

**STATE OF MICHIGAN  
MICHIGAN GAMING CONTROL BOARD  
EXECUTIVE DIRECTOR**

**In the matter of:**

John Carlo, Peter Battista, Margaret Zayti Partnership,  
d/b/a Northville Downs

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**ORDER SETTING GUIDELINES FOR  
CONTINUED OPERATION OF NORTHVILLE DOWNS**

The Executive Director of the Michigan Gaming Control Board (“Executive Director”) is committed to assisting Northville Downs (“NVD”) with maintaining continued simulcast operations in a safe and efficient manner consistent with all health guidelines.

This Order provides minimum standards for the continued operation of NVD. These minimum guidelines focus heavily on the health and safety of all employees and patrons and serve to provide confidence to the public that simulcasting licensed by the Executive Director will commence in a measured and responsible manner under conditions now necessary during the COVID-19 pandemic.

This infection-control guidance is subject to revision. Any changes to information within these guidelines must be approved by the Executive Director in subsequent orders. This Order sets forth the minimum standards. NVD is not precluded from implementing procedures and policies in addition to, or more stringent, than those listed below.

**I. GENERAL REQUIREMENTS**

A. NVD will ensure that all persons must:

1. Wear a face mask (and gloves if appropriate) at all times.
2. Employees must change face masks and gloves on a regular basis.
3. Floor markings must be implemented to assist patrons in maintaining social distancing of 6 feet between patrons in lines and queues.
4. Avoid all physical contact, including, but not limited to, greetings.
5. Cover mouth and nose with arm or shoulder in addition to PPE or face mask (and gloves if appropriate) when coughing or sneezing.
6. Refrain from sharing pens, equipment, or anything else.

7. Wash hands for 20-seconds and/or use hand sanitizer on a regular basis.
8. Conduct daily entry screening protocols for all persons entering NVD, including a questionnaire covering symptoms and suspected or confirmed exposure to people with possible COVID-19, together with temperature screening.
9. Follow CDC guidelines for notification, and within 24 hours notify the following if a person is identified with a confirmed case of COVID-19:
  - a. The local public health department.
  - b. Any workers, contractors, or suppliers who may have come into contact with the person with a confirmed case of COVID-19.
  - c. The Executive Director.
10. Logs must be kept for each area that is required to be cleaned, sanitized, and/or disinfected. Those logs should include time of cleaning, sanitizing, or disinfecting and who is conducting the same. These logs must be sent to the Racing Manager weekly.

## **II. CLEANING/SANITATION PROTOCOLS FOR NVD**

- A. NVD will provide all cleaning staff with PPE and cleaning staff will be required to wear PPE.
- B. Before opening or after closing and as needed throughout the day or as directed by the Racing Manager, NVD must clean and disinfect with EPA-Registered Disinfectant all utilized areas in the Grandstand, bar/restaurant, offices, and office areas. Disinfecting protocols in high traffic areas must be increased and intensified. This includes all entrance(s) and key touch points such as elevator buttons, escalator handrails, door handles, bathrooms, and occupied office space.
- C. Before opening or after closing and as needed throughout the day or as directed by the Racing Manager, NVD must spray all surfaces with an EPA-Registered Disinfectant. Surfaces will be allowed to remain wet for a period-of-time consistent with manufacturers' directions. Surfaces will then be wiped with a clean cloth.
- D. Before opening or after closing and as needed throughout the day or as directed by the Racing Manager, NVD must mop floors with an EPA-Registered Disinfectant or bleach solution.
- E. NVD must wash all linens, towels, and cleaning rags in hot water.
- F. NVD must empty trash bins twice daily or as other directed by Racing Manager.
- G. NVD must have hand sanitizer dispensers at all touch points throughout the Grandstand and office areas. All bathrooms must be stocked daily with hand sanitizer and soap.

### **III. NVD VENTILATION**

The following steps must be taken with respect to the buildings' ventilation systems to minimize the risk to occupants from the spread of viruses (including COVID-19 coronavirus). These steps include:

- A. Ensuring that the air handling systems for all buildings are operating properly, continually, and without service interruptions.
- B. Verifying that appropriate air filters are installed in the ventilation systems and that those filters are routinely replaced according to the manufacturer's recommended schedule.
- C. Using air filters that have the highest MERV (Minimum Efficiency Reporting Value) rating that is compatible with the air handling system equipment.
- D. Adjusting and balancing ventilation system components, including mechanical air handlers, to ensure that the maximum allowable amount of outside air is being mixed into the recirculated air in the system to maximize dilution of any viral contaminants that may be present inside the building.

### **IV. NVD EMPLOYEES**

- A. All employees must be trained on effective sanitary and health protocols. Frequent handwashing, for at least 20-seconds with soap or hand sanitizer, should occur at least every 60 minutes and after any activity. Examples of such activities include: restroom breaks, sneezing, touching the face, blowing the nose, cleaning, sweeping, smoking, eating, drinking, entering and leaving the facility, going on break, upon entering or leaving a workspace or area, etc.
- B. All employees must receive training on COVID-19 safety and sanitation protocols per CDC guidelines.
- C. All employees must be provided with a face mask (and gloves if appropriate) upon entry and are required to wear it always while on the property in adherence to state or local guidelines.
- D. Training on how to properly use and dispose of all PPE and related materials is mandatory.
- E. Each department or team of essential personnel must conduct social distancing to the highest degree possible and must be isolated from other departments and personnel based on their respective race day responsibilities. Physical interaction must be restricted. E-mail, text messaging, and phone usage must be the primary means of inter-departmental communications.
- F. All employees, vendors, and other personnel determined to be essential must be assigned to one point of entry and exit to and from the Grandstand and office area facilities.

- G. There must be identified floor markings to facilitate social distancing in the entrance area and there must be staggering of personnel for arrival times and breaks. Where possible, doors throughout the main paths of ingress and egress will remain propped open to limit touchpoints.
- H. Entrances to the Grandstand and office areas must be manned by security and qualified screening personnel.
- I. A list of essential employees who will be allowed to access the Grandstand and office area facilities must be compiled and retained by security and qualified screening personnel at the appropriate entrance. Each employee entering the Grandstand and office areas is required to show valid ID upon arrival at their designated entrance.
- J. The layout of office spaces must be modified to ensure sufficient social distancing.
- K. Hand sanitation stations (touch-free preferred) must be set up throughout the facilities to accommodate increased sanitation requirements.
- L. EPA-Registered Disinfectants must be used for all facility cleaning and maintenance activities.

**V. GRANDSTAND, BAR/RESTAURANT, OFFICE AREAS**

- A. Capacity must be in compliance with local and state regulations and orders. This includes, but is not limited to, having no more than 100 persons gathered within any distinct place within the venue.
- B. Social distancing requirements must be maintained at all times. Party size is limited to no more than 10 people from up to two households. Patrons are prohibited from mingling with or engaging in physical contact with person outside their group.
- C. Plexiglass shields are to be present at every teller location and customer service desk.
- D. Consumption of food and beverages is permitted only as authorized in Michigan Department of Health and Human Services orders or as otherwise provided for by federal, state, or local law or order. This includes but is not limited to prohibiting patrons from consuming food and beverages unless seated in designated dining areas as approved by the Racing Manager, patrons are separated by at least 6 feet, and food and beverages are served by waitstaff. Face masks must be worn at all times except in designated dining areas as approved by the Racing Manager when a patron is actually consuming food or beverages.
- E. Touchless faucets must be installed throughout the grandstand and clubhouse.
- F. Entire facility must be professionally cleaned and disinfected.
- G. Signs must be posted regarding hand washing and other COVID-19 prevention tips.

- H. Public announcements must be made to remind customers to respect social distancing policies and encourage hand washing.
- I. Post COVID-19 prevention tips in every race program.
- J. Post signs requesting customers who have recently been ill not to enter.
- K. Markers must be placed on the floor for patrons to stand 6 feet apart.
- L. Disinfecting products must be made available in all areas of the Grandstand to enable patrons to disinfect frequently touched surfaces at their discretion.
- M. Disinfecting wipe dispensers must be available for use by patrons at shared objects such as SAMS machines.

IT IS ORDERED that NVD must comply with the Horse Racing Law of 1995, MCL 431.301 to MCL 431.336, its promulgated administrative rules, and orders of the Executive Director. Failure to abide by the statute, rules, and/or orders will result in a fine, suspension, or revocation of the license and/or permit as permitted by the act.

IT IS FURTHER ORDERED that, along with the above requirements, NVD will be subject to all local and state laws and orders issued hereafter.

IT IS FURTHER ORDERED that, this order takes effect on February 1, 2021 at 12:01 a.m.

**IT IS SO ORDERED.**

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Richard S. Kalm, Executive Director  
Michigan Gaming Control Board

February 1, 2021  
Date