

## **BAY CITY COUNCIL MEETING**

November 8, 2022

6:00 P.M.

Members Present: Mayor McCall, Councilor Kathy Baker, Councilor Tom Imhoff, Councilor Melissa Rondeau, Councilor Tim Josi, Councilor Helen Wright

Staff Present: City Manager Liane Welch, Public Works Director Roy Markee, City Recorder/Finance Director Lindsey Gann

Others present: Bob Miles, Joy Simmons, Ken Simmons Jr., Pat Vining, Cathy Manis, Dean Evans, Ralph McRae, David Olson

- A. Call to Order, Pledge of Allegiance, Roll Call
- B. Public Hearing – Ordinance 700, An Ordinance Regulating Short-Term Rental Units to Provide for Short-Term Rental License Requirements; and Providing for Repeal of Bay City Ordinance 685.

Public hearing opened at 6:03pm

City Manager Welch presented an overview of the updates to the Short-Term Rental Ordinance. Difference between business STR and single household STR, updates to requirements and safety, STR distance / spacing, and a limit of 5% of total number of houses in Bay City.

Manager Welch suggested a change to page 9 section 10.2 from renters to owner to be cited.

Mark Harguth - asked if the city has an enforcement officer. Manager Welch explained that we currently do not have an enforcement officer, however the Public Works Director and City Manager continue to handle enforcement issues.

Dean Evans - asked about the picture requirement, does this mean all outlets in the house need to be photographed? Mr. Evans suggested to have a requirement for fire extinguishers on each level of the home, currently ordinance states to have one in the home.

Councilor Baker recommended a requirement to sign off on an affidavit to confirm the outlets / covers on outlets are up to date.

City Manager Welch will review and make edits as suggested and will present the changes/updates at the second hearing.

Harguth – Asked about the to-go bags and the practicality, how do they make sure all items are included in the bag? It's another step / requirement for owners to inspect after each rental. Suggestion to have it in a sealed bag, zip tie, etc.

Harguth – Concerned with the ability for the city to hire a 3<sup>rd</sup> party inspector at owners' expense, worried about the possibility of abuse.

David Olson – Asked why there is a change needed to the ordinance.

Mayor McCall explained that the original ordinance was implemented as a renter friendly basis and not to require inspections, minimal charges, and helping rental companies as much as possible. Have had difficulty with compliance and companies have not filed their registrations or affidavits or paid fees.

Manager Welch added that STR have become a problem in other communities and the city is being preemptive to stop the issues before they happen.

Pat Vining stated that the number of STR's have increased, and parking has become an issue.

Cathy Manis stated she is worried about the lack of police presence, parking issues, and noise ordinance violations.

Mayor McCall stated that the owner's info will be required to be posted on the home with and inform the neighbors.

Public comments closed at 6:26pm

Councilor Baker stated she feels the updates will be a benefit for the city and will allow interaction between the city and homeowners and it will help to protect their investment. It will increase the revenue for the city and the STR tax helps to maintain the city and improve infrastructure. By restricting the amount of STR it will help benefit the community by allowing for LTR.

Councilor Wright questioned the distance / spacing restriction. Who is going to enforce it? Doesn't feel the restriction is needed.

Councilor Baker expressed that if it is not in the ordinance then there is nothing to enforce, need to have it included to be able to enforce it in the future if it's needed.

Councilor Imhoff emailed suggestions for edits to planner Mattison and City Manager Welch. (See attached)

Mayor McCall recapped the suggested changes/revisions

- Fire Extinguishers should be 1 per floor
- 7D – Add or any items not covered in 7A-7C
- Parking spaces minimum 1 per sleeping unit, includes boats and trailers, etc
- Define spacing, is it block face or 200 ft.
- Fines / enforcement
- Photos versus affidavit

Motion by Councilor Baker for the 1<sup>st</sup> reading of Ordinance 700 by title only, seconded by Councilor Imhoff.

**Motion passes 5-0**

Seconded hearing will be December 13<sup>th</sup>, 2022

First reading of Ordinance 700 by title only, completed by City Recorder Gann

**C. Visitor Propositions (Public Comment on Non-Agenda Items)**

- D. Presentation – Renaming the Fire Department Training Hall after Kenneth Simmons, Fire Chief for 40 years.**  
Mayor McCall presented a plaque and bell to the Simmons family in recognition of 40 years of service to the Bay City Fire Department by Kenneth Simmons.
- E. Committee, Department, and Staff Reports – All reports were presented at Council Workshop (see attached) Manager Welch did not present the reports again, they are available online.**
- a. City Manager,
  - b. Finance Director/City Recorder
  - c. Fire Department
  - d. Fire Committee Report
  - e. Public Works
  - f. Emergency Preparedness,
    - i. Next meeting Monday November 21, 2022, 5:30 pm at Ad Montgomery Community Hall
  - g. Planning Department,
    - i. Next Planning Commission November 16, 2022, 6:00 pm at Ad Montgomery Community Hall
- F. Minutes**
- a. Council Workshop – October 10, 2022
  - b. Regular Council Meeting – October 11, 2022  
Motion by Councilor Baker to approve the minutes as amended by City Recorder Gann, seconded by Councilor Wright.

**Motion passes 5-0**

- G. Treasurers Report**
- H. Bills against the City**  
Motion by Councilor Josi to approve the bills against the city for payment, seconded by Councilor Baker.

**Motion passes 5-0**

- I. Unfinished Business**
- a. Discussion of proposed Fees for city services  
City Manager Welch stated changes were made to fee chart as suggested at Council Workshop. Looking for direction to move forward with the fee changes. Directed by Council for Manager Welch to move forward with the fee updates.
- J. New Business**
- a. Discussion on General Fund Beginning Balance Fund  
Manager Welch explained error to budget and remedy to correct the error by increased revenue and reduction in expenses. Informational only, not action needed.

- b. Resolution 2022-27 – A Resolution Providing for Budget Appropriation changes for Fiscal Year 2022-2023 and Repealing Resolution 2022-23.

Finance Director Gann explained error on previous resolution did not reduce revenue in general fund to be able to disperse in other funds. Councilor Baker motioned to approve resolution 2022-27, seconded by Councilor Wright.

**Motion passes 5-0**

- c. Resolution 2022-28. A Resolution acknowledging an Interfund Loan from the Street Reserve Fund to the General Fund – Fire Department and Establishing Terms of Repayment, Adopting a Supplemental Budget and Making Appropriations for the Fiscal Year 2022-2023

Manager Welch explained resolution is for an interfund loan between the fire department and the street reserve fund for the purchase of a new fire truck.

Motion by Councilor Imhoff to approve resolution 2022-28, seconded by Councilor Josi.

**Motion passes 5-0**

- d. 2022 Fire Service capacity Program Grant by Oregon State Fire Marshal discussion

Manager Welch presented the grant, looking for direction from council to proceed with applying for the grant. Grant would allow for one of the following options for a 3-year term - 2 full time firefighting positions, or a permanent fire prevention position, or take a part time position and turn it into a full-time position.

Motion by Councilor baker to support Manager Welch to apply for the grant, seconded by Councilor Wright.

**Motion passes 5-0**

- e. Proclamation 2022-002 – Veterans Day November 2022

Motion by Councilor Baker to pass the proclamation, seconded Councilor Imhoff  
Mayor McCall gave a reading of proclamation 2022-002 for Veterans Day.

**Motion passes 5-0**

- f. **Item added to the agenda** –Appointment of interim fire chief

City Manager Welch recommends the appointment of an interim Fire Chief for part time during investigation. Recommends the appointment of Dale Kamrath as interim Fire Chief and Alan Christensen as interim operations chief.

Motion by Councilor Josi to appoint Dale Kamrath as interim part time administrative fire chief, seconded by Councilor Baker.

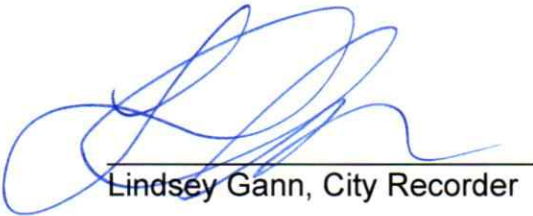
**Motion passes 5-0**

Motion by Councilor Josi to appoint Alan Christensen as interim operations chief with a 10% increase in pay, seconded by Councilor Imhoff

**Motion passes 5-0**


- K.** Mayor's Presentation - Mayor McCall distributed the destination management publication.
- L.** Council Presentation
- M.** Attorney Presentation

Motion to adjourn at 7:54pm by Councilor Wright, seconded by Councilor Baker.



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Lindsey Gann, City Recorder



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David McCall, Mayor