

# City of Wilton Manors

2020 Wilton Drive • Wilton Manors, Florida 33305 • (954) 390-2120 • FAX (954) 390-2199



*Life's Just Better Here*

**Tom Green**  
*Vice Mayor*

**Julie A. Carson**  
*Commissioner*

**Gary Resnick**  
*Commissioner*

**Paul Rolli**  
*Commissioner*

**Leigh Ann Henderson**  
*City Manager*

**Kerry Ezrol**  
*City Attorney*

## CITY OF WILTON MANORS

### EMERGENCY ORDER 2020-007

**Whereas**, COVID-19, a respiratory illness caused by a virus that spreads rapidly from person to person and may result in serious illness or death, constitutes a clear and present threat to the lives, health, welfare, and safety of the people of Broward County, including the City of Wilton Manors; and

**Whereas**, on March 1, 2020, Governor DeSantis declared a Public Health Emergency as a result of the Novel Coronavirus Disease 2019 ("COVID-19"), and on March 9, 2020, Governor Ron DeSantis signed Executive Order No. 20-52, thereby declaring a State of Emergency as a result of COVID-19; and

**Whereas**, on March 10, 2020, Broward County Administrator Bertha Henry declared a state of emergency in Broward County; and

**Whereas**, on March 11, 2020, the World Health Organization declared the COVID-19 outbreak a global pandemic; and

**Whereas**, on March 13, 2020, President Trump declared a national emergency concerning COVID-19; and

**Whereas**, to reduce the spread of COVID-19, the United States Centers for Disease Control and Prevention ("CDC") and the Florida State Department of Health recommend implementation of community mitigation strategies to increase containment of the virus, including cancellation of large gatherings and social distancing of at least six (6) feet between persons in smaller gatherings; and

# City of Wilton Manors

2020 Wilton Drive • Wilton Manors, Florida 33305 • (954) 390-2120 • FAX (954) 390-2199

**Whereas**, on March 12, 2020 a State of Emergency was declared in the City of Wilton Manors relating to COVID-19; and since the outbreak of COVID-19 numerous local governments and multiple states have adopted various versions of “stay at home” and “safer at home” orders. These orders are designed to protect the health and well-being of the community, to create social distancing, and to minimize contact in an effort to limit community spread of COVID-19; and

**Whereas**, on March 27, 2020, City Manager Leigh Ann Henderson issued Emergency Order 2020-03 (Safer at Home) directing residents to stay at home; and

**Whereas**, on March 30, 2020, Governor Ron DeSantis issued Executive Order No. 20-89 restricting public access to businesses and facilities deemed non-essential in Miami-Dade County, Broward County, and Palm Beach County; and

**Whereas**, on April 1, 2020, Governor DeSantis issued Executive Order 20-91, ordering all persons in Florida to limit their movements and personal interactions outside their homes to only those necessary to obtain or provide essential services or conduct essential activities; and

**Whereas**, on April 9, 2020, Broward County Administrator Bertha Henry issued Broward County Emergency Order 20-06, as required by the Governor’s Executive Order 20-89, restricting public access to businesses and facilities deemed nonessential pursuant to the guidelines established by Miami-Dade County Emergency Order 07-20, as modified by amendments prior to March 30, 2020 (collectively, the “Miami-Dade Emergency Order 07-20”); and

**Whereas**, on April 28, 2020, as part of a coordinated effort with the local municipalities and the adjoining counties, Broward County Administrator Bertha Henry reopened certain parks, golf courses, and other recreational facilities in Broward County pursuant to the guidelines in Broward County Emergency Order 20-08, as amended; and

# City of Wilton Manors

2020 Wilton Drive • Wilton Manors, Florida 33305 • (954) 390-2120 • FAX (954) 390-2199

**Whereas**, on April 29, 2020, Governor DeSantis issued Executive Order 20-112, as amended, establishing Phase 1 of a step-by-step plan for Florida's recovery, and adding (for counties other than Broward, Miami-Dade, and Palm Beach Counties) certain additional services to the activities previously permitted for individuals under Executive Order 20-91, including on-premises consumption of food and beverage at restaurants, operation of in-store retail, and opening of museums and libraries (if permitted by the local government), subject to a twenty-five percent (25%) capacity limitation and certain other limitations; and

**Whereas**, on May 8, 2020, Governor Ron DeSantis issued Executive Order No. 20-114 extending the state of emergency declared in Executive Order 20-52 until July 7, 2020; and

**Whereas**, on May 9, 2020, Governor DeSantis issued Executive Order 20-120, authorizing licensed professionals including barbers and cosmetologists to provide personal services as part of Phase 1; and

**Whereas**, on May 14, 2020, Governor DeSantis issued Executive Order 20-122 permitting Broward County to participate in the Phase 1 reopening identified in Executive Order 20-112, Executive Order 20-120, and any future orders pertaining to Phase 1; and

**Whereas**, in accordance with section 4. D. of Governor Ron DeSantis' Executive Order No. 20-52, the City of Wilton Manors is authorized to waive the procedures and formalities otherwise required by law; and

**Whereas**, on March 17, 2020, the City Commission issued Emergency Order 2020-001 which, among other things, delegated to City Manager Leigh Ann Henderson the authority to issue further emergency orders until April 30, 2020; and

**Whereas**, the City Commission of the City of Wilton Manors met on April 28<sup>th</sup> and passed a motion to extend the delegation of authority to the City Manager to issue emergency orders until May 31, 2020; and

# City of Wilton Manors

2020 Wilton Drive • Wilton Manors, Florida 33305 • (954) 390-2120 • FAX (954) 390-2199

**Whereas**, Pursuant to the City Charter, Chapter 252, *Florida Statutes*, Chapter 19 of the City's code of ordinances, the delegation of authority from the City Commission, the delegation of authority granted by the Declaration of Emergency issued by Governor DeSantis in Executive Order 20-52, the City of Wilton Manors Comprehensive Emergency Management Plan, and all other applicable laws, the City Manager has the authority to issue emergency orders with the force of law **IT IS HEREBY ORDERED:**

## **Section 1. Adoption of Broward County Administrator's Emergency Order 20-10.**

The City of Wilton Manors hereby adopts Broward County Administrator's Emergency Order 20-10 as if fully set forth herein. A copy of the Order is attached hereto as Exhibit 1.

## **Section 2. Waiver of City of Wilton Manors Code Requirements.**

Notwithstanding anything contained to the contrary in the City of Wilton Manors Charter, Code of Ordinances, uncodified ordinances, rules, regulations or policies, the following sections of the Code of Ordinances are temporarily waived to promote and foster economic and commercial activity within the City of Wilton Manors:

- Section 030-110(B) Off-Street parking requirements, Commercial uses in the Urban Center Mixed Use Districts. This code section would permit a licensed business to be open even if they do not meet the current parking requirements. Not meeting the current parking requirements could be due to utilizing the parking spaces for outdoor seating. This does not permit a business to use on-street parking however.
- Section 030-110(F) Off-Street parking requirements, Outdoor dining and sidewalk cafes. This code section would permit a licensed business in the Urban Center Mixed Use District to temporarily have outdoor dining and sidewalk cafes without meeting the parking requirements.
- Section 030-130 (H) Sandwich board signs or sidewalk signs (a.k.a. A-frame sign). This code section would allow a licensed business in the Urban Center Mixed Use District to temporarily use sandwich board signs or sidewalk signs.
- Section 050-080 Sidewalk cafes. This code section would allow all licensed restaurants to have sidewalk cafes.
- Section 135-080(E) Off-street parking required, Other uses. This code section would permit a licensed business to be open even if they do not meet the current parking requirements, in all other zoning districts (excluding Urban Center Mixed Use). Not meeting the current parking requirements could be due to utilizing the parking spaces for outdoor seating. This does not permit a business to use on-street parking however.

# City of Wilton Manors

2020 Wilton Drive • Wilton Manors, Florida 33305 • (954) 390-2120 • FAX (954) 390-2199

- Section 145-070 Prohibited signs. This would permit certain prohibited signs to be used temporarily for licensed businesses. These signs include, signs that are not securely affixed to the ground, or otherwise affixed in a permanent manner to an approved supporting structure, accept as provided for temporary signs; portable signs; inflatable signs and tethered balloons; pennants, banners, buntings and streamers; wind signs, except where permitted as temporary signs; and vehicle signs.

### **Section 3. Religious Services.**

This Emergency Order does not limit religious services at any location, but all persons performing or attending religious services are urged to fully comply with all measures advised by the CDC including limiting gatherings to no more than ten (10) people.

### **Section 4. Repeal of Emergency Order 2020-002.**

Emergency Order 2020-002 is repealed.

### **Section 5. Amendment to Emergency Order 2020-003.**

Emergency Order 2020-003 (Safer at Home Order) is amended as follows:

...

Section 3.

...

(6) Religious Activities. Residents and visitors may travel to and from places of worship. Places of worship must comply with Social Distancing Requirements as defined in Section 4 below, to the greatest extent feasible. ~~and the size of public gatherings as defined in Section 7 below.~~ Places of worship are encouraged to use communications media technology such as live stream their services in lieu of in-person gatherings.

...

~~Section 7. Limit on Gatherings. All gatherings of five (5) or more people shall be prohibited except for those allowed in Section 3 above. Social distancing requirements must be observed.~~

...

# City of Wilton Manors

2020 Wilton Drive • Wilton Manors, Florida 33305 • (954) 390-2120 • FAX (954) 390-2199

## **Section 6. Enforcement.**

City of Wilton Manors Police Department, other law enforcement agencies, including municipal law enforcement agencies, code enforcement officers, and other personnel as provided for in the City of Wilton Manors Code of Ordinances, are authorized to enforce this Emergency Order against any person or entity violating any provision of this Emergency Order. Violations of this Emergency Order shall be prosecuted in the same manner as misdemeanors are prosecuted, including fines not to exceed \$500 per violation.

## **Section 7. Applicability; Severability.**

This Emergency Order supersedes any contrary provision in any prior City of Wilton Manors Emergency Order. Except as superseded, all City of Wilton Manors Emergency Orders remain in full force and effect. Although the businesses and entities specified in this Emergency Order may open subject to the guidelines set forth herein, no business or entity is required to reopen if such business or entity does not wish to do so or believes it cannot do so safely. Any provision(s) within this Emergency Order that conflict(s) with any state or federal law or constitutional provision, or conflict(s) with or are superseded by a current or subsequently-issued Executive Order of the Governor or the President of the United States, or Broward County shall be deemed inapplicable and deemed to be severed from this Emergency Order, with the remainder of the Emergency Order remaining intact and in full force and effect. To the extent application of some or all of the provisions of this Emergency Order is prohibited on the sovereign land of a federally or state recognized sovereign Indian tribe, such application is expressly excluded from this Emergency Order.

## **Section 8. Effective Date; Duration.**

This order shall be effective as of 12:01 a.m. on May 18, 2020. This Emergency Order shall expire upon the expiration of the existing State of Local Emergency, as same may be extended by subsequent order or declaration, unless earlier terminated by subsequent Emergency Order.

# City of Wilton Manors

---

2020 Wilton Drive • Wilton Manors, Florida 33305 • (954) 390-2120 • FAX (954) 390-2199

ORDERED ON AND FILED WITH THE CLERK OF THE CITY OF WILTON MANORS ON May 15, 2020.



---

Leigh Ann Henderson, City Manager

**BROWARD COUNTY ADMINISTRATOR'S  
EMERGENCY ORDER 20-10**

**WHEREAS**, COVID-19, a respiratory illness caused by a virus that spreads rapidly from person to person and may result in serious illness or death, constitutes a clear and present threat to the lives, health, welfare, and safety of the people of Broward County;

**WHEREAS**, on March 1, 2020, Governor DeSantis declared a Public Health Emergency as a result of COVID-19, and on March 9, 2020, Governor DeSantis issued Executive Order 20-52, declaring a State of Emergency as a result of COVID-19;

**WHEREAS**, on March 10, 2020, I declared a Local State of Emergency;

**WHEREAS**, on March 11, 2020, the World Health Organization declared the spread of COVID-19 to be a global pandemic;

**WHEREAS**, on March 13, 2020, President Trump declared a national emergency concerning COVID-19;

**WHEREAS**, to reduce the spread of COVID-19, the United States Centers for Disease Control and Prevention ("CDC") and the Florida State Department of Health recommend implementation of community mitigation strategies to increase containment of the virus, including cancellation of large gatherings and social distancing of at least six (6) feet between persons in smaller gatherings;

**WHEREAS**, on March 10, 2020, the Broward County Board of County Commissioners authorized me to take any appropriate and necessary action to protect the health and safety of Broward County residents and visitors in connection with COVID19, and other emergency powers, including under the state-approved emergency management plan, had previously been delegated to me (as further outlined below);

**WHEREAS**, on April 1, 2020, Governor DeSantis issued Executive Order 20-91, ordering all persons in Florida to limit their movements and personal interactions outside their homes to only those necessary to obtain or provide essential services or conduct essential activities;



**WHEREAS**, on April 9, 2020, I issued Broward County Emergency Order 20-06, as required by the Governor’s Executive Order 20-89, restricting public access to businesses and facilities deemed nonessential pursuant to the guidelines established by Miami-Dade County Emergency Order 07-20, as modified by amendments prior to March 30, 2020 (collectively, the “Miami-Dade Emergency Order 07-20”);

**WHEREAS**, Broward County took additional steps to minimize the spread of COVID-19 and avoid harm to the South Florida community, including closing parks, golf courses, and other recreational amenities in Broward County (Broward County Emergency Orders 20-04 and 20-05), and requiring facial coverings when obtaining essential services and during in-person interactions with the public by persons providing essential services (Broward County Emergency Order 20-07);

**WHEREAS**, on April 28, 2020, as part of a coordinated effort with the local municipalities and the adjoining counties, I reopened certain parks, golf courses, and other recreational facilities in Broward County pursuant to the guidelines in Broward County Emergency Order 20-08, as amended by Broward County Emergency Order 20-09;

**WHEREAS**, on April 29, 2020, Governor DeSantis issued Executive Order 20-112, establishing Phase 1 of a step-by-step plan for Florida’s recovery, and adding (for counties other than Broward, Miami-Dade, and Palm Beach) certain additional services to the activities previously permitted for individuals under Executive Order 20-91, including on-premises consumption of food and beverage at restaurants, operation of in-store retail, and opening of museums and libraries (if permitted by the local government), subject to a twenty-five percent (25%) capacity limitation and certain other conditions;

**WHEREAS**, on May 9, 2020, Governor DeSantis issued Executive Order 20-120, authorizing (for counties other than Broward and Miami-Dade) licensed professionals, including barbers and cosmetologists, to provide personal services as part of Phase 1;

**WHEREAS**, on May 14, 2020, Governor DeSantis issued Executive Order 20-122 permitting Broward County to participate in the Phase 1 reopening identified in Executive Order 20-112, Executive Order 20-120, and any future orders pertaining to Phase 1 or the phased reopening of Florida;

**WHEREAS**, many aspects of COVID-19 remain unknown, but what is known is that the virus spreads easily and can be deadly; medical experts strongly advise that reopening of communities include full observance of the social distancing, facial covering, and sanitation requirements stated in the CDC Guidelines and reflected in Broward County Emergency Order 20-07, as amended, by both the operator of the establishment and by persons patronizing the establishment, in order to minimize the risk of a dramatic increase in infections that might overwhelm the available public health resources and require reclosure of public amenities, restaurants, and stores; and

**WHEREAS**, in continued coordination with the local municipalities, the County Administrator desires to take certain measured steps to participate in the Phase 1 reopening of Broward County, including designating certain business activities as permitted activities and reopening additional portions of recreational amenities, subject to the requirements stated herein,

**NOW, THEREFORE**, I, Bertha Henry, the Broward County Administrator, pursuant to my emergency authority under Sections 8-53 and 8-56 of the Broward County Code of Ordinances, as well as the authority granted to me by the Declaration of Emergency issued by Governor DeSantis in Executive Order 20-52, by Chapter 252, Florida Statutes, by the Board of County Commissioners, and by the Broward County Comprehensive Emergency Management Plan, hereby order as follows:

Section 1. **Continuing Adherence to CDC Guidelines Regarding Social Distancing and Facial Coverings.**

All persons shall continue to adhere to the guidelines from the Centers for Disease Control and Prevention available at <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/social-distancing.html> (referred to as the “CDC Guidelines”), and the facial covering requirements stated in Broward County Emergency Order 20-07, as amended. Social distancing requirements do not apply to members of the same household. Facial coverings are in addition to, and not a substitute for, the required social distancing. In addition, pursuant to the Governor’s Executive Order 20-112, groups of more than ten (10) people are not permitted to congregate in any public space that does not readily allow for the required social distancing.

All owners, operators, and persons involved in the provision of essential services or other additional goods, services, or amenities permitted by this Emergency Order shall ensure compliance with the CDC Guidelines and all additional requirements stated in this Emergency Order by all workers (to the extent they exercise any supervisory authority or control over such workers) providing any goods, services, or amenities and by all persons receiving or availing themselves of such goods, services, or amenities. To the greatest extent practical, and notwithstanding the openings at physical business locations permitted under this Emergency Order, all businesses permitted to operate under this Emergency Order or any Executive Order of the Governor are encouraged to perform remote operations and permit personnel to utilize teleworking or other remote working methods.

**Section 2. Additional Services Permitted.**

All essential services permitted pursuant to the Governor's Executive Order 20-91, as amended, and Broward County Emergency Order 20-06, and the amenities permitted under Broward County Emergency Order 20-08, as amended, shall continue to be permitted but must also comply with **Attachment 1**. In addition, Sections 3 through 10 below constitute "Additional Services" permitted to be conducted, provided the Additional Services comply with the applicable requirements stated in this Emergency Order and in **Attachment 1**. Although the businesses and entities specified in this Emergency Order may open subject to the guidelines set forth herein, no business or entity is required to reopen if such business or entity does not wish to do so or believes it cannot do so safely and in compliance with the requirements of this Emergency Order; any decision by a particular business or entity to reopen or remain closed is also subject to any applicable internal rules or regulations of that business or entity.

**Section 3. Other Professional Businesses.**

To the extent designated as essential services pursuant to the Governor's Executive Order 20-91, professional services and other businesses located in multi-business office buildings in Broward County may continue normal operations, subject to the following: (a) public access is only permitted to the extent the business is an essential service, as provided in the Governor's Executive Order 20-91;

(b) such businesses are encouraged to provide teleworking for workers as stated in Section 1 of this Emergency Order; (c) all operations must comply with the CDC Guidelines and Broward County Emergency Order 20-07, as amended; and (d) all operations must comply with the guidelines of **Attachment 1**.

**Section 4. Restaurants and Food Establishments.**

As provided in Governor's Executive Orders 20-112, 20-122, and subsequent orders, restaurants and food establishments are permitted to open provided all such operations (a) are consistent with the guidelines stated in **Attachment 2**; (b) comply with the CDC Guidelines, including the six foot (6') distancing requirement, and Broward County Emergency Order 20-07, as amended; and (c) comply with the following capacity limitations: indoor seating areas must not exceed fifty percent (50%) of the maximum indoor seating capacity of the establishment (or the maximum capacity permitted by the applicable Executive Order of the Governor, if less); total indoor and outdoor seating (defined as areas with exclusively open-air customer seating) combined shall not exceed existing total maximum occupancy (100%) for the establishment. Outdoor seating areas shall be subject to any additional limitations imposed by the applicable municipality, and nothing in this Emergency Order precludes any municipality from waiving or modifying municipal regulations regarding outdoor seating restrictions.

**Section 5. Retail Establishments.**

Retail establishments selling goods or other commodities (other than personal services) may operate to sell such goods or other commodities provided all such operations (a) are consistent with the guidelines stated in **Attachment 3**; (b) comply with the CDC Guidelines and Broward County Emergency Order 20-07, as amended; and (c) comply with the following capacity limitations: indoor retail establishments must limit occupancy to no more than fifty percent (50%) of the maximum capacity of the retail location (or the maximum capacity permitted by the applicable Executive Order of the Governor, if less). To the extent any such establishment is subject to any other capacity or operational limitation by any state or local government authority, the establishment must comply with the more stringent or restrictive limitation. Retail establishments that were permitted to operate as essential

services or essential businesses under the Governor's Executive Order 20-91 are not subject to the fifty percent (50%) maximum occupancy limitation stated in this section.

**Section 6. Personal Services.**

Businesses and establishments providing personal services by licensed professionals, such as barbershops, cosmetology salons, and cosmetology specialty salons, may operate provided all such operations (a) are consistent with the guidelines stated in **Attachment 4**; (b) comply with the CDC Guidelines and Broward County Emergency Order 20-07, as amended, to the full extent possible without preventing delivery or receipt of the applicable service; (c) are consistent with the Frequently Asked Questions issued by the Florida Department of Business & Professional Regulation located at <http://www.myfloridalicense.com/DBPR/os/documents/2020.05.09%20DBPR%20FAQs%20re%20Executive%20Order%2020-120.pdf>; and (d) comply with the Information for Barbershops, Cosmetology Salons, and Cosmetology Specialty Shops located at <http://www.myfloridalicense.com/DBPR/os/documents/2020.05.09%20DBPR%20-%20Information%20for%20Barbers-Cosmetology%20Reopening.pdf>.

**Section 7. Movie Theaters.**

Existing licensed outdoor movie theaters (drive-in only) may operate provided all such operations (a) are consistent with the guidelines stated in **Attachment 5**; (b) comply with the CDC Guidelines and Broward County Emergency Order 20-07, as amended; and (c) comply with the following capacity limitation: occupancy must not exceed fifty percent (50%) maximum capacity. Indoor movie theaters shall remain closed until further notice.

**Section 8. Community Rooms, Fitness Centers, and Gyms in Housing Developments.**

Golf courses and other recreational amenities permitted to operate under Emergency Order 20-08 may continue to operate, subject to the CDC Guidelines and the requirements of Emergency Order 20-08. Community rooms, fitness centers, and gyms, to the extent such amenities are located within multi-family housing developments or community associations, but excluding standalone commercial facilities, may operate provided all such operations (a) are consistent with the guidelines stated in

**Attachment 6;** (b) comply with the CDC Guidelines and Broward County Emergency Order 20-07, as amended; and (c) comply with the following capacity limitation: occupancy must not exceed fifty percent (50%) maximum capacity.

Section 9. **Public Community Pools and Private Club Pools.**

Recreational Pool Amenities as defined in Emergency Order 20-08 that were permitted to operate under that order are excluded from the scope of this Emergency Order and may continue to operate subject to the CDC Guidelines and the requirements of Emergency Order 20-08. All other pools and pool decks located within private clubs (such as YMCAs, yacht clubs, etc.), and including county or municipal pools, but excluding pools that are part of a commercial fitness facility, may operate provided all such operations (a) are consistent with the guidelines stated in **Attachment 7;** (b) comply with the CDC Guidelines and Broward County Emergency Order 20-07, as amended (except while swimming); and (c) comply with the following capacity limitation: occupancy must not exceed fifty percent (50%) maximum capacity.

Section 10. **Museums.**

Museums may open and operate at no more than twenty-five percent (25%) of their maximum building capacity (if an interior portion of the museum has a separate capacity restriction, then that interior portion is also subject to a limitation of not more than twenty-five percent (25%) of the maximum capacity of that interior portion), provided that (a) any components of museums that have interactive functions or exhibits, including child play areas, remain closed; (b) all operations are consistent with the guidelines stated in **Attachment 8;** and (c) the museums comply with the CDC Guidelines and Broward County Emergency Order 20-07, as amended.

Section 11. **Enforcement; Penalties.**

The Broward Sheriff's Office, other law enforcement agencies including municipal law enforcement agencies, code enforcement officers, and other personnel as provided for in the Broward County Code of Ordinances, are authorized to enforce this Emergency Order against any person or entity violating any provision of this Emergency Order. Violations of this Emergency Order shall be

prosecuted in the same manner as misdemeanors are prosecuted, including fines not to exceed \$500 per violation, imprisonment not to exceed 60 days, or both.

**Section 12. Applicability; Severability.**

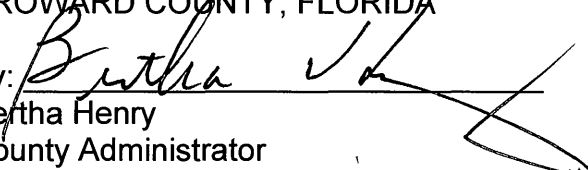
This Emergency Order supersedes any contrary provision in any prior Broward County Emergency Order. Except as superseded, all Broward County Emergency Orders remain in full force and effect. This Emergency Order applies to incorporated and unincorporated areas within Broward County, but has no application outside of Broward County. The provisions of this Emergency Order shall serve as minimum standards, and municipalities within Broward County may establish more stringent standards within their jurisdictions, to the extent permitted by law. Any provision(s) within this Emergency Order that conflict(s) with any state or federal law or constitutional provision, or conflict(s) with or are superseded by a current or subsequently-issued Executive Order of the Governor or the President of the United States, shall be deemed inapplicable and deemed to be severed from this Emergency Order, with the remainder of the Emergency Order remaining intact and in full force and effect. To the extent application of some or all of the provisions of this Emergency Order is prohibited on the sovereign land of a federally or state recognized sovereign Indian tribe, such application is expressly excluded from this Emergency Order. Occupancy limitations stated in this Emergency Order shall be based upon the total maximum occupancy established by the certificate of occupancy.

Section 13. **Effective Date; Duration.**

This order shall be effective as of 12:01 a.m. on May 18, 2020. This Emergency Order shall expire upon the expiration of the existing State of Local Emergency, as same may be extended by subsequent order or declaration, unless earlier terminated by subsequent Emergency Order.



BROWARD COUNTY, FLORIDA

By:   
Bertha Henry  
County Administrator

RECEIVED AND FILED in the Records, Taxes and Treasury Division on this 14<sup>th</sup> day of May, 2020, at 4:20 a.m./p.m. (p.m)



# ATTACHMENT 1

## ADDITIONAL SERVICES

### A. General Business Requirements.

1. Establish and continue communication with local and State authorities to determine current mitigation measures in your community.
2. Whenever feasible, allow employees to telework or establish a rotation or staggered schedule to reduce the number of employees working on site.
3. Where telework is not possible, consider how your current workspace can be reconfigured by installing physical barriers or implementing other measures that allow for social distancing.
4. To the extent possible, implement flexible sick leave policies and reiterate existing sick time and paid time off policies to discourage employees from coming to work if they feel ill.
5. Develop a plan for monitoring your employees' health, with a particular focus on COVID-19 symptoms, with the goal of preventing ill employees from working.
6. Establish contingency plans for the handling of a positive case of COVID-19 in your workplace. OSHA's guidelines give specific steps on how to manage and isolate employees displaying COVID-19 symptoms (<https://www.osha.gov/Publications/OSHA3990.pdf>).
7. Develop or update your employee contact system (e.g. phone tree, social media, texting) so you have a way to quickly reach all staff if there is a workplace COVID-19 exposure.
8. Ensure that employees wear facial coverings in the workplace when within six feet of someone else and when required by Broward EO 20-07, as amended. Social distancing of six feet should be practiced to the maximum extent possible, even when facial coverings are worn.
9. Require customers, clients, and other visitors to the business to wear facial coverings in accordance with Broward County EO 20-07, as amended.
10. Limit the number of employees simultaneously using employee common areas.
11. Implement regular, more intensive cleaning, particularly in heavily trafficked areas such as bathrooms, kitchens, escalators, elevators, and other common areas.
12. Provide hand-sanitizing stations or supplies throughout the workplace.
13. Establishments that utilize shopping carts or baskets must establish and implement sanitation protocols to disinfect these items prior to each new customer use.
14. Enforce the CDC's health and safety guidelines when employees return to work. Provide employee training on safety measures, including proper use of personal protective equipment and social distancing.

15. Communicate clearly all plans and policies you develop regarding PPE, social distancing, and employee health monitoring to your staff, customers, vendors, partners, and other interested parties. Take the time to answer any questions and concerns.
16. Establishments must display signs setting forth the rules and the establishment's expectation that all persons shall comply with those rules.
17. Social distancing requirements do not apply to members of the same household.

## ATTACHMENT 2

### RESTAURANTS AND FOOD ESTABLISHMENTS

All tables and chairs, whether indoor or outdoor, shall be at least six feet apart between parties (at their closest point); bar counters shall remain closed to seating. Patrons are prohibited from congregating at the bar counters or elsewhere. Parties shall be limited to no more than ten (10) persons. Drive-through, curbside take out, or delivery service may continue in accordance with CDC Guidelines and all applicable Broward County Emergency Orders. Social distancing requirements do not apply to members of the same household.

#### **A. Operations Requirements.**

1. Establishments shall comply with the following capacity limitations: indoor seating areas must not exceed fifty percent (50%) of the maximum indoor seating capacity of the establishment (or the maximum capacity permitted by the applicable Executive Order of the Governor, if less); total indoor and outdoor seating (defined as areas with exclusively open-air customer seating) combined occupancy shall not exceed existing total maximum occupancy (100%) for the establishment.

2. Ensure adequate supplies to support healthy hygiene practices for both employees and customers, including soap, hand sanitizer with at least 60 percent alcohol, and tissues, and make hand sanitizer readily available to guests. Signs on how to stop the spread of COVID-19, including signs on properly washing hands, everyday protective measures, facial coverings, and social distancing should be conspicuously posted.

3. To the extent possible, restaurants and food establishments shall provide single use disposable one-time menus, utilize chalkboard menus, digital menus that are sanitized after each use, other digital menu options available on a personal device, or other means to avoid customers sharing such items.

4. Whenever possible, use disposable (and when possible, biodegradable) food service items (utensils, dishes, etc.) and single serving seasonings and condiments to avoid customers sharing such items. If disposable items are not feasible, ensure that all non-disposable food service items are handled with gloves and are washed in between each customer usage with dish soap and hot water or in a dishwasher. Establishments must use packets or pre-rolled bags or wraps of utensils and eliminate table presets. Avoid using food and beverage implements brought in by customers.

5. Use touchless payment options whenever available. Ask customers and employees to exchange cash or card payments by placing on a receipt tray or on the counter rather than hand to hand. Sanitize any pens, counters, or hard surfaces between each use.

6. Ensure that ventilation systems operate properly to provide adequate air circulation in all parts of the facility and increase circulation of outdoor air as much as possible by opening windows and doors, using fans, or other methods.

7. Provide physical guides, such as tape on floors or sidewalks, to ensure that customers remain at least six feet apart when in lines. Ask customers to wait in their cars or away from the establishment while waiting for a table or to pick up food. If possible, alert patrons on their cellphone

that their table or food is ready to avoid use of restaurant provided “buzzers.” Post signs to inform customers of food pickup protocols.

8. Use placards or other easily visible means to identify tables closed due to social distancing and to identify tables that have been sanitized and are ready for the next use.

9. Restrict the number of employees in shared spaces, including kitchens, break rooms, and offices to maintain at least a six-foot distance between people if possible; when a six-foot distance cannot be maintained, employees must wear facial coverings. Where possible, stagger workstations instead of having employees standing opposite one another. If there is a break room, limit the number of employees simultaneously allowed inside.

10. Wherever possible, install physical barriers, such as sneeze guards and partitions, at cash registers, check-in stations, food pickup areas, and other areas where consistently maintaining physical distance of six feet is difficult.

11. Ensure that all suppliers and third-party delivery staff are aware of social distancing requirements.

12. Child or adult gaming and play spaces located in dining establishments shall remain closed.

13. Consider options for a reservations-only model or to have dine-in customers order ahead of time to limit the amount of time spent in the establishment.

14. Buffets and salad bars are to remain closed. Self-service drink stations must provide single use tissues or wipes to use the equipment, and the stations must be washed and sanitized frequently. Remove cut fruit, unwrapped utensils, and unwrapped straws from drink stations.

## **B. Sanitation and Safety Requirements.**

1. Employers must enforce hand washing and use of facial coverings by employees in accordance with Broward County EO 20-07, as amended. This includes the requirement that all staff who have direct customer contact must wear facial coverings when in direct contact with customers. All employees handling food must wear facial coverings consistent with Broward County EO 20-08. Food preparers are also required to wear gloves while handling food.

2. Clean and disinfect frequently touched surfaces (for example, door handles, workstations, cash registers), and frequently shared objects (for example, payment terminals, tables, countertops/bars, receipt trays, pens, condiment holders, and any re-used menus) between each use. Tables and other dining areas must be sanitized after each use. Host stations must be sanitized at least hourly. Use products that meet EPA’s criteria for use against COVID-19 and that are appropriate for the surface.

3. Restrooms must be sanitized no less frequently than hourly.

4. Implement procedures to increase how often you clean and sanitize surfaces in the back-of-house (non-public areas of the establishment). Ensure that disinfectants used on food contact surfaces are appropriate and do not leave a toxic residue.

5. Train all employees in the above safety protocols, in addition to the importance of frequent handwashing, and give them clear instructions to avoid touching hands to face.

6. Conduct daily health checks (e.g., temperature and symptom screening) of employees in accordance with the Governor's EO 20-68 and in accordance with any applicable privacy laws and regulations. Remind employees to report any illness to their manager and have them verify that they have not had any COVID-19 symptoms each day prior to them coming to work.

7. Employees with symptoms of COVID-19 (fever, cough, or shortness of breath, among others) at work should immediately be sent home. Provide with or refer sick staff members to the CDC guidelines and advise them not to return until they have met the CDC's criteria to discontinue home isolation. Sick employees not exhibiting COVID-19 symptoms should also be immediately sent home and not be allowed to return until they are symptom-free.

8. Notify local health officials, staff, and customers (if possible) immediately of any confirmed case of COVID-19 while maintaining confidentiality as required by HIPAA, the Americans with Disabilities Act (ADA), or other applicable laws.

9. Deep clean the establishment at least once every twenty-four hours.



## ATTACHMENT 3

### RETAIL ESTABLISHMENTS

#### **A. Capacity Requirements.**

1. Limit the number of customers inside a store at a given time, excluding employees and representatives of third-party delivery companies, to a maximum of 50% of the store's maximum occupancy (or the maximum capacity permitted by the applicable Executive Order of the Governor, if less). Social distancing requirements do not apply to members of the same household.

2. Food courts, restaurants, and other food establishments in shopping malls shall reconfigure to limit seating to at least 6 feet between separate groups (at the closest point) to allow for proper social distancing. Food courts, restaurants, and other food establishments in shopping malls must also comply with the requirements in **Attachment 2**.

#### **B. Operations Requirements.**

1. Consider dedicated shopping hours or appointment times for the elderly, medically vulnerable, and health care workers.

2. Social distancing reminders to customers are required, including but not limited to social distancing "reminder" signs, personal stickers, floor decals, and audio or audible announcements. Signs shall be conspicuously posted.

3. Establish one-way aisles and traffic patterns for social distancing.

4. Encourage curbside, online, or call-in pickup and delivery service options to minimize contact and maintain social distancing.

#### **C. Sanitation and Safety Requirements.**

1. Prohibit or limit the use of changing rooms while ensuring proper sanitation and compliance with social distancing protocols.

2. Establish procedures for safe exchange and returns of goods and materials.

3. Do not allow self-serve products (e.g., "testers"); consider limiting customer contact with retail products before purchase.

4. When possible and appropriate, use plastic shields or barriers between customers and clerks at service counters and clean them (the shields and service counters) frequently.

5. Prohibit the use of reusable bags (reusable bags may carry COVID-19).

ATTACHMENT 4  
PERSONAL SERVICES

**A. Capacity Requirements.**

1. Services shall be provided by appointment only.
2. Services shall be scheduled with at least 15 minutes between appointments to allow time for proper disinfecting of the area.
3. Customers waiting for appointment should be encouraged to wait outside and practice social distancing. Social distancing requirements do not apply to members of the same household.

**B. Sanitation and Safety Requirements.**

1. If there are partitions or walls that are solid (such as plexiglass, metal, or other solid non-fabric material) between each chair/workstation, then each chair/workstation can be used at any given time. Partitions must be thoroughly sanitized between each customer.
2. If there are no partitions or walls between each chair/workstation, the business must only use every other chair/workstation, or otherwise arrange seating, such that there is at least 6 feet separation between chairs/workstations to achieve social distancing.
3. Personal service employees must wear facial coverings. Customers or clients must wear facial coverings to the full extent practicable for the service required.
4. Personal service employees must wash their hands immediately before performing a service and must wash their hands before performing a service for the next customer or client.
5. Businesses must remove all books, magazines, and any shared material for customers.
6. Ensure thorough workstation and equipment disinfection after each customer (i.e. sanitize all equipment, instruments, capes, smocks, linens, chairs and work area); alternatively, utilize single-use or disposable items.
7. Implement enhanced sanitation of commonly touched surfaces and equipment as frequently as necessary using CDC recommended sanitizers and disinfecting protocols.
8. Discard any single-use or disposable tools (e.g., files, buffers, neck strips) immediately after use on a single customer.
9. Encourage touchless payment methods where possible.
10. Hand sanitizers must be placed at the entrance, and customers must be informed that they must sanitize their hands upon entering.
11. Do not allow self-serve products (e.g., “testers”); consider limiting customer contact with retail products before purchase.



12. Daily deep cleaning and sanitation to be completed frequently for high-touch areas. Areas such as salon chairs, manicure UV machines, nail drying stations, etc. are to be cleaned after each client use.

13. Use appropriate temperatures for washers and dryers to ensure thorough sanitation of towels, linens, capes, smocks, etc.

ATTACHMENT 5  
MOVIE THEATERS

Only existing licensed outdoor drive-in movie theaters may operate. Indoor movie theaters shall remain closed.

**A. Capacity Requirements.**

1. Automobiles shall be spaced at least 6 feet apart, with appropriate signage posted notifying patrons of the spacing requirement.
2. Restrooms must not exceed 50% capacity and shall be staffed by dedicated sanitation personnel at all times when open.
3. Persons shall remain in their vehicles except for the sole purpose of utilizing the restroom facility.

**B. Sanitation and Safety Requirements.**

1. Food service areas will be closed, and food and beverage sales are prohibited.
2. Touch free payment options for entry are encouraged.
3. All staff shall use PPEs including, but not limited to, gloves and masks at all times.
4. Additional hand sanitizing stations shall be provided.

**ATTACHMENT 6**  
**COMMUNITY ROOMS, FITNESS CENTERS, AND GYMS**  
**IN HOUSING DEVELOPMENTS**

No community room, fitness center, or gym is required to be opened if the housing development does not wish to do so or believes it cannot do so safely and in full compliance with the requirements of this Emergency Order; any decision by a particular housing development is also subject to any applicable internal rules or regulations of that entity.

**A. Capacity Requirements.**

1. Maximum 50% occupancy. Social distancing requirements do not apply to members of the same household.
2. Community rooms, fitness centers, and gyms shall be limited to residents of the housing development only. No guests shall be allowed.
3. Exercise machines, equipment and tables must be rearranged and/or closed for use to ensure at least 6 feet of distance between patrons using such machines, equipment, or tables. Social distancing guidelines provided by the CDC shall be adhered to at all times.
4. No gatherings or multi-player games (e.g., mahjong, poker, etc.) are permitted in the community rooms between persons who do not reside in the same household.

**B. Sanitation and Safety Requirements.**

1. Before reopening, the community room, fitness center, or gym (as applicable) must be thoroughly deep cleaned, disinfected, and sanitized. After opening, community rooms, fitness centers, and gyms must be deep cleaned daily.
2. Housing developments shall provide disinfecting wipes, and residents shall be required to wipe down each machine they used after each use.
3. Hand sanitizer shall be available at the facility. Patrons must be informed that they must sanitize their hands when entering the gym and prior to utilizing each piece of equipment.

**C. Gym and Fitness Center Amenities.**

1. Hot tubs, saunas, steam rooms, and shower facilities shall remain closed.

## ATTACHMENT 7

### PUBLIC COMMUNITY POOLS AND PRIVATE CLUB POOLS

No pool is required to be opened if the owner or operator does not wish to do so or believes it cannot do so safely and in full compliance with the requirements of this Emergency Order; any decision by a particular entity is also subject to any applicable internal rules or regulations of that entity.

#### **A. Capacity Requirements.**

1. All seating and tables around any pool shall be set up with social distancing of at least 6 feet between groups at their closest point. Social distancing requirements do not apply to members of the same household.
2. Pool and pool deck occupancy is limited to no greater than 50% maximum occupancy.
3. No groups larger than 10 people.
4. The use of the pool and pool deck are to be supervised by a sufficient number of employees or other person(s) designated by the operator of the facility to ensure compliance with the requirements of this attachment, and either (i) employees or other designees of the establishment shall sanitize the facility's chairs, railings, gates, tables, showers, and other equipment, or (ii) all furnishings must be removed from the pool deck.
5. Private club pools are limited to use by their members only. No guests shall be allowed.

#### **B. Sanitation and Safety Requirements.**

1. Employees or other designees of the operator of the facility shall supervise the pool during operating hours to ensure compliance with this attachment and shall also ensure the facility's pool chairs, railings, gates, tables, showers, and other pool and pool deck equipment are sanitized on a regular basis and, at a minimum, between users.
2. The pools and operation thereof shall meet the standards set by the CDC <https://www.cdc.gov/healthywater/swimming/index.html> and Florida Administrative Code § 64E-9.004 for disinfectant protocol.
3. Employees working in pool houses, locker rooms, or in similar areas in close proximity to pools or pool decks shall wear facial coverings during in-person interactions with the public in accordance with Broward County Emergency Order 20-07, as amended.

#### **C. Pool Amenities.**

1. Hot tubs, saunas, steam rooms, and indoor showers shall remain closed. Indoor showers can remain open if they are the only shower available to rinse before entering the pool.

# ATTACHMENT 8

## MUSEUMS

### **A. Capacity Requirements.**

1. Operate at a capacity of no more than twenty-five percent (25%) occupancy (if an interior portion of the museum has a separate capacity restriction, then that interior portion is also subject to a limitation of not more than twenty-five percent (25%) of the maximum capacity of that interior portion). Social distancing requirements do not apply to members of the same household.
2. Determine what exhibitions and events to have or postpone based on space and group capacity management and scale in phases.
3. On-site food establishments must operate in accordance with Attachment 2.
4. Gift shops and other on-site retail capacity shall be limited to 50% maximum occupancy (or the maximum capacity permitted by the applicable Executive Order of the Governor, if less) and operate in accordance with Attachment 3.

### **B. Sanitation and Safety Requirements.**

1. Encourage advance mobile ticketing and use touchless payment options, where available, throughout the museum.
2. Offer special hours for visitors with potential health vulnerabilities, members, corporate members, and donors.
3. Reduce staff/visitor contact points and consider clear protective dividers for front-line workstations.
4. Eliminate moveable elements and other hands-on activities that may transmit germs (e.g., manipulatives and props, sensory materials, refer to the American Alliance of Museums guidelines <https://www.aam-us.org/wp-content/uploads/2020/04/Considerations-for-Museum-Reopenings-5.4.2020.pdf>).
5. Prohibit use of interactive functions or exhibits including child play areas.
6. Redesign and restrict exhibition floorplans to comply with social distancing.
7. Use floor decals to help visitors differentiate spaces and signage to regulate capacity per area.
8. Facility rentals are prohibited at this time.