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May 19, 2020

VIA ELECTRONIC MAIL
Secretary Halsey Beshears
Halsey.Beshears@myfloridalicense.com
Department of Business and Professional Regulation
2601 Blair Stone Road
Tallahassee, Florida 32399-1027

RE: Nassau County Short-Term Rental Plan

Dear Secretary Beshears:

Pursuant to the Governor's Executive Order, I am submitting the Nassau County Short-Term Vacation Rental Plan.

The basis of the Nassau County Plan for reopening short-term rentals was developed by the Nassau County Convention and Visitors Bureau and the vacation rental hospitality professionals, with input from the vacation rental management companies operating in Nassau County, Florida. These guidelines (when implemented in addition to standards set by the CDC) seek to establish an industry-wide best practice to ensure guest safety. The Nassau County Tourist Development Council has also approved the Plan.

Please contact myself at (904) 530-6100 or mmullin@nassaucountyfl.com, or contact Gil Langley, Nassau County Convention and Visitors Bureau at (904) 432-2226 or glangley@ameliaisland.com.

We respectfully request expedited approval to facilitate the Memorial Day weekend.

Sincerely,

A blue ink signature of Michael S. Mullin, written in a cursive style.

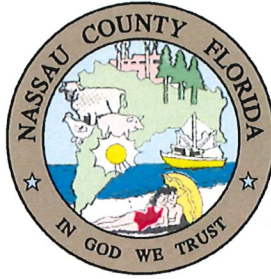
Michael S. Mullin
County Attorney/County Manager

Enclosure

(904) 530-6010 or (866)-474-1446

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Dale Martin, City of Fernandina Beach
Greg Foster, Emergency Management



NASSAU COUNTY SHORT-TERM VACATION RENTAL PLAN

Nassau County's plan for vacation rentals is outlined below. If the plan is approved, by the Department, Nassau County will issue a local Emergency Order that codifies the plan:

1. Occupancy:

- a. Ten (10) person occupancy cap for vacation rental units.

2. Screening of Guests:

- a. Any guest that has been on a cruise within fourteen (14) days of booking or out of the continental United States shall be self-quarantined for fourteen (14) days. The unit owner or company shall advise the guest.
- b. Individuals or groups coming from the New York Tri-State area (New York, New Jersey or Connecticut) or Louisiana must be advised of the quarantine for fourteen (14) day requirement. The unit owner/management company must notify the Nassau County Health Department and the individual or group is required to fill out the form which will be provided by the Nassau County Health Department.
- c. Reservations from International Travelers shall not be accepted, nor bookings accepted.
- d. Should the Governor's Orders eliminate the New York Tri-State area or Louisiana, this provision will not be applicable.
- e. In the event the Governor issues subsequent Orders addressing vacation rentals and/or "hot spots" in addition to the New York Tri-State area or Louisiana, those restrictions shall be incorporated in the local Order. The restrictions include the minimum stay.

3. Communications with Guests:

- a. All guests with existing reservations or making reservations shall be provided with copies of the applicable local Orders or Governor's Orders, including this Plan, and mandatory quarantine requirements.
- b. At check-in, additional copies of the Orders, Rental Plan and mandatory quarantine requirements shall be provided.

4. Check-Ins/Check-outs:

- a. Remote check-ins and check-outs should be made available to reduce face-to-face interactions.

5. Cleaning:

- a. All Department of Business and Professional Regulations (DBPR) must be followed: 61C-3.001 (Sanitation and Safety Requirements of the Transient Lodging Statutes).
- b. Units shall not be rented for at least eighteen (18) hours after the occupant's term expires and a new occupancy occurs. The eighteen (18) hour time period allows for cleaning and inspection of the unit.
- c. Signage shall be placed at each property outlining the cleaning protocols.
- d. Diluted household bleach solutions, cleaning products with at least 70% alcohol and certified cleaners that are CDC compliant shall be utilized. Cleaning products, at a minimum, should be in line with the EPA's list of products with "emerging viral pathogens and human coronavirus claims for use against SARS-COV-2."

6. Seating:

- a. Outdoor seating at pool areas or outside of the rental in grass areas or sand areas shall provide for at least six (6) feet of separation between guests.

7. Employees:

- a. Employees shall be provided gloves and masks to be worn when interacting with the public.
- b. Housekeeping personnel shall wear masks and gloves for each cleaning.
- c. Cleaning inspections separate from the cleaning personnel shall be utilized to inspect the cleaning of each unit. The inspectors shall wear gloves and masks during each inspection.
- d. All employees shall have a wellness check upon arrival to work. The wellness check, at a minimum, will consist of a temperature check. Staff members who have a temperature of 100.4 degrees or higher will not be permitted to work.

8. Sanitizer:

- a. Hand sanitizers shall be provided in all common areas, including lobbies, pool decks, elevators and in the rooms.

9. All vacation rental owners or management companies, including national companies (Air BNB, Homeaway, VRBO, etc.), will be required, pursuant to local emergency Orders #3 and #4, to report to:

- a. Nassau County Health Department - the names of the individuals from the New York Tri-State area (NY, NJ, CT) and the State of Louisiana that are occupying a vacation rental unit or any structure that is subject supervision by the DBPR. The names shall be provided to the Nassau County Health Department upon accepting a reservation or check-in.
- b. Nassau County Health Department – the names of individuals who have been on a cruise within fourteen (14) days of travel or out of the continental United States.

The names shall be provided to the Nassau County Health Department upon accepting a reservation at check-in.

- c. Amelia Island Convention & Visitors Bureau (AICVB) - the numbers of occupants, location of origin (State and City), and the arrival and departure dates. The AICVB shall prepare a daily report to be sent to the County Manager's Office.

10. For those vacation rentals being managed agreements with local or national firms, the firm processing bookings for Nassau County properties must provide the following for each booking:

- a. Property owners:

- Name
- Mailing address
- Phone number
- Email address
- Complete unit(s) information

11. The plan may be updated and/or amended every two (2) weeks, as necessary.

12. Penalty:

- a. The penalty for violating a provision of the guidelines which shall be set forth in an emergency order shall be a second-degree misdemeanor, a violation of which is a \$500.00 fine and/or sixty (60) days in jail. The owners of the unit, and/or the management company, including national companies. Shall be subject to the penalty.

13. All vacation rentals located within the corporate limits of Fernandina Beach, Florida shall be subject to the permit requirements of the City of Fernandina Beach Code.