



Revised: 3/27/20

CITY OF NEWPORT COVID-19 City Emergency Action-to-Date

Late February/Early March - Fire Chief Rob Murphy begins monitoring the progress of COVID-19 and potential impacts on Oregon and Newport. Preliminary staff discussions occur on potential impacts for Newport.

February 28 - The first case of COVID-19 is reported in Oregon in Washington County.

March 3 - New protocols are initiated for wearing Personal Protective Equipment (PPE) for emergency responders.

March 5 - Rob Murphy and I discuss COVID-19 on the city's radio show. The general message is for people to take precautions as you would during colds and flu season.

March 8 - Governor Brown declares a State of Emergency in order to free up financial resources to address potential impacts of the coronavirus for the state.

March 10 - Held a meeting with Department Heads and Mayor Sawyer to discuss the rapidly changing conditions relating to COVID-19 prior to leaving for Michigan on March 11 to attend to a family emergency. The impact of COVID-19 is still a significant question with limited actions being taken by State and Federal Government, other than asking people to be vigilant in practicing common cold and flu prevention activities. Peggy Hawker is named as Acting City Manager during my absence.

March 12 - Acting Manager Hawker closes the 60+ Center, eliminates Library outreach programs and cancels general meetings.

March 12 - Governor Brown indicates that schools will be closed across the State of Oregon effective March 16 through March 31. This gets extended to April 28 by a later executive order.

March 13 - Mayor Sawyer, Acting City Manager Hawker, staff, and I participate in a conference call done by the League of Oregon Cities to begin a statewide dialog among Cities on responding to this crisis. (In addition, Mayor Sawyer participates in a weekly conference call with other Mayors with Governor Brown to share local information and concerns each Sunday). A local briefing is also being provided by Lincoln County Emergency Services for local elected and appointed officials, as well. These are very beneficial in sharing information on the impacts and responses for COVID-19 across the county and state.

March 13 - An emergency staff meeting is called by Acting Manager Hawker. Mayor Sawyer and I participate by phone. It is decided that we will close the Library, Recreation Center, and Aquatic Center, effective Saturday, March 14, 2020. We decide to initiate a local emergency in the City of Newport which is executed by Hawker with the Council considering the declaration at the March 16 Council Meeting. Discussion is initiated on the protection of staff providing essential services, particularly Police, Fire, Water, and Wastewater.

March 13 - President Trump declares a National Emergency related to COVID-19.

March 14 - The first death reported from COVID-19 in Oregon.

March 16 - I participate by phone in a staff meeting. Guidelines are reviewed and approved regarding leave time for employees related to this virus. This include those employees who wish to take leave time due to concerns for the virus. Discussion is held regarding closing City Hall to the public. I request that each department begin developing procedures' as to how they will continue serving the public as part of this closure. A decision is to close the fire hall, water plant, and wastewater plant to the public. Furthermore, steps are made to isolate those staff who are part of these critical operations from other staff to minimize possible infection by COVID-19.

March 16 - Governor Brown closes restaurants and bars, allowing take-out services only.

March 16 - The City Council approves the Emergency Declaration initiated by Acting City Manager Peggy Hawker, cancels the April 6 Council meeting, and the Planning Commission cancels the March 23 Planning Commission Meeting.

March 17 - Water shut-offs are suspended during March and April.

March 19 - On my return, a meeting is set up to discuss the possible closure of City Hall. Effective March 20, City Hall is closed to the public, except by appointment only. The only general exception is that we have provided an opportunity for cash payments on Tuesday and Thursday from 3-5 P.M. There is a significant part of the community that only uses cash to pay these bills. We will issue PPE to staff collecting these funds and will staff the main entrance to allow only one customer at a time into the building. A link is below outlining the details of the closing access to the public.

https://www.newportoregon.gov/dept/adm/media/Press_Release_-_City_of_Newport_City_Hall_-_Limited_Access_to_the_Public_Beginning_March_20_2020.pdf

March 20 - The closures of the Library, Recreation Center, Aquatic's Center, and 60+ Center are extended to coincide with the Governor's school closure schedule. All advisory committee meetings are cancelled through the end of April. It is likely that as this schedule is modified, we will follow that schedule for these facilities.

March 21 - Warrenton, Oregon declared a state of emergency, banned camping, and ordered campgrounds to close. The city also prohibited short term rentals and home stay lodging, and told hotels to close after an influx of weekend visitors, who were told to leave within 24 hours. Astoria, and Tillamook County consider similar actions on Sunday.

March 22 - Oregon reports 137 cases and 4 deaths relating to COVID-19. There have been no confirmed reports of COVID-19 in Lincoln County as of this date.

March 23 - The City of Newport, along with Lincoln City, Depoe Bay, Siletz, Toledo, Waldport, Yachats, and Lincoln County collectively approve emergency orders restricting local overnight stays throughout Lincoln County. The City Council concurs with Lincoln County Order No. 3-23-85 which eliminates short-term stays and vacation rentals, home shares, and bed and breakfasts, and only essential short-term stays in hotels, motels, RV parks and private campgrounds are allowed. I want to thank a very competent staff, outstanding citizens, and our local business community for the outstanding cooperation, understanding, and compassion over the past three weeks.

March 23 - Governor Brown signs Executive Order No. 20-12 which closes many retail and service businesses when social distancing is not possible.

March 24 - The City of Newport Emergency Order No. 2020-01 is approved implementing the provisions of Lincoln County Order No. 3-23-85 in the City of Newport. Letters, notices,

and logs are provided to the effected owners/managers of vacation facilities in the community.

March 24 - Various reports and updates are done for City employees, citizens and utility customers of impacts of COVID-19 on services.

March 25 - To clean up various actions taken regarding COVID-19 by the City of Newport, previous actions are memorialized by emergency orders 2020-00A through 2020-00C.

March 26 - City of Newport Order 2020-02 is issued limiting purchases of essential items for the balance of this fiscal year.

March 26 - Order 2020-03 is a Policy on Employee Emergency Leave is issued relating to COVID-19 in conjunction with the U.S. Families Coronavirus Response Act and the U.S. Emergency Paid Sick Leave Act.

March 26 - Approved City of Newport Emergency Order 2020-04 the COVID-19 Temporary Telecommuting Policy for Non-Exempt Employees.

March 26 - Approved City of Newport Emergency Order 2020-05 regarding Social Distancing Requirements for City Employees to deal with COVID-19.

March 26 - In Oregon, there 316 positive cases and 11 deaths due to COVID-19.

March 27 - City Council meets telephonically to review actions taken-to-date regarding the COVID-19 pandemic.