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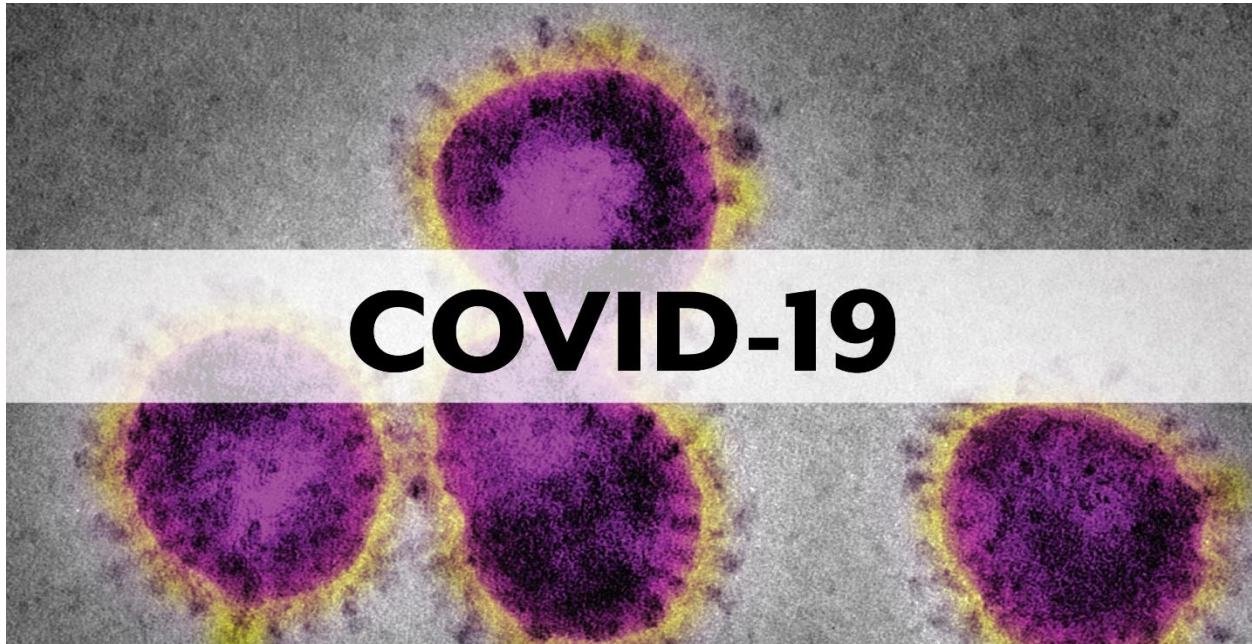
March 14, 2020

RE: ASSOCIATIONS AND COVID-19 VIRUS

Dear Board of Directors and Management:

With an estimated 20 million Florida residents living in relatively close quarters in Condominiums, Cooperatives, and Subdivisions, many of which with shared common areas, it's quite understandable there is a rising concern and heightened anxiety about contracting the coronavirus (herein "COVID-19 virus").

As many of you may know from news coverage, the World Health Organization (WHO) has recently identified the COVID-19 virus as a global pandemic. On March 13, 2020, the Trump administration declared a National State of Emergency freeing up federal funds and removing a number of legal barriers that limit the activities and practices of hospitals, doctors, and other healthcare providers, including home health professionals.



On the state level, Governor Ron Desantis recently issued **Executive Order Number 20-52**, declaring a state of emergency in the State of Florida. In addition to providing helpful guidance on COVID-19, this declaration also activates certain Association Emergency Powers pursuant to Sections 718.1265 (Condominiums), 719.128 (Cooperatives), and 720.316 (Subdivisions), Florida Statutes. While these statutory sections were enacted with hurricanes and other natural disasters in mind, the Division of Condominiums, Timeshares, and Mobile Homes has concluded that the Governor's state of emergency declaration permits Associations to utilize these Association Emergency Powers when reasonably necessary to protect the health, safety, and welfare of the Association, its Members, and the family members, tenants, guests, agents or invitees of its Members.

Amongst the Association Emergency Powers available the Board of Directors triggered by the Governor's state of emergency declaration are the power to:

- 1) conduct board, committee, and membership meetings with notice given as practicable;
- 2) cancel and reschedule Association Member, Board, and Committee meetings;
- 3) implement disaster plans before, during, or immediately following the event for which the state of emergency is declared.

Many Associations are considering a number of administrative precautions, such as: a) holding telephonic/televised meetings in lieu of in-person meetings, b) adopting electronic voting procedures in an effort to avoid exposure to the COVID-19 virus, c) implementing enhanced cleaning and sanitizing of all common areas, with specific attention on any hard, touchable surfaces in lobbies, elevators, gym, pool, clubhouse and restrooms, d) installing hand sanitizer stations, and e) adopting safety protocols for paper ballot counting (e.g., providing rubber gloves and imposing distancing requirements).

In addition, a number of Associations are considering the adoption of policies that: a) temporarily cancel Association sponsored/organized events (e.g., card games, social hours, and yoga); b) prohibit private social gathers in common areas such as the clubhouse (e.g., birthday or going away parties), and c) impose additional regulations on the use of other common area facilities (e.g., shortened hours, limiting the number of users and limiting/prohibiting high-risk activities).

Each Association's Board of Directors should work with its legal counsel to determine which of these and other administrative precautions and policies will adequately address the unique needs of their community and which will best protect the health, safety, and welfare of the Association, its Members, and the family members, tenants, guests, agents or invitees of its Members. It is also vital that each Association and its Members stay apprised of updates issued by the Centers for Disease Control and Prevention and the Florida Department of Health. The websites and contact numbers for these important Federal and State governmental agencies are:

**CENTERS FOR DISEASE CONTROL AND PREVENTION**

<https://www.cdc.gov/coronavirus/2019-nCoV/index.html>

(800) 232-4636

**FLORIDA DEPARTMENT OF HEALTH**

<http://www.floridahealth.gov/diseases-and-conditions/COVID-19/>

(866) 779-6121

The following easy to read graphical guides prepared by the Center for Disease Control and Florida Department of Health, which provide helpful information on the prevention and spread of COVID-19, protocols for gatherings, guidance on social distancing, and symptom identification. Additional information and guides can also be found on their websites. These guides are appropriate for posting on any Association bulletin board, the Association's website, in any high traffic common area, or any common area in which transmission of COVID-19 is likely to be elevated, such as restrooms, gyms, changing rooms, and/or elevators.

# Prevent COVID-19 —it's in your hands!

FloridaHealth.gov



Wash your hands often with soap and water. If you don't have soap and water, use a hand sanitizer that is at least 60% alcohol based.



Clean and disinfect frequently touched surfaces.



Stay home when you're sick, and keep your children home when they're sick.

Cover your mouth and nose with a tissue when you cough or sneeze. If you don't have a tissue, cough or sneeze into your upper sleeve or elbow, not your hands.



Try not to touch your face with unwashed hands.



Don't touch or shake hands with people who are sick.



Florida Health Office of Communications, 03/05/20







# COVID-19

## General Prevention

Florida Department of Health • FloridaHealth.gov • [tinyurl.com/FLcdcprevention](https://tinyurl.com/FLcdcprevention)

Protect yourself from all infectious diseases by using these precautions.



Stay home when you are sick



Avoid contact with people who are sick



Get adequate sleep and eat well-balanced meals



Wash hands often with soap and water – 20 seconds or longer



Dry hands with a clean towel or air dry your hands



Avoid touching your eyes, nose, or mouth with unwashed hands or after touching surfaces



Cover your mouth with a tissue or sleeve when coughing or sneezing



Clean and disinfect “high touch” surfaces often



Call before visiting your doctor

Clean all “high-touch” surfaces every day.

High touch surfaces include counters, tabletops, doorknobs, bathroom fixtures, toilets, phones, keyboards, tables, and bedside tables. Also, clean any surfaces that may have blood, stool, or body fluids on them. Use a household cleaning spray or wipe according to the label instructions. Labels contain instructions for safe and effective use of the cleaning product including precautions you should take when applying the product, such as wearing gloves and making sure you have good ventilation during use of the product.



# COVID-19

## Protect Yourself in Gatherings & Crowds

Florida Department of Health • FloridaHealth.gov

Public health authorities suggest the cancellation of gatherings greater than 250 people and smaller gatherings that may bring people from multiple areas in the U.S. Gatherings and crowds also exist in other places—like work or stores—so know what to do.

### Know How to Protect Yourself in a Crowd

#### Keep Your Hands Clean



Wash your hands often with soap and water for at least 20 seconds. Throw used paper towels in the trash.

- Wash after going to the bathroom, before eating, and after blowing your nose, coughing or sneezing.
- Wash after you touch someone.

If you don't have soap and water, use a 60% or more alcohol-based hand sanitizer.

Cough and sneeze into your bent elbow or a tissue. Throw used tissues in the trash.

#### Keep at Least 6 Feet Between You and Other People



6 FEET



#### Limit interactions:

- Avoid shopping at peak hours and take advantage of delivery or pick-up services.
- Avoid public transit.
- Avoid areas with active outbreaks.
- Ask your employer if you can telecommute.
- Don't shake hands as a social greeting.

Limit interactions if you are 65 or older and have underlying or chronic health conditions: compromised immunity, diabetes or heart or lung disease.

### Know When to Protect the Crowd

#### Avoid Leaving Home If You:



- Have been in contact with someone who has or may have COVID-19.
- Have traveled internationally to places under level 3 advisories or visited an area with widespread COVID-19 transmission within the last 14 days.
- Have been exposed to someone with respiratory illness within the last 14 days.
- Currently have fever, cough or a sore throat.



# Social Distancing for Infectious Disease

Florida Department of Health • FloridaHealth.gov

Social distancing measures are taken to restrict when and where people can gather to stop or slow the spread of infectious diseases. Social distancing measures include limiting large groups of people coming together, closing buildings and canceling events.

## Protect yourself and your community.

Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom, before eating, and after blowing your nose, coughing or sneezing. If you don't have soap and water, use an alcohol-based hand sanitizer with at least 60% alcohol. Avoid close contact with people who are sick, and stay home when you're sick.



## Change your daily habits.

Avoid shopping at peak hours and take advantage of delivery or pick-up services with retailers.



## Work with your employer.

Cooperate with leadership to change company practices, set up flexible shift plans, have employees telecommute, and cancel any large meetings or conferences.



## Look for communications from universities and colleges:

Regarding suspending classes, going to web-based learning and canceling all large campus meetings and gatherings.



## Keep at least six feet between you and other people.

Avoid shaking hands as a social greeting.



## Avoid public transit if possible.

Don't travel to areas with active outbreaks.



## Avoid crowded places.

Sporting events, community festivals, and concerts



## Learn more:

[tinyurl.com/CDCgatherings](https://tinyurl.com/CDCgatherings)

[tinyurl.com/FLcdcprevention](https://tinyurl.com/FLcdcprevention)





# SYMPTOMS OF CORONAVIRUS DISEASE 2019

Patients with COVID-19 have experienced mild to severe respiratory illness.

Symptoms\* can include

**FEVER**



**COUGH**



\*Symptoms may appear 2-14 days after exposure.

If you have been in China or other countries with travel advisories by the CDC or in close contact with someone with confirmed COVID-19 in the past 2 weeks and develop symptoms, call your doctor.

[CDC.gov/travel](https://www.cdc.gov/travel)

**SHORTNESS OF BREATH**



For more information: [FloridaHealth.gov/COVID-19](https://www.FloridaHealth.gov/COVID-19)