

MINUTES DRAFT

COUNCIL MEETING MARCH 19, 2025



Date: March 19, 2025

Time: 6:00 pm

Meeting called to order by: Mayor Anderson at 6:04 p.m.

IN ATTENDANCE

Mayor Anderson, Councilor Wright, Councilor Estes, Councilor Koerner, Councilor Lindemyer

Absent: Councilor Campbell, Councilor Cannon

Staff – City Manager Rogers, City Attorney Westmeyer, Special Projects Coordinator, Coleman

Public – Al Shorstad, Jane Elkin, Brian Barrett, Elizabeth Payne, John Worsley

AGENDA ADDITIONS: None

APPROVAL OF Feb 19, 2024, MINUTES: Mayor Anderson noted that #5 should be: Second track will be 9000 ft. to the west at a total 3 miles. UPRR can use the Rock Creek bridge, but the Mosier Creek RR bridge will need to be rebuilt. Andrea and Witt asked Aaron Hunt to come to a public meeting and answer questions.

MOTION: Councilor Lindemyer motioned to approve the minutes as corrected, Councilor Wright seconded. All in favor

OPEN MEETING

1) Public Comment –

- Al Shorstad asked how the Transient Lodging Tax funds would be used. Andrea Rogers responded that a portion of the funds are required to be used for tourism such as public parks maintenance, signage, public outreach, etc., all of which are in the budget under the City's general fund. The remainder of the funds are to be used as budgeted and approved by Council.
- Jane Elkin noted that she was here to listen with interest in the skate park and community business
- Brian Barrett announced that he had organized a protest to support local federal workers who have lost their jobs recently. The protest would be held 3/20/25 from 4-6 pm. Afterward there will be a firepit at his home. He invited Council to join them.
- Mayor Anderson noted there will be a Mosier Center Joint Use Facility meeting during that time and Brian responded with an invitation for folks to join after the meeting.
- Brian also noted an idea regarding the skate park, saying he thought a better site for it would be the woods just east of Rock Creek Park and stated that given it was the site of the oil train derailment, he thought it was good use of a brown field.

2) Short Term Rental (STR) Staff Report: - STR Committee members John Worsley and Elizabeth Payne are in attendance. Staff report was summarized by Andrea Rogers:

a) Biennial Process:

- Elizabeth notes that the odd/even years of the biennial process will complicate administration of the STR license
- Ron asks the City manager if she would prefer to have applications come in once a year or as they come in?
- Andrea responds that she'd prefer to administer them as they come in like all other permits
- Discussion ensued about neighborhood caps, and end dates being at any time of the year and Andrea replied that it's typical for other permits.
- Ron notes confusion regarding the lottery of new participants
- Witt recommends that the lottery section be removed.
- John seconds that the biennial application period is impractical
- Witt recommends revising the ordinance and bringing it back to Council for approval.

b) Application Fee: recommend that the fee is 150/yr. to cover administrative costs.

- Noah asks if our fees are comparable with other cities our size. Andrea confirms. Noah asks if there's any reason it should be adjusted up or down. Elizabeth notes that it is \$150/yr. or \$300 total.
- Ron asks if it in fact does cover administrative costs?
- Witt asks if there are any other questions/comments and recommends that the City come back to Council with revised verbiage and fees for the STR ordinance.
- Gary asks if there's a time limit on processing permits.

c) Granicus Contract Review:

- Andrea explains that Granicus services are typically used for much larger cities and organizations. Witt asks what services Granicus provides and what is the cost of the contract. Andrea responds \$600/yr.
- Witt says his recall is that Jayme wanted the company to determine how many STRs we have in the City. Andrea and Elizabeth note there are 30.
- Discussion ensued with focus on the first date the STR ordinance would be regulated and should've been announced as June 1, 2023.
- Ron notes that any new STR after this date would be governed by the neighborhood caps. Anything before that date would be special permit STRs that are grandfathered in for 7 years, however only one STR could be grandfathered in per customer.
- Lydia asks how many STRs are in the city limits. Elizabeth responds there are 30 existing STRs and only a handful in each neighborhood.
- Witt asks for the map that shows the numbers available in each neighborhood. Andrea asks Elizabeth if we have a current map. Elizabeth said she has one and will provide it to the City.

d) Proof of Residence- Andrea notes that the city attorney recommended the applicant make an appointment with City staff and show their proof of residence in person.

- Witt recommends that Andrea, Elizabeth and John come back to Council with a redlined version of the STR ordinance for approval.

e) Special licensing –

- As noted above, anyone owning an STR prior to June 1, 2023, would be grandfathered in for one STR. If more than one STR is owned by the same participant, those would not be grandfathered in and would need to abide by City ordinance for neighborhood limits.

f) Next steps –

- Andrea will come back to Council with a revised ordinance. Andrea notes that the online application is near ready to launch.
- Ron notes two references about fire and building code.

- Andrea says the application requires applicants to attest to following Wasco County fire code in their STR facilities.
- Lydia asks - What kind of liability the city might have in licensing short term rentals. Andrea responds that before signing the application, STR owners agree to hold the City harmless for any damage or liability.
- Al Shorstad asks how a B&B owner would find out about the STR permitting process before the City approves the final ordinance.
- Andrea responds that hosted home shares are not considered an STR but are required to observe the TLT ordinance. Also, public notices regarding upcoming ordinances are posted on the City website and in 3 places around town: post office, Brenna's Market, city hall.
- Al Shorstad notes that he would've liked to be notified about ongoing meetings of the committee.
- Elizabeth responds that the Committee has been meeting for 2-3 years and all of those were public meetings.

3) **Purchasing Authority Resolution 2025-03**

- a) Andrea notes that it is standard for city managers to have contract signatory and purchasing authority
- b) **MOTION:** Noah motions to approve resolution 2025-03 and Ron seconds –all in favor

4) **Finance Report**

- a) Witt asks if the City can have the proposed budget calendar and budget committee discussion at the next Council meeting

5) **Reports**

- a) **Mosier Joint Use Facility** – Witt notes that last week we sent a letter to Rep. Tran today who chairs the Committee authoring the HB 3870
 - We will be submitting the capital construction request to Helfrich and Bonham tomorrow for \$2.5 million
 - Questions from Council regarding the chances that we might get funded. Witt responded that it depends on how much funding the state has.
 - Tomorrow (3/20/25) the JUF Committee will meet to discuss
- b) Andrea notes that the UV equipment is being ordered so we can meet the October construction timeline.
- c) Water Operator contract: TEC (city WWTP operator) was the only applicant, and the plan is to amend the WWTP services contract and add the water operations. Contract should start June/July this year.
- d) Washington Street is fully funded, and the sidewalk will be designed to accommodate stormwater on site.
- e) Andrea noted she is hiring a city recorder who has been selected. The interview committee was Brenna, Monica and Andrea.
- f) Ron asked about the winter flows puddle under the Rock Ck RR Bridge and Witt responded that they asked four things of Aaron Hunt:
 - Fill the puddle under RC Bridge
 - Come to Council to explain the second track to the public
 - (need your input)
 - (need your input)

6) **Meeting adjourned at 7:22pm.**