



**CITY COUNCIL MEETING MINUTES ~ APPROVED  
MARCH 6, 2024 AT 6:00 PM**

City Hall ~ 82877 Spruce St., Westlake, OR

These proceedings of the Dunes City Council were recorded and are on file at Dunes City Hall. Upon approval by the City Council, these minutes will be available online at [www.DunesCity.com](http://www.DunesCity.com)

**1. CALL TO ORDER**

Mayor Ed McGuire called the Wednesday, March 6, 2024 meeting of the Dunes City Council to order at 6:02 pm.

**2. ROLL CALL**

Roll Call was taken by City Administrator/Recorder Jamie Mills.

**Present:** Mayor Ed McGuire, Council President Susan Snow, Councilor Joe Giammona, Councilor Melissa Stinson, Councilor Chris Clemons and Councilor Richard Olson.

**Absent But Excused:** Councilor Tom Mallen

**Also Present:** City Administrator/Recorder Jamie Mills, Planning Secretary Lila Timmons, and various Dunes City residents.

**3. PLEDGE OF ALLEGIANCE**

All who were present stood for the Pledge of Allegiance.

**4. CONSIDERATION OF THE AGENDA**

Mayor Ed McGuire asked if there were any changes or corrections that needed to be discussed. There were none.

Councilor Melissa Stinson made a motion to approve the Agenda. Councilor Chris Clemons seconded the motion. The motion to approve the agenda passed by unanimous vote.

## 5. ANNOUNCEMENTS/CORRESPONDENCE

City Administrator Jamie Mills stated that the budget meeting will be held on March 13, 2024 at 6 p.m. at Dunes City Hall.

Mayor Ed McGuire asked if there were open positions on the budget committee. City Administrator Jamie Mills stated that there was one opening for a Dunes City citizen. Councilor Melissa Stinson made a motion to approve the budget meeting for March 13, 2024 at 6 pm. Council President Susan Snow seconded the motion. The motion passed unanimously.

## 6. OLD BUSINESS

### A. Continued review and discussion of the Short-Term Rental Ordinance

Mayor Ed McGuire stated that the discussion is starting on page 7, "ACTIONS REQUIRED BY PROPERTY OWNER". Mayor Ed McGuire asked if there were any comments. There were none.

On page 8, Councilor Melissa Stinson stated that in number 7 she proposed that the second sentence should read, "Please protect lake water quality and surrounding land as if it is your own drinking water supply because it is." Councilors agreed.

Councilor Richard Olson asked to back to number 6 and strike out the quiet hour times. Mayor Ed McGuire agreed that it should now read, "Required Dunes City quiet hours pursuant to the Dunes City Code Chapter 91."

Mayor Ed McGuire asked if there were any comments in regards to the Advertising Section. A Dunes City resident stated that they felt the section should remain the same with no signs allowed on the outside of the property. Councilor Chris Clemons countered with examples of other short-term signs that would be allowed and felt this was out of their control. Mayor Ed McGuire asked for audience input. A property manager from Lincoln County stated that the signs for vacation rentals are helpful because if there is a problem, someone would know who to call with the phone number on the sign. Mayor Ed McGuire gave an example of a community in Alabama that uses a standard sign for all vacation rentals. Mayor Ed McGuire stated that this section should follow existing code in Ordinance 259.

Councilor Susan Snow recommended that the TRANSFERABILITY section ends after the second sentence. Mayor Ed McGuire agreed.

Mayor Ed McGuire asked if there were any other comments on page 8.

Councilor Joe Giammona suggested that the Insurance section should be eliminated. A home used as a short-term rental will need homeowner's insurance and renter's insurance. Also, VRBO and other companies also have insurance. Mayor Ed McGuire agreed that this section could be eliminated.

Councilor Joe Giammona suggested that the Response to Complaints section should read,

“The owner and/or representative must respond to neighborhood complaints in no more than 60 minutes and in compliance with this Section 123.014.” One citizen felt this was too much for the property managers. Councilor Joe Giammona stated that with 60 minutes, a property manager should be able to respond to a complaint and did not necessarily mean it would be resolved within the 60 minutes.

After much discussion, the Complaints section is now to read, “The owner and/or representative must maintain a record of complaints and mitigating actions taken in response to each complaint. Such record must then be made available for inspection by the City within Forty-Eight (48) hours after request from City.” Concerns were shared about the trustworthiness of these records. Citizens were encouraged to make written complaints through the Sheriff’s Department and City Hall.

Councilor Joe Giammona suggested that the first sentence under City Authority should now read, “Certain types of complaints are subject to the City’s regulatory authority under those sections of the Code without limitation.” Councilor Joe Giammona suggested that the third sentence should read, “Initial complaints related to noise disturbances, occupancy or parking must first be made by the complainant(s) directly to the owner or representative.” Councilor Joe Giammona further stated that the third sentence was redundant and should be eliminated. Councilor Joe Giammona suggested that the next sentence read, “If there is a failure to respond by the owner or representative, a complaint should be submitted on a form provided by the City and City will respond and/or investigate.”

Mayor Ed McGuire suggested that the rest of the paragraph be eliminated. The council agreed.

Mayor Ed McGuire further suggested that the Section, Grounds for Warning, be eliminated in its entirety. The council agreed.

Mayor Ed McGuire stated the time and asked the council if they would like to continue the short-term rental discussion at the next council meeting or if they would like to do another work session on April 3, 2024. The councilors agreed on a work session on April 3, 2024.

## **7. NEW BUSINESS**

A. Begin review of Comprehensive Plan for referral to the Planning Commission. The councilors decided to table this topic for the next meeting.

## **8. FOR THE GOOD OF THE ORDER**

Mayor Ed McGuire stated that the Recreational Immunity Passed on 3/5/2024 and would sunset in 2026.

Mayor Ed McGuire asked the council if they would be willing to move the April meeting to April 16<sup>th</sup> instead of April 17<sup>th</sup>. The council agreed.

Councilor Richard Olson stated that he felt that the he and the dam operator are seeing some improvement and are learning how to get a better handle on the situation.

**9. ADJOURNMENT**

Council President Susan Snow made a motion to adjourn. Councilor Chris Clemons seconded the motion. The motion passed by unanimous vote.

Mayor Ed McGuire adjourned the meeting at 8:22 pm.

**APPROVED BY THE DUNES CITY COUNCIL ON THE 20<sup>TH</sup> DAY OF MARCH 2024**

\_[Signature On File At City Hall]\_\_\_\_\_  
Ed McGuire, Mayor

ATTEST:

\_[Signature On File At City Hall]\_\_\_\_\_  
Jamie Mills, City Administrator/Recorder