

OCME Facility Maintenance Plan

The purpose of the OCME Facility Maintenance plan is to outline how OCME intends to comply with the rules set forth by the Costa Mesa City Manager which will allow members to perform maintenance of the right-of-way (weed abatement/track maintenance) or preventive maintenance of club or personal equipment to ensure proper operation. A copy of this plan shall be emailed to each member.

- Members will be allowed at the OCME facility Monday thru Sunday from 7AM to 3PM, by advance reservation only, so long as a Board Member is available to supervise activities. The club will insure that no more than five regular members are at the facility at any given time and that everyone on site has provided a signed Waiver.
- Members will contact the club Secretary to reserve time at the club facility to perform weed abatement activities or preventive maintenance of club or personal equipment. The member will provide the day and time they wish to be on site as well as the function they will undertake; *either weed abatement along the tracks or equipment preventive maintenance to insure proper operation of engines*. New or existing projects are not considered preventive maintenance activities and should continue to be performed outside the club facilities. A copy of all activities conducted at the club will be furnished weekly by the club Secretary to the Fairview Park Administrator on a Weekly Activity Report.
- Members must provide the following in order to be at the club:
 1. A signed Waiver And Release of Liability. Waiver forms will be emailed to each member, be made available at the club and on the club webpage and may be obtained from the Supervising Board Member. Signed Waivers may be left in the mailbox inside the clubhouse. This Waiver must only be submitted once and a copy will be kept on file by the club Secretary. A copy of each Waiver collected will be sent weekly to the Fairview Park Administrator. Only those members having signed a Waiver will be allowed at the facility.
 2. A mask or other acceptable face covering.
 3. Gloves
- Members must maintain social distancing of six feet at all times. Members working in the compound must leave every other steaming bay unoccupied to ensure distancing.

- Members who bring lunch must eat outside the clubhouse at a picnic table. Only one member per table to insure social distancing. The clubhouse may not be used for any social activity whatsoever.
- Only the OCME work train is allowed on the layout. Members may not operate personal or club trains on the layout at this time.
- The Supervising Board Member shall assure sanitization of the portable restroom, all club tools, and the alarm keypad. OCME shall provide all supplies needed to maintain CDC sanitation standards.
- No visitors are allowed at the club at any time.
- No physical interaction before, during, or after approved activities is allowed by the city. Members must proceed directly to their car and leave the park immediately following their scheduled activity. Do not come to the club for any social purposes.