

Exhibit B, Appendix A-4: Low Risk Activity – Hotels, Lodging, and Short-Term Rentals

On June 5, 2020 the State released Industry Guidance for hotels, lodging, and short-term rentals, and current local conditions and disease epidemiology related to COVID-19 support allowing these facilities to operate in accordance with the State's guidance.

The State's guidance contains the following restrictions related to hotels, lodging, and short-term rentals:

- Large meeting venues, banquet halls, or convention centers should be kept closed until each of those types of establishments are allowed to resume modified or full operation.
- Property managers, timeshare operators, and other rental unit owners and operators must only rent unoccupied units and cannot rent rooms or spaces within an occupied residence until otherwise notified. A residence or unit that is rented while the operator is not physically present, or has a separate exterior entrance and exit that does not require the use of shared facilities, and is otherwise unoccupied, should be considered an unoccupied unit.
- Saunas, steam rooms, and hot tubs should remain closed.

The State also requires that operators consider leaving rooms vacant for 24 to 72 hours after a guest has departed. This will require operators to manage the occupancy of their hotel, lodging, or short-term rental to accommodate this provision.

Restaurants (including room service and continental breakfast), bars, retail, fitness centers, barbershops and hair salons within or associated with hotel and lodging operations must meet the requirements contained in this Order for those specific types of operations to be open.

Prior to re-opening or commencing expanded operations, the operator must ensure that their facility is clean and ready for guests by ensuring the following:

- A. The facility is operable, cleaned and stocked:
 1. All equipment, plumbing, laundering, and ventilation systems are operational.
 2. There is an adequate supply of PPE for staff, contractors, vendors, and, if needed, customers.
 3. The facility is thoroughly cleaned and disinfected, including all employee and customer areas.
 4. Sanitation and disinfecting supplies, including sanitizing wipes and hand sanitizer, are provided at various locations throughout the facility for employees and customers with attention to entrances and exits, counter areas, seating areas, and swimming pool areas.
- B. Review the guidance provided in the State of California "COVID-19 INDUSTRY GUIDANCE: Hotels, Lodging, and Short Term Rentals" (Industry Guidance) found at <https://covid19.ca.gov/pdf/guidance-hotels-lodging-rentals.pdf>.
- C. Implement the [Industry Guidance](#) criteria applicable to the facility. This includes employee training, employee health monitoring, use of physical separation methods or barriers, use of personal protective equipment (PPE) such as face coverings in areas where workers cannot maintain six feet from customers, increased cleaning and sanitation, customer health screening and facial covering recommendations, and other applicable guidance criteria.
- D. If a swimming pool is provided and is accessible to different household groups at the same time, than a system shall be implemented to limit use to ensure social distancing. This may include a reservation system and/or monitoring by an employee other than a life guard to limit use.
- E. Print out the [Industry Guidance](#) and place a check mark by each bullet point that is implemented at the establishment. Cross out those bullet points and associated paragraphs that are not

applicable. Attach the completed [Industry Guidance](#) and any other site specific protocols to meet the [Industry Guidance](#) and this Order to the cover sheet in Attachment A-4A. This will be the written plan for social distancing (Written Plan) for the facility.

- F. Designate a COVID-19 supervisor to ensure the implementation of the facility's Written Plan. The designated COVID-19 supervisor shall be present on-site at all times the facility is open. The COVID-19 supervisor can be an on-site worker who is designated to carry this role. More than one COVID-19 supervisor may be designated to account for multiple shifts or zones within the facility. However, if multiple COVID-19 supervisors are designated, then only one shall be responsible for the overall facility compliance with the Written Plan.
- G. Post the COVID-19 related signage visible to employees and guests:
 - i. Post at or near each entrance door in a manner that is readily visible to the public and employees the following signs:
 - a. A sign stating that the facility has a Written Plan available for review and stating the name and phone number of an on-site person who can be contacted regarding details of the Written Plan. A sample [Written Plan entrance sign](#) can be found on the County's website at <http://www.solanocounty.com/civicax/filebank/blobdload.aspx?blobid=32285>.
 - b. A sign stating to stay home if you have a cough, fever or feel unwell; maintain a minimum six-foot distance from one another; sneeze and cough into a cloth or tissue or, if not available, into one's elbow; wear face covering in public; and avoid physical contact. A sample [Help Our Community Stay Healthy sign](#) can be found on the County's website at <http://www.solanocounty.com/civicax/filebank/blobdload.aspx?blobid=32286>.
 - ii. Post, in areas visible to workers and public at various locations throughout the facility, including pool areas, signs providing general guidance on practices to help reduce the risk of spreading COVID-19, including not touching face; washing hands with soap and water for at least 20 seconds; cleaning and disinfecting frequently touched objects; covering the mouth and nose when coughing or sneezing as well as other hygienic recommendations by the CDC. A sample [Stop the Spread of Germs sign](#) can be found on the County's website at <http://www.solanocounty.com/civicax/filebank/blobdload.aspx?blobid=32283>.
- H. Provide a copy of the Written Plan to all employees and have the plan available to the public upon request for their review.
- I. The hotel, lodging, or short-term rental may re-open or expand its services to the public once all criteria in this section are completed.

Once open, the hotel, lodging, or short-term rental must abide by all applicable [Industry Guidance](#) requirements, requirements of this Order, and their Written Plan.

**EXHIBIT B, APPENDIX A-4
ATTACHMENT A-4A**

**Solano County
Written Plan for Social Distancing (Written Plan)
for Hotels, Lodging, and Short-Term Rentals**

Business name:

Facility Address:

Number of customers allowed into the hotel, lodging, or short-term rental at one time:

California and Local Guidance for Hotels, Lodging, and Short-Term Rentals:

- This Written Plan meets guidance from California’s [COVID-19 INDUSTRY GUIDANCE: Hotels, Lodging, and Short Term Rentals](#) (Industry Guidance) applicable to the type of service provided by this facility. The [Industry Guidance](#) showing the applicable protections being implemented at this facility is attached.
- No swimming pool is available, or if available, protocols have been implemented to limit the number of guests from different households using the swimming pool at any one time.
- Saunas, steam rooms, and hot tubs are closed or not available on-site.

Signage and Availability of Written Plan:

- Signs are posted at or near the entrance doors readily visible to employees and the public that a [Written Plan](#) is available upon request and providing [general precautions](#) to prevent the spread of COVID-19 to be consider before or upon entering the facility.
- Signs are posted throughout the facility in a manner readily visible to workers and customers reminding them of the [general practices](#) to help reduce the risk of spreading COVID-19.
- A copy of the Written Plan is readily available to the public upon request.

Measures to Ensure Compliance to Protocol:

- At least one COVID-19 Supervisor, who can be an on-site employee, is designated for all periods the hotel, lodging, or short-term rental is operating to ensure compliance with this protocol.
- A copy of this Written Plan has been provided to all employees and all employees have received training on the plan.

* Any additional measures not included here or in the Industry Guidance should be listed on separate pages and attached to this document.

You may contact the following person with any questions or comments about this protocol:

Name:

Phone number:

Attach a check marked copy of the [COVID-19 INDUSTRY GUIDANCE: Hotels, Lodging, and Short Term Rentals](#).