

Dunes City Council ~ Work Session Meeting Minutes
Approved



July 3, 2024 ~ 6:00 p.m.

The meeting will adjourn not later than 9:00 pm. If agenda items are not completed, the meeting will continue the next Wednesday at 6:00 pm.

1. Call to Order

Mayor Ed McGuire called the Wednesday, July 3rd meeting to order at 6:02 pm

2. Oath of Office for City Administrator

Lila Timmons was sworn in by Mayor Ed McGuire.

3. Roll Call

Present: Mayor Ed McGuire, Council President Susan Snow, Councilor Joe Giammona, Councilor Tom Mallen, Councilor Chris Clemons and Councilor Richard Olson

Absent and excused: Councilor Melissa Stinson

4. Pledge of Allegiance

5. Consideration of the Agenda

Council President Susan Snow made a motion to approve the agenda.
Councilor Tom Mallen seconded the motion.
The motion passed unanimously.

6. Announcements / Correspondence

Lila Timmons presented to Council the STR signage that is created by Permit Technician for each STR to post in the home.
Lane County Emergency Alert is coming on July 11th at 2 pm.

7. New Business

1. City Administrator Contract

Mayor Ed McGuire stated that he had reached out to Lane Council of Governments for a contract template. He further stated that the City Administrator position is eligible to be a salary position. Due to the minimum for salaried positions plus an expected increase, the contract covers what the state mandates. Mayor Ed McGuire also stated that another change was made in regards to vacation. Mayor Ed McGuire asked if the Councilors had any questions or comments. There were none.

Councilor Joe Giammona made a motion to approve the City Administrator Contract as provided.

Councilor Tom Mallen seconded the motion.

The motion passed unanimously.

2. Dunes City/Westlake Sign

Mayor Ed McGuire showed the Council a sample of a sign design proposed by Jamie. He further suggested to have another design to post in three locations at Pacific Ave., Canary, and Clear Lake.

Councilor Chris Clemons suggested that we open that up for public participation. Mayor Ed McGuire agreed.

Councilor Rich Olson made a motion to have a design competition for a new City sign to be due in 45 days and to be discussed at the September 4, 2024 Work Session.

Council President Susan Snow seconded the motion.

The motion passed unanimously.

8. Old Business

1. Dunes City Road Repairs

Mayor Ed McGuire stated that the City had tried to reach out to several contractors but only received one bid. He further stated that there have been several complaints for pothole repair that would need to be added to the bid.

Citizen Richard Palmer stated that there are many things that should be addressed before slurry seal.

Mayor Ed McGuire stated that we will get a new plan for road repairs to come back to Council.

Councilor Joe Giammona discussed Dier Rd and concerns expressed by citizens.

2. City Vehicles

Mayor Ed McGuire stated that the City would like the Council to determine the sales price for the Police Car and the Bucket Truck. He further stated that once a value has been established, the City would go about selling the vehicles by bid.

Councilor Tom Mallen suggested a minimum of \$500 on the Police Car.

Councilor Rich Olson suggested a minimum of \$1000 on the Truck.

Councilor Tom Mallen made a motion to set the minimum for the Police Car at \$500 and the minimum on the Truck at \$1000.

Councilor Chris Clemons seconded the motion.

The motion passed unanimously.

3. Short-Term Rental Code

A. Fees/Revenues

Mayor Ed McGuire stated that determining the Fee Schedule was the next step.

Councilor Joe Giammona went over his proposed Fee Schedule. The Councilors had a lot of discussion.

Council President Susan Snow mentioned her Fee Schedule that was given to the Councilors previously.

The Councilors talked about accepting all those that apply for a STR license and then eventually bringing the number down to 40.

Mayor Ed McGuire recognized Citizen Todd Swift commented that the Fee

Schedules presented seemed reasonable but warned the City about getting into lane of Police, etc. He then questioned whether the Code Enforcement would be required to have any certifications. He gave an example of Yachats getting in trouble employing private security. Mayor Ed McGuire stated the Code Enforcement Officer would only look for City Code violations. A suggested shift for

the Code Enforcement Officer is from 12 pm – 8pm.

Pam Palmer mentioned that the most common complaint for STR's is about parking.

Mayor Ed McGuire asked if there were any other comments.

One citizen asked about the 5% monthly fee and making sure the staff has the resources to collect.

B. Code Enforcement

C. Develop a time line for actions to be completed

9. For the Good of the Order

Mayor Ed McGuire had two things: 1) A Resolution regarding the 2nd Amendment was found and it is still in effect and 2) our Deputy has been replaced by Victor Alexander.

Council President Susan Snow talked about the Grants Pass verdict regarding Homelessness and suggested Dunes City begin thinking about a resolution.

Mayor Ed McGuire stated that Hyak has accepted the Council's counter. It will be on the next agenda for the Councilors to approve.

10. Adjournment

Mayor Ed McGuire adjourned the meeting at 8:13 pm.

APPROVED BY THE DUNES CITY COUNCIL ON THE 17TH OF JULY, 2024.

[Signature On File]

Ed McGuire, Mayor

ATTEST:

[Signature On File]

Lila Timmons, Acting City Administrator