

Halsey Beshears, Secretary

Ron DeSantis, Governor

May 22, 2020

VIA ELECTRONIC MAIL

Mounir Bouyounes, PE
County Administrator, Marion County
Marion County Board of County Commissioners
604 SE 25th Avenue
Ocala, Florida 34471
Mounir.Bouyounes@marioncountyfl.org

RE: DBPR Approval of County Plan for Vacation Rental Operations

Dear Mr. Bouyounes:

The Department of Business and Professional Regulation received your correspondence, dated May 19, 2020, requesting approval to permit the operation of vacation rentals in Marion County pursuant to the provisions of Executive Order 20-123 as issued by Governor Ron DeSantis on May 15, 2020.

Based on the Department's review of the safety plan for vacation rental operations that accompanied your request, Marion County has established the necessary plans for operation of vacation rentals at this time. Accordingly, I approve the operation of vacation rentals in Marion County pursuant to the plans as submitted.

For additional information and guidance related to vacation rentals or other businesses regulated by the Department during the ongoing "Safe. Smart. Step-by-Step. Plan for Florida's Recovery," I encourage you to monitor the Department's Emergency Information Page, available at: www.myfloridalicense.com/emergency.

As always, please contact the Department if our team can be of further assistance to you on this matter or other inquiries related to Marion County in the future.

Very respectfully,



Halsey Beshears
Secretary, Florida Department of Business and Professional Regulation



**Marion County
Board of County Commissioners**

Administration

601 SE 25th Ave.
Ocala, FL 34471
Phone: 352-438-2300
Fax: 352-438-2324

May 19, 2020

Florida Department of Business and Professional Regulation
Secretary Halsey Beshears
2601 Blair Stone Road
Tallahassee, FL 32399-2201
Halsey.Beshears@myfloridalicense.com

Via Electronic and FedEx Delivery

Secretary Beshears,

On behalf of the vacation rental operators in Marion County, we respectfully ask that you consider the attached plan for the reopening of short term rentals. This plan was modeled with careful consideration of guidelines and best practices in place to stop the spread of the novel coronavirus.

I am available at any time to further discuss with you or your staff, provide additional information, or answer any questions.

Again, thank you for your consideration. I look forward to hearing from you.

Respectfully,

Mounir Bouyounes, PE
County Administrator

cc: Kathy Bryant, Commission Chair
Jeff Gold, Commission Vice Chair
David Moore, Commissioner
Michelle Stone, Commissioner
Carl Zalak, III, Commissioner

Marion County Plan for Opening Short-term Rentals
Pursuant to [Executive Order 20-123](#)

May 19, 2020

These guidelines (when implemented in addition to [standards set by the CDC](#) seek to establish an industry wide best practice to ensure guest safety. Marion County recognizes the importance of keeping residents and visitors safe, and as such we would expect the following conditions to be required to reopen short term rentals.

Vacation Rental Reservations from Areas Identified by Executive Orders

Vacation rental reservations, from areas identified by Governor DeSantis as high risk, through Executive Orders ([EO 20-82](#) and [EO 20-86](#)), must be for periods longer than the quarantine period established in that Order. Guests occupying those vacation rentals must adhere to the quarantine restrictions or be subject to established criminal and civil penalties.

COVID-19 Disinfection and Sanitization

- Surfaces should be cleaned and then disinfected.
- Cleaning personnel and vacation rental staff should follow [CDC handwashing guidelines](#) throughout the day.
- All cleaning personnel and vacation rental staff should wear splash goggles that protect their eyes from air and/or liquid.
- Post signage or other notices regarding the cleaning practices that are completed prior to each guest stay.
- Display signage or notices to guests in the rental property to frequently remind guests to take steps to prevent the spread of COVID-19, including the wiping and sanitation of touched surfaces.

Products, Cleaning Agents, and Equipment

- Cleaning personnel and vacation rental staff should use cleaning products in line with the EPA's list of products and guidelines.
- Disinfecting procedures should allow for required dwell time to kill the viruses and microbes.
- Disinfectant products should be used on all major surfaces.
- Staff entering a property less than 18 hours after guests have vacated should wear splash goggles.
- Properties should provide sufficient soap and surface sanitation supplies for guests to utilize in the vacation rental property during the guest's rental period.

Cleaning and Inspections

- Extra time must be allowed for enhanced cleaning procedures to take place.
- If the business need requires entry to a property sooner (e.g., in the case of a same-day turn), it is strongly advised that staff strictly and judiciously follow all PPE best practices (wearing mask, gloves, and/or other protective gear such as splash goggles) and follow all cleaning and disinfecting best practices to ensure safety.
- Guests should be asked to turn on all ceiling fans and/or HVAC fans when leaving to facilitate air circulation.
- Remote check-ins should be made available when possible to cut down on face-to-face interactions.

Common Areas - Lobbies, Pool Decks, Elevators, etc.

- Lobby areas should be monitored, and appropriate signage displayed, to ensure social distancing protocols are adhered to.
- Lobby areas should be monitored and disinfected throughout the day.
- Hand Sanitizer should be provided in all common areas, including lobbies, pool decks and elevators.
- Elevators should be disinfected throughout the day.
- Pool furniture should be spaced to encourage social distancing (6ft apart).
- Pool furniture should be disinfected between each use.
- Ensure adequate safety protocols are in place and publicly displayed, in line with CDC guidance, regarding shared or multi-residence amenities such as pools, gyms, and other communal spaces.

Soft Surfaces and Upholstery

- A pressurized pump sprayer should be used to distribute a sanitizing product across all soft surfaces.
- Dirty linens and bedding should be handled and sanitized in such a way as to safeguard cleaning staff and prevent the spread of viruses and germs. ([See VRMA/VRHP recommendations.](#))
- Linens and bedding should be professionally laundered for proper cleaning.
- Cleaning personnel and vacation rental staff should remove gloves, use hand sanitizer and put on fresh gloves after handling dirty linens.
- Blankets/comforters should be removed for laundering and replaced with a freshly washed item, or covered with a freshly washed duvet cover as an alternative.

Trash Removal

- For both inside and outside trash gathering, gloves and masks should be worn at all times.
- Disinfectant should be used on the trash barrel, and a fresh liner or bag should be used inside the barrel or bin.

Maintenance

- All guests should vacate property before maintenance staff enters.
- Technicians should wear gloves and masks at all times, and dispose of those properly after exiting.

Staffing Standards and Guidelines

Vacation Rental Management Companies shall strive at all times to adhere to the following guidelines:

1. Social Distancing

- a. Encourage associates to maintain a safe distance (at least 6 feet) and not to gather in groups of larger than 10 people.
- b. Stagger arrival times to prevent congregating
- c. Limit access to break areas and look for areas where staff can spread out for breaks.

2. Masks, gloves and other personal protection equipment

- a. Masks and gloves should be worn by all employees who interact with the public where social distancing cannot be accomplished. Appropriate cleaning supplies shall be provided to clean their work areas and stations

3. Wellness Checks

- a. All staff members should receive a wellness check upon arrival to work. The wellness check, at a minimum, will consist of a temperature check.
- b. Staff members who have a temperature of 100.4 degrees or higher will not be permitted to work.

4. Hygiene

- a. Wash/sanitize your hands frequently especially after touching frequently used items or surfaces
- b. Avoid touching your face
- c. Sneeze or cough into a tissue or inside your elbow.
- d. Disinfect your work area frequently throughout a shift and before/after a shift if it is a shared space
- e. Individual hand sanitizers will be provided to employees for their assigned work area and for staff members who move through the property and/or community.

5. Mandatory Training

- a. All staff members will be required to train on and adhere to the minimum standards established by this plan.