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To our customers,

As you may know, our office has been allowed to re-open. We will be opening our lobby to the public on Monday, June 15, 2020. Our business hours will remain 8:00 am to 4:30 pm, Monday through Friday, except holidays. The lobby will be closed for lunch from 12:30 pm to 1:00 pm daily.

How we are reopening

We will be following the CDC's recommended guidelines to keep our employees and customers safe.

- Social Distancing requirements will be strictly followed and no more than two (2) customers will be allowed inside the office lobby at a time.
- Children will not be allowed to enter the office lobby. Please refrain from bringing your children with you, if you have to enter the office lobby.
- Customers will be asked to enter the office lobby one (1) at a time and wait outside the lobby doors until there are no longer two (2) customers in the lobby.
- We encourage our customers to wear masks or facial coverings, wash/sanitize your hands before coming to the office lobby, and — most importantly — stay at home if you are feeling sick.
- Pay by phone and on-line payment options are available at no additional cost. Contact the District office at (661) 763-3151 if you would like additional information regarding these payment options.

In addition, we are taking the following precautions with our employees:

- Employees will have their temperatures taken and verification of no Covid-19 related symptoms before commencing work daily.
- Hand sanitizers will be available to customers entering the lobby.
- Frequent disinfection and cleaning of all shared surfaces.
- All employees have received proper PPE to utilize when social distancing measures cannot be maintained, or when handling items such as currency and paperwork.

To ensure customers and staff maintain distance, we will be placing decals on the floor to limit the number of customers in at a time, and will not be allowing customers to use shared common areas such as the lobby or entrance way.

We are carefully monitoring the situation. The most important thing is to make sure we conduct business in a safe environment.

If you have specific questions not addressed here or on our website, reach out to us at (661) 763-3151.