

**ADMINISTRATIVE ORDER**  
**March 18, 2020**  
**By the Mayor of the City of Rogue River**

**Declaring a State of Emergency due to COVID-19**

The Mayor of the City of Rogue River finds that:

- A. On March 8, 2020, Governor Kate Brown declared a State of Emergency due to the COVID-19 (Executive Order No. 20-03). Governor Brown also issued guidelines regarding group gatherings and social distancing to alleviate possible impacts of COVID-19 (Executive Order No. 20-05). On March 13, 2020, President Donald Trump declared a National Emergency concerning COVID-19.
- B. COVID-19 requires a significant amount of resources at the local level to keep the public and community informed and as safe as possible.
- C. The unknown duration of the COVID-19 may have a significant financial impact on the community.
- D. The primary focus at the City is to keep the community safe while maintaining the health of our workforce so that the City can continue to provide crucial city services, and to alleviate impacts to residents and business owners within the City of Rogue River.

**NOW, THEREFORE, BE IT DECLARED** that based on the above findings, the Mayor of the City Council of Rogue River, Oregon, hereby declares an emergency.

Section 1. This Declaration of Emergency is effective immediately and shall remain in effect until April 30, 2020 but may be extended in two-week increments.

Section 2. To protect the health and safety of City employees, with input from Human Resource, legal and other city department heads, I have and will direct the City Administrator to develop emergency policies and guidance on the use of sick leave, vacation leave, telecommuting, meeting protocol, identification of essential and non-essential staff for ongoing presence at City facilities, and other policies that will be in effect for the duration of the emergency.

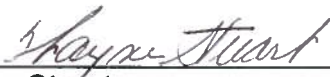
Section 3. To protect the health and safety of City employees, with input from Human Resources, legal and other city department heads, I give the City Administrator discretion to determine whether closing certain city facilities and cancelling public meetings may be necessary.

Section 4. To alleviate hardship on merchants and restaurants in the City of Rogue River I will direct the City Administrator to set temporary policies to assist merchants and restaurants during the affected time.

Section 5. The City will take all necessary steps authorized by law to coordinate the response and recovery of this emergency, including but not limited to, requesting assistance from the State of Oregon and Jackson County.

Section 6. To protect the health and safety of City employees, elected officials and the public, and reduce the number of public meetings, the City Council shall consider the ratification of the Declaration of a State of Emergency at its next Council meeting on March 26, 2020 rather than via a separate emergency meeting.

Dated this 19<sup>th</sup> day of March, 2020



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Wayne Stuart  
Mayor, City of Rogue River

Ratified by City Council action on March 26, 2020



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Carol J. Weir, MMC  
City Recorder

