

March 8, 2011  
5:30 P.M.  
Newport, Oregon

The Business License/Room Tax Review Task Force for the City of Newport met on the above date in Conference Room A of the Newport City Hall. In attendance were Woody Ouderkirk, Patricia Patrick-Joling, Lee Hardy, Rob Oberbillig, Tracy Wiley, and Mayor Mark McConnell.

Staff present was City Attorney McCarthy and City Recorder Hawker.

### **Introductions by Mayor McConnell**

McConnell introduced the attendees.

### **Resolution and Task at Hand**

McConnell reviewed the tasks as defined in City Council Resolution No. 3532. He added that the Task Force needs additional members from the general business community. He noted that there are packets of information that contain what is currently in the code, and a copy with suggested changes to date.

McCarthy reported that she has included a copy of the memorandum that she prepared for the City Council that contains the history of the issue. She noted that to date, the focus has been mostly on the business license code. She explained that the table with the fees was extracted from the Municipal Code for ease of use. She noted that the draft business license code incorporates the comments and issues put forth by the informal group that previously discussed this matter. She added that this could be a starting point if the Task Force wishes.

Ouderkirk noted that this revision is an opportunity for the city to make some revenue that could be sufficient to support a staff person to conduct enforcement activities.

McCarthy reported that the Planning Commission may be forming an ad hoc group to look at the vacation rental dwelling issue.

McConnell asked whether the informal group had looked at codes from other cities. Ouderkirk noted that the group had looked at other communities' codes, and that at this point, there is no need to review the past.

A discussion ensued regarding vacation rentals. It was suggested that codes from Manzanita and Sun River might be helpful for the vacation rental discussion.

## **Selection of Task Force Members**

McConnell asked whether everyone in attendance was willing to be on the Task Force. Wiley, Oberbillig, and Hardy expressed a willingness to serve on the Task Force. Patrick-Joling and Ouderkirk noted that they would prefer not to be on the Task Force. A discussion ensued regarding other potential Task Force members. It was suggested that members come from businesses other than real estate and lodging, including car dealers, contractors, attorneys, accountants, retailers, insurance firms, and others. It was noted that Dennis McManus had expressed interest, and that Fran Mathews would be a good choice. Steve Beck was also recommended, as was Don Huster and Linda Neigebauer. It was the consensus of the group that the Task Force should be comprised of seven members, so four additional members are needed. It was asked that another press release be issued to solicit other Task Force members.

## **Elect a Chairperson and Vice or Co-Chairs for the Task Force**

It was agreed to wait until all Task Force members had been selected before electing a chair and vice or co-chairs.

## **Schedule Meetings and Timeline to Accomplish the Task by June 1, 2011**

It was agreed to hold meetings every Monday at 8:30 A.M., beginning on Monday, March 14, 2011, and that meetings would last for one hour.

It was suggested that goals and objectives of each meeting be established prior to the meetings. A discussion ensued regarding the next meeting agenda, and the following agenda was established:

- I. Introductions
- II. Elect Chair and Vice Chair or Co-Chairs
- III. Review Existing Ordinance and Discuss Current Problems
- IV. Develop the Next Agenda

## **General Discussion**

Discussion ensued regarding transient room taxes.

It was asked that the chart that Hardy developed regarding what the current ordinance accomplishes be shared with the group.

Patrick-Joling noted that the group needs to work around the zoning and financial pieces.

## **Adjournment**

Having no further business, the meeting adjourned at 6:21 P.M.