until the end of the 14 day self-quarantine period from the last date of exposure (with an exception granted for healthcare workers and critical infrastructure workers).



- Have employees wash or sanitize their hands upon entering the restaurant, and between interactions with customers.
- Have employees maintain at least 6 feet of separation from other individuals. If such distancing is not feasible, measures such as face-covering, hand hygiene, cough etiquette, cleanliness, and sanitation should be rigorously practiced
- Consistent with the actions taken by many restaurants across the state, consider having all employees wear cloth face coverings (over the nose and mouth). If available, employees should consider wearing non-medical grade face masks.

HEALTH PROTOCOLS FOR YOUR FACILITIES:

- Consider having an employee manage and control access to the restaurant, including opening doors to prevent patrons from touching door handles.
- Regularly and frequently clean and disinfect any regularly touched surfaces, such as doorknobs, tables, and chairs.
- Regularly and frequently clean restrooms, and document the cleanings.



- Disinfect any items that come into contact with customers.
- Make hand sanitizer, disinfecting wipes, soap and water, or similar disinfectant readily available to employees and customers.
- Place readily visible signage at the restaurant to remind everyone of best hygiene practices (please see samples provided in this tool kit).
- Clean and disinfect the area used for dining (table, etc.) after each group of customers depart, including the disinfecting of tables, chairs, stalls, and countertops.
- Clean and sanitize restaurants daily.

HEALTH PROTOCOLS FOR YOUR CUSTOMERS:



In accordance with Governor Abbott’s executive order GA-18, the following are the minimum recommended health protocols for all restaurant customers in Texas. These minimum health protocols are not a limit on the health protocols that individuals may adopt. Individuals are encouraged to adopt additional protocols consistent with their specific needs and circumstances to help protect the health and safety of all Texans.

The virus that causes COVID-19 can be spread to others by infected persons who have few or no symptoms. Even if an infected person is only mildly ill, the people they spread it to may become seriously ill or even die, especially if that person is 65 or older with pre-existing health conditions that place them at higher risk. Because of the hidden nature of this threat, everyone should rigorously follow the practices specified in these protocols, all of which facilitate a safe and measured reopening of Texas. The virus that causes COVID-19 is still circulating in our communities. We should continue to observe practices that protect everyone, including those who are most vulnerable.

Please note, public health guidance cannot anticipate every unique situation. Individuals should stay informed and take actions based on common sense and wise judgment that will protect health and support economic revitalization.

Health Protocols:

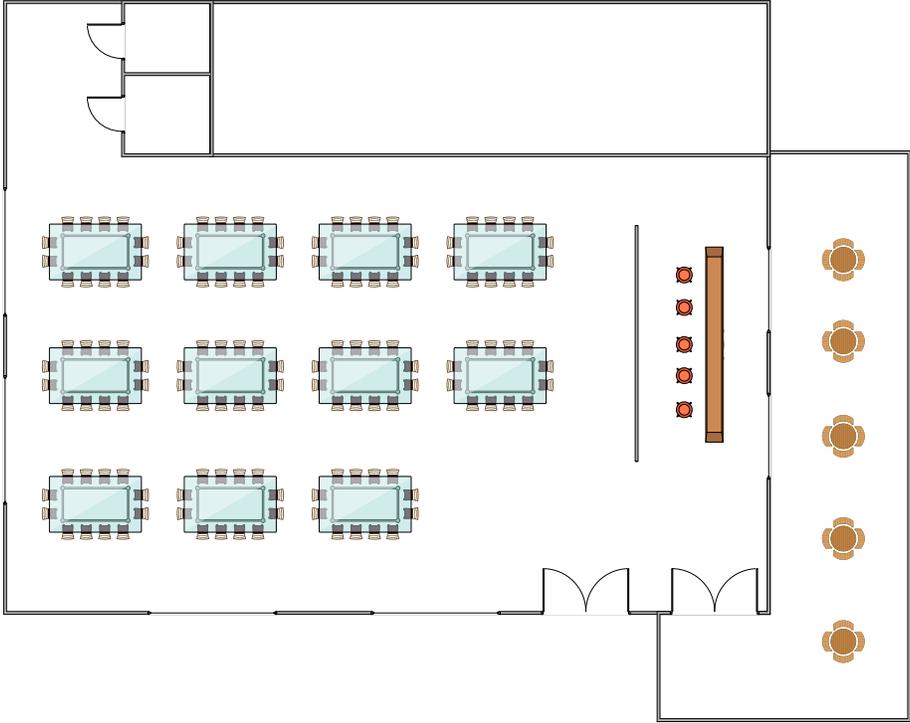
- Maintain at least 6 feet separation from other individuals not within the same party. If such distancing is not feasible, other measures such as face-covering when not sitting at the table, hand hygiene, cough etiquette, cleanliness, and sanitation should be rigorously practiced.
- Self-screen before going into a restaurant for any of the following new or worsening signs or symptoms of possible COVID-19:
 - Cough
 - Shortness of breath or difficulty breathing
 - Chills
 - Repeated shaking with chills
 - Muscle pain
 - Headache
 - Sore throat
 - Loss of taste or smell
 - Diarrhea
 - Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
 - Known close contact with a person who is lab-confirmed to have COVID-19
- Wash or disinfect hands upon entering a restaurant and after any interaction with employees, other customers, or items in the restaurant.
- No tables of more than 6 people.
- Customers should wash or sanitize their hands after the payment process.
- Consistent with the actions taken by many individuals across the state, consider wearing cloth face coverings (over the nose and mouth) when not at the table, or when within 6 feet of another person who is not a member of the individual's household. If available, individuals should consider wearing non-medical grade face masks.

SAMPLE RESTAURANT LAYOUT

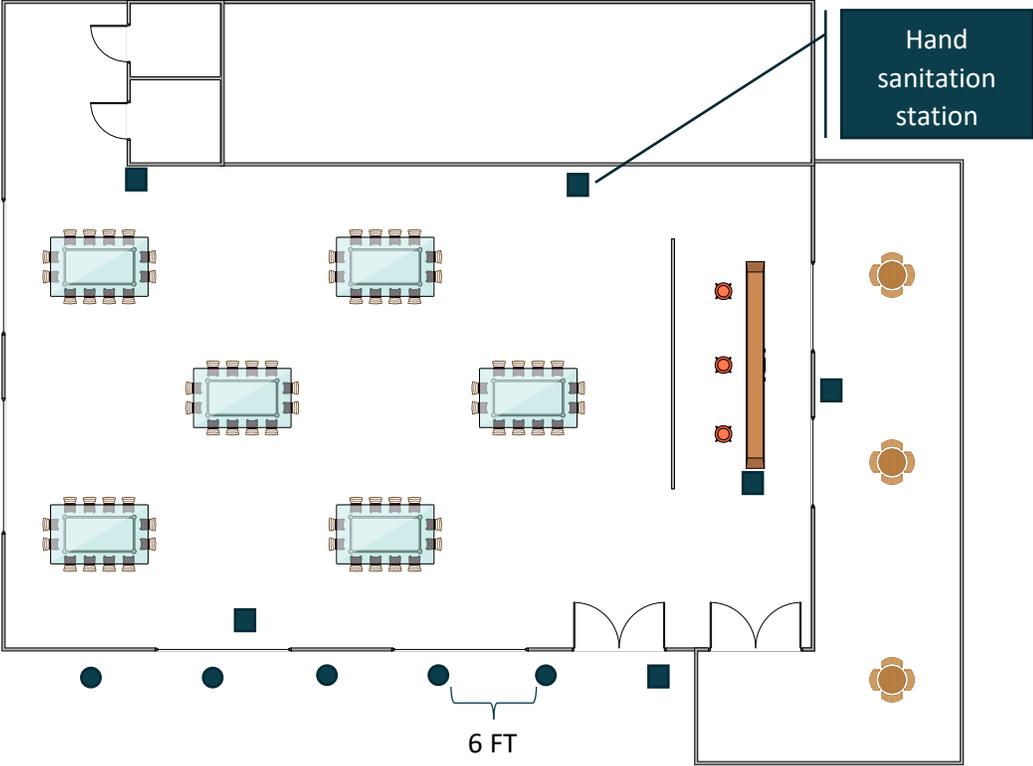
(THESE EXAMPLES ARE MEANT FOR GUIDANCE. ESTABLISHMENTS SHOULD USE THEIR BEST JUDGEMENT IN HOW THEY LAYOUT THEIR DINING AREA TO ADHERE TO CHECKLISTS IN THE GOVERNOR'S REPORT)

Example of Restaurant Layout

Normal Operations (not to scale)



Alternate Operations (not to scale)



SAMPLE SIGNAGE

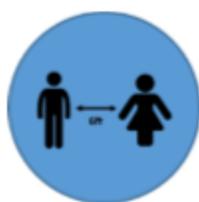
(THESE EXAMPLES ARE MEANT FOR GUIDANCE. ESTABLISHMENTS MAY PRODUCE THEIR OWN ALTERNATIVE SIGNAGE WHERE NEEDED TO ADHERE TO CHECKLISTS IN THE GOVERNOR'S REPORT)



**HAND
SANITATION
STATION**



PRACTICE GOOD HYGIENE



- Maintain at least 6 feet separation from other individuals not with in the same party.
- If such distancing is not feasible, other measures such as face covering when not sitting at the table, hand hygiene, cough etiquette, cleanliness, and sanitation should be rigorously practiced.



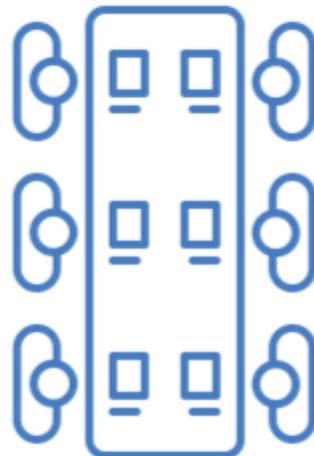
- Self-screen before going into a restaurant for any of the following new or worsening signs or symptoms of possible COVID-19:
 - Cough
 - Shortness of breath or difficulty breathing
 - Chills
 - Repeated shaking with chills
 - Muscle pain
 - Headache
 - Sore throat
 - Loss of taste or smell
 - Diarrhea
 - Feeling feverish or a measured temperature greater or equal to 100.0 degrees Fahrenheit
 - Known close contact with a person who is lab confirmed to have COVID-19



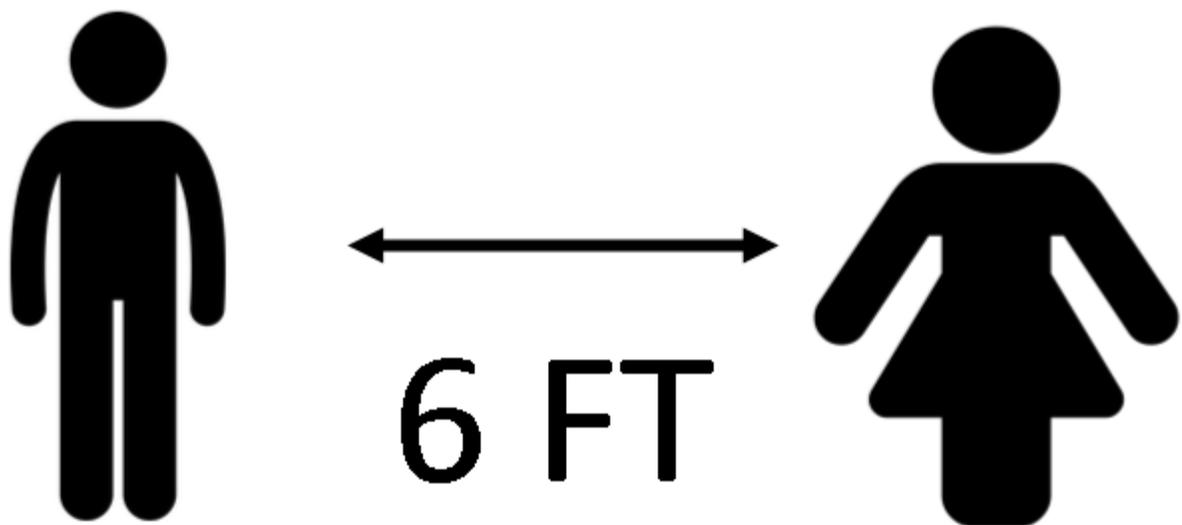
- Wash or disinfect hands upon entering a restaurant and after any interaction with employees, other customers, or items in the restaurant.
- Customers should wash or sanitize their hands after the payment process

NOTICE

PLEASE NO SEATING OF
MORE THAN SIX PEOPLE
PER TABLE



NOTICE



SOCIAL DISTANCING

Maintain about 6 ft. distance