

1. 1:30 P.M. Lincoln County Joint Cities Special Meeting Agenda

Documents:

[6.19.2020 Joint W-Cities.pdf](#)

2. Meeting Materials

Documents:

[Order 6-20-169 Framework Reopening Plan Lodging 6.19.2020 Final.pdf](#)



AGENDA

Lincoln County Board of Commissioners

Board of Commissioners
225 West Olive Street
Room 110
Newport, OR 97365
Phone: 541.265.4100
FAX: 541.265.4176

Friday, June 19, 2020
Special Meeting
Joint Meeting between the Lincoln County Board of Commissioners
And the Mayors, City Councils and City Managers of
Lincoln City, Depoe Bay, Newport, Waldport, Yachats, Toledo, and Siletz
1:30 pm
Newport City Hall
Council Chambers, City Hall, 169 SW Coast Highway, Newport

This meeting will be held electronically. The public can live-stream the meeting at: newportoregon.gov/citygov/comm/cc.asp. The meeting will also be shown on Charter Channel 190. Public comment may be made, via email, up to two hours before the meeting start time at publiccomment@newportoregon.gov or to the Board of Commissioners at [roc@co.lincoln.or.us](mailto:boc@co.lincoln.or.us). The agenda may be amended during the meeting to add or delete items, change the order of agenda items, or discuss any other business deemed necessary at the time of the meeting.

Revised Agenda

This is a special joint meeting being called to address the County and Cities response to the COVID -19 pandemic crisis. The agenda is as follows:

1. Introductions by Chair Kaety Jacobson and Mayor Dean Sawyer
2. Update on COVID 19 Response and Information from Lincoln County Public Health and County Incident Commander Rebecca Austen, Lincoln County Health Department Director, and County
3. Lincoln County Local Public Health Administrator and Lincoln County Local Health Officer Public Health Directive on Mandatory Face Coverings
4. Update on Governor's Actions on Face Coverings impacting Lincoln County
5. Regulatory Issues
 - a. Order # 6-20-168 (to be provided) - - Reducing current gathering sizes of up to 25 persons with consideration of reducing gathering size to 10 persons.

***Overview by Chair Jacobson and Wayne Belmont, County Counsel**

***Discussion by County and Each City (Yachats, Waldport, Newport, Toledo, Siletz, Depoe Bay, Lincoln City) (each city will be offered the opportunity to convene its own session in succession within this call to discuss topic led by the Mayor or Council President of that city; other cities and counties will remain on the call to listen in - -in other words these are not breakout calls, but an**

opportunity for each city and the Board to conduct their individual discussions/deliberations with others listening in)

***Motion and Action by Board of Commissioners**

***Motion and Action by Each City**

- b. Modifying Order # 5-20-136 to remove 24-hour hold on lodging properties prior to cleaning and renting again.**

***Overview by Chair Jacobson and Wayne Belmont, County Counsel**

***Discussion by County and Each City (Yachats, Waldport, Newport, Toledo, Siletz, Depoe Bay, Lincoln City) (each city will be offered the opportunity to convene its own session in succession within this call to discuss topic led by the Mayor or Council President of that city; other cities and counties will remain on the call to listen in - in other words these are not breakout calls, but an opportunity for each city and the Board to conduct their individual discussions/deliberations with others listening in)**

***Motion and Action by Board of Commissioners**

***Motion and Action by Each City**

A copy of the Proposed working drafts will be available at www.co.lincoln.or.us when completed.

Audio and video of this meeting will also be recorded and posted on the County website.

If you wish to comment on the proposed topics at this meeting with your community leaders, please contact your city elected officials via the communications methods provided on each city webpage.

In the Matter of)
) **ORDER NO. 6-20-169**
Modifying Order Nos. 4-20-118 and 5-20-136)
Exercising Authority to Act to Protect Lincoln County)
Citizens and Minimize the Effects of the)
COVID-19 Emergency)

1 as more information from the Governor on Phase 2 and 3 restrictions is developed. If so
2 modified, a copy shall be provided to the Cities of Lincoln City, Depoe Bay, Newport,
3 Toledo, Siletz, Waldport and Yachats.

4 2. This Order was presented and concurred to by either authorized city personnel or
5 the direct action of the City Councils of Lincoln City, Yachats, Newport, [Depoe Bay and
6 Waldport]. At any time, the City Council of any of these cities may opt by Council Action
7 to rescind that concurrence, at which time the Order will have no effect within the
8 boundaries of that city without necessity of any further action.

9 3. Copies of this Order shall be provided to Rebecca Austen, Public Health
10 Administrator; Jenny Demaris, Emergency Manager; Wayne Belmont, County Counsel,
11 and representatives of each of the cities listed above.

DATED: June 19, 2020

LINCOLN COUNTY BOARD OF COMMISSIONERS

Kaety Jacobson, Chair

Doug Hunt, Commissioner

Claire Hall, Commissioner

Exhibit A¹
Lincoln County
and
Cities of Yachats, Waldport, Newport, Depoe Bay, Lincoln City, Toledo, and Siletz
Reopening Framework Plan for Short Term Rentals, Hotels/Motels, RV parks and
Campgrounds

Lodging Reopens June 1, 2020²

Applicable Requirements for Lodging Properties including Hotels, Motels, Bed and Breakfasts, Homestays, Short Term Residences (STRs and aka Vacation Rental Dwellings, VRDs), RV Parks and Campgrounds to reopen on June 1, 2020:

Service Changes

Hotels Motels

- Remote check in if available
- Alternative: curbside check in with conditions below
- Touch free check-in instituted
- Barrier in place at check in – i.e. plexiglass
- Hand sanitizer in lobby
- Owner/Employee wellness checks
 - o Health questions and Temp checks – start of each day
- Breakfast
 - o Grab and go / sealed items / room service
 - o No public space consumption

STRs/VRDs

- Remote check in

RV PARKS / CAMPGROUNDS

- Remote check in or alternative as described above for Hotels/Motels

¹ Modifications in this Order are noted as: deletions in ~~strikethrough~~ additions in ***bold italics***

² This framework plan is based on Lincoln County continuing to move forward to phases 1, 2 and 3 of the State of Oregon reopening plan. If there is a reemergence of COVID cases which requires reinstituting restrictions on social distancing under state guidelines, the County and cities may revisit the original prohibitions. Note in Paragraph 2 of this Order and the associated footnote 6 that there are different operative dates and requirements for some cities.

Signage

Hotels Motels

- Covid health sign at entrances and check in. Sign templates to be provided.
- Public spaces closed (more detailed designation - - no public in pools, spas, gyms, lounges or seating areas) all cordoned off and signed appropriately)

STRS/VRDs, Homeshares and Bed and Breakfasts

- Covid health signage posted on front entrance. Sign templates to be provided.

Restrictions

Hotels Motels

- Owners/Employees required to wear face covering when in public areas when in presence of guests
- Guests encouraged to wear face covering in public places while in town per State of Oregon's guidance (Template language to be provided)
 - o Communicated prior to arrival – electronically and via phone
- No stayover guest room service (daily room cleaning for multiple day stays)
- Pools, spas, gyms and any other recreational amenities stay closed unless otherwise authorized by the state
- A minimum 24 hours hold be maintained between check out and the time the room is cleaned and put out for rental again **or amended requirements**
- Staff must be able to maintain social distance from each other in work stations and meet all other business guidelines as set by the state or local health authority

STRs/VRDs, Homeshares and Bed and Breakfasts

- Owners/Employees required to wear face covering at all times when in presence of guests
- Guests required to wear a face covering when in shared spaces in Homeshares and Bed and Breakfasts-and encouraged to wear while in public via State of Oregon guidance
 - o Communicated prior to arrival – electronically and via phone
- A minimum 24 hours hold be maintained between check out and the time the room is cleaned and put out for rental again **or amended requirements**
- Bed and Breakfasts and Homestays, no communal meals.

Housekeeping Minimums for Both STRs/VRDs and Hotels

- Use of CDC/EPA approved disinfectant
 - o Sanitizing all high touch items in guest rooms
 - Door handles, elevator buttons...
 - o Gloves for housekeepers

- Linen washed with approved disinfectant chemicals at correct temperatures
- Removal of paper products
 - o Any required items are laminated and cleaned or replaced
- Hair dryers removed from bag
 - o Dryer cleaned at each checkout
- All unused linen and terry are removed and exchanged

Required clean up if Guest is suspected of having COVID 19 (positive, presumptive or symptomatic) for all lodging properties and types

- Clean room in accordance with OHA guidelines. Current guidelines shown in link below:
<https://sharedsystems.dhsoha.state.or.us/DHSForms/Served/le2288y.pdf>

RV Parks and Campgrounds

- RV parks and Campgrounds
 - o all group and public areas closed
 - o camping allowed except no group tent camping in this phase
 - o restrooms cleaned in accordance with state guidance; patrons bring own soap, hand sanitizer and toilet paper
 - o check in and check out contact free
- Employees required to wear face covering at all times when in public areas when guests are present
- Guests encouraged to wear face coverings while in town per State of Oregon's guidance (Template language to be provided)
 - o Communicated prior to arrival

Phase 2

- Leisure travel resumes based on Phase 2 requirements – unless this changes
- Limitations on number of nights and occupancy lifted but cleaning practices remain except 24 hour minimum between cleaning
- Limitations on grouping (up to 50 persons and conferences)
 - o Pools, spas other amenities open with appropriate restrictions

Phase 3

- Limitations lifted except for state law requirements including but not limited to group size limitations (may apply to conferences, meetings, events, etc.)

Each establishment that will reopen shall submit a plan detailing how they will meet the minimum requirements established in this Order. The plans will be sent to the respective jurisdictions via email at the addresses below. Failure to adhere to the plan shall be grounds for revocation of permission to open and may subject owner/operator to other remedies available under state and local law.

Lincoln County's website for submitting a plan is found at:

<https://www.co.lincoln.or.us/boc/page/lodging-reopen-application>

Detailed information and application forms, and links to City processes will be posted on this website as developed.