

NASSAU COUNTY
EXECUTIVE ORDER NUMBER 10
(Emergency Management – COVID-19)

WHEREAS, the Governor issued Executive Order 20-123 that addressed vacation rentals;
and

WHEREAS, the Governor's Order provided for the re-opening of vacation rentals, based upon plans developed by individual county administrators and approved by the Department of Business and Professional Regulation; and

WHEREAS, the County Manager prepared a plan in coordination with the Amelia Island Convention and Visitors Bureau; and

WHEREAS, the Amelia Island Tourist Development Council, in a specially called meeting, reviewed the plan and voted unanimously to approve it; and

WHEREAS, the County Manager submitted the plan to the Secretary of the Department of Business and Professional Regulation and was approved on May 20, 2020.

NOW, THEREFORE, MICHAEL S. MULLIN, as Nassau County Manager, by virtue of the authority vested in me by the Local State of Emergency and County Emergency Management Plan and with the consent of the Emergency Management Director, promulgate the following Executive Order to take immediate effect:

1. Occupancy:

- a. No more than a ten (10) person occupancy cap for vacation rental units. Individual homeowner associations or condominium owner associations occupancy caps shall remain in effect as long as they do not exceed ten (10).

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 (guest) 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 quarantine period.

3. Communications with Guests:

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

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 (performed by the unit owners or management company or designees) separate from the cleaning personnel shall be utilized to inspect the cleaning of each unit to ensure the cleaning protocols have been followed. 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, #4 and this Order, 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 to regulation 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 or 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 by agreements with local or national firms, the firm processing bookings for Nassau County properties must provide the following to the AICVB for each booking:

a. Property owners:

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

11. 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.

12. 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.

13. This order will take effect on May 20, 2020 and will be reviewed every two (2) weeks by the County Manager and the Amelia Island Convention and Visitors Bureau Executive

Director and a recommendation made to the Nassau County Board of County Commissioners.

DATED this 21 day of May, 2020.

NASSAU COUNTY, FLORIDA



MICHAEL S. MULLIN
County Manager

CONSENT:

/s/ Greg Foster

GREG FOSTER
Emergency Management Director