



Eugene City Council

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EUGENE CITY COUNCIL AGENDA

July 13, 2020

5:30 p.m. CITY COUNCIL WORK SESSION

Due to Governor Brown's Stay Home, Save Lives Executive Order to combat the spread of Covid-19, this meeting will be held remotely using virtual meeting technology. Information about online or other options for access and participation will be available at <https://www.eugene-or.gov/3360/Webcasts-and-Meeting-Materials>

**Meeting of July 13, 2020;
Her Honor Mayor Lucy Vinis Presiding**

Councilors

Emily Semple, President
Mike Clark
Chris Pryor
Betty Taylor

Jennifer Yeh, Vice President
Greg Evans
Claire Syrett
Alan Zelenka

5:30 p.m. CITY COUNCIL WORK SESSION

- 1. WORK SESSION: Library Local Option Levy**
- 2. WORK SESSION: City Policy Regarding Short-Term Rentals**

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El consejo de la Ciudad de Eugene agradece su interés en estos asuntos de la agenda. El lugar de la reunión tiene acceso para sillas de ruedas. Se puede proveer a un intérprete para las personas con discapacidad auditiva si avisa con 48 horas de anticipación. También se puede proveer interpretación para español si avisa con 48 horas de anticipación. Para reservar estos servicios llame al 541-682-5010. Las reuniones del consejo de la ciudad se transmiten en vivo por Metro Television, Canal 21 de Comcast y son retransmitidas durante la semana.

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or visit us online at www.eugene-or.gov.

EUGENE CITY COUNCIL AGENDA ITEM SUMMARY



Work Session: Library Local Option Levy

Meeting Date: July 13, 2020

Department: Library, Recreation, and Cultural Services

www.eugene-or.gov

Agenda Item Number: 1

Staff Contact: Will O'Hearn

Contact Telephone Number: 541-682-5363

ISSUE STATEMENT

The Council is asked to review options for the renewal of the library local option levy.

BACKGROUND

On January 27th, 2020, Council was presented with the third-year report to the community of the five-year local option library levy. At that meeting, Council asked for a proposal for the renewal of the library levy. The five-year levy is set to expire in June of 2021.

At the June 10, 2020 work session, Council was presented with three different options for the renewal of the library levy. The Council indicated an interest in both Option 1 (Maintain) and Option 2 (Maintain and Recover) and requested an overview of both Options 1 and 2, with additional detail.

Library Levy Options

Based on feedback from Council at the June 10 meeting, two local option levy renewal alternatives are summarized below. Both options build upon our proven strategies for engagement with library services and are in alignment with what the community has prioritized and needs from our library: hours and access, materials and technology, programs, and services. The levy alternatives focus on different levels of service in each of those three priority areas. The second option includes and expands upon the first.

Below, each option is outlined in greater detail and shows possible uses for the funds, all of which emphasize services that our community expects from our library, including supporting early literacy and childhood education, workforce development, increased information access, and bringing library services to the community through outreach.

- Option 1 (Maintain) focuses on continuing services that our community currently enjoys.
- Option 2 (Maintain and Recover) includes this continuation of services and additionally focuses on our community's long-term recovery.

Financial breakdown of the current Levy and the two options presented, all figures are preliminary estimates:

	5-Year Average			FY22
	Tax Rate	Tax per Home per Year	Levy Amount	Service Level Increase/ (Decrease)
Currently	0.17	36	2,700,000	
Option 1	0.15	37	2,850,000	-
Option 2	0.17	42	3,180,000	267,000

Option 1: Maintain

\$2.85 million/year; \$37 per year for a typical household, Tax rate of 0.15

Maintain (Option 1) keeps the level of service currently supported by levy funds (adjusted with inflation) which would include:

Hours and Access:

Preserving convenient hours of access at all three locations, maintaining access:

- 22 hours each week at our Bethel location per week.
- 22 hours each week at our Sheldon location per week.
- Three weekend hours each week at the Downtown location.
- Develop new ways to reach our community where they are at to support our community's needs when physical gathering is limited, and there is an increased critical need with education and other services going to virtual platforms.
- Bring information access and technology to vulnerable populations with our Maker Van/ other outreach tools. This will provide support and flexible/accessible internet access by site visits and strategically locating outreach where it will make the greatest impact.

Programs and Services:

- Maintain current level of free, high quality programming in a diverse range of topics for all ages, such as Harry Potter Night, local author book talks, First Friday Art Walk performances, etc.
- Continue to support early literacy efforts, addressing our community's third grade reading levels directly, including early literacy workshops and offsite early literacy program delivery.
- Providing vulnerable youth with additional support, such as connecting them with social services, targeted programming, personal hygiene products, etc.
- Develop services and resources to assist with employment, retraining, job skills, etc. For example, by partnering with Lane Work Force to have staff onsite to deliver expertise in employment and provide additional resources.
- Continue providing off-site programs with community partners, with an emphasis on assisting vulnerable populations such as the unsheltered.

- Continue to provide free information, resources and instruction for enriching lifelong education and self-improvement resources, such as job development, business resources, and, language resources.

Materials and Technology:

- Maintain available and accessible technologies, including our Makerspace and Maker Van, and connected programs.
- Allow for the purchase of additional copies of popular material, maintaining the shorter wait times for in-demand material.
- Continue a focus on providing internet access to youth in our community, and to help close the socioeconomic digital divide by providing digital materials, including e-books, e-audiobooks, streaming services, and a vast collection of digital learning platforms.
- Continue to lend and provide upkeep for circulating devices at our branch locations.

Option 2: Maintain and Recover

\$3.18 million/year; \$42 per year for a typical household, Tax Rate of 0.17

Maintain and Recover (Option 2) includes everything in Option 1, PLUS allows for stabilization of library services, centered around strengthening our community's recovery, which involves a reimagination of our services to accommodate this fluid and uncertain period.

While specific initiatives will come at the end of a thorough planning process, additional funds would support enhanced services and efforts including, but not limited to:

Hours and Access:

- Further equipping our Maker Van with enhanced services, such as mobile book trailers supporting more books in the community, a stage for roving programming, and additional outreach efforts.
- Additional mobile services opportunities, including, for example, a Book Bike, which would increase the agility and number of outreach opportunities by bringing the library to where the community is at, including areas and neighborhoods that have greater barriers to accessing the library's essential services including material check out, registration, wi-fi access and programs.
- Utilizing the above outreach and mobile service opportunities to set up internet services and service points for reliable information access in strategic locations around town, focusing on creating equitable and inclusive access.
- Increasing our ability to circulate internet-ready devices and hotspots to support underserved populations.
- Develop outreach and programs based around employment, technology and personal skills development targeting underserved populations, including our unsheltered community members; support community access to services; increase community opportunities and equity; and create opportunities for social connectivity.

Programs and Services:

- Expand partnerships and collaboration with area schools to create stronger working relationships. These efforts could include implementing a school liaison program, as well as a courier system with area schools that would deliver physical resources to students and eliminate barriers to access.
- Increase programs, materials and resources focused on skills development for today's shifting work environment and reentering the workforce. This would be both for employees and small business owners and could be developed with existing partners including our Chamber of Commerce, SBDC, and others.
- Create virtual programming for community members who are physically and socially isolated, such as virtual social connection opportunities for at-risk populations, like seniors or those with respiratory issues.

Materials and Technology:

- Expand quantity and diversity of materials and resources, specifically targeting those that can amplify minority and underrepresented voices in our community. More books and materials for different voices, as well as more diverse resources.

Accountability and Transparency

Reporting systems are built in to ensure transparency and accountability and show that the funds are being used as intended. This includes:

- Levy funds will be budgeted and accounted for in separate funds that are easily identified by members of the public.
- Option 2 accountability and transparency will also include a separate sub-fund for the 10%, which will be strictly used for the recovery efforts.
- Staff will prepare an annual summary of levy spending and performance measures. The report will clearly lay out the Library's budget and split between General Fund and Levy Funds. The Library Advisory Board will annually review the report to determine whether spending complied with the intention of the ballot language.
- The City Manager will provide an annual memorandum to Council about levy spending and key performance measures for the services. The memorandum will include the staff report and any comments from the Library Advisory Board after their review.

This three-pronged approach is designed to give the community confidence that funds are appropriately spent through both published financial documents and a community panel review. It will also focus the conversation on how levy funds are accomplishing key goals through a review of appropriate performance measures.

Timing

In order to place a measure on the November 3, 2020 general election ballot, Council must act by July 29, 2020 (last meeting before summer break). A work session is scheduled for July 27 for continued Council discussion and decision making.

In order to place a measure on the May 17, 2021 ballot, Council must act by February 8, 2021.

Voters' Pamphlet

If Council places a measure on the ballot, an item that requests funding for a voters' pamphlet and assignment of councilors to serve on the proponent committee will need to be considered. The City has prepared neutral information tabloids for some of the previous ballot measures, including previous street bond measures and library levy measures. That item will be included in the July 27 work session if Council decides to place a measure on the ballot.

COUNCIL OPTIONS

1. Direct the City Manager to return to Council with a resolution referring to the November 3, 2020, ballot a measure renewing the library levy that either:
 - A. Maintains the existing library service level. This option would lower the existing Library Local Option Levy tax rate from 0.17 cents to 0.15 cents per \$1,000 assessed value.

or

 - B. Maintains the existing library service level and adds services to assist the community in its long-term recovery efforts. This option would maintain the existing Library Local Option Levy tax rate of 0.17 cents per \$1,000 assessed value.
2. Direct the City Manager to return to Council in the fall with options for referring a measure renewing the library levy to the May, 2021 ballot.
3. Allow the existing Library Local Option Levy to expire and take no further action.

POSSIBLE MOTIONS

- (1.A.) I move to direct the City Manager to return to Council with a resolution referring to the November 3, 2020, ballot a measure renewing the library levy that maintains the existing library service level.
- (1.B.) I move to direct the City Manager to return to Council with a resolution referring to the November 3, 2020, ballot a measure renewing the library levy that maintains the existing library service level and adds services to assist the community in its long-term recovery efforts.
- (2.) I move to direct the City Manager to return to the Council in the fall with options for referring a measure renewing the library levy to the May, 2021 ballot.

ATTACHMENTS

- A. AIS for June 10, 2020, City Council Work Session.

FOR MORE INFORMATION

Staff Contact: Will O'Hearn
Telephone: 541-682-5363
Staff E-Mail: wohearn@eugene-or.gov

EUGENE CITY COUNCIL AGENDA ITEM SUMMARY



Work Session: Library Local Option Levy

Meeting Date: June 10, 2020
Department: Library, Recreation, and Cultural Services
www.eugene-or.gov

Agenda Item Number: 2
Staff Contact: Will O'Hearn
Contact Telephone Number: 541-682-5363

ISSUE STATEMENT

The City Council is asked to review options for the renewal of the library local option levy.

BACKGROUND

On November 3, 2015, the City of Eugene voters approved Measure 20-235 to fund enhanced Eugene Public Library services for five years beginning July 2016. The expanded services promised in the levy were in three categories:

1. More hours and access
2. More programs and services for all ages
3. More materials and technology

Accountability and transparency were built into the levy measure through an annual review by the citizen Library Advisory Board.

On January 27, 2020, as part of the accountability and transparency built into the levy, the council was presented with the third-year report to the community of the five-year local option library levy. At that meeting, Council asked for a proposal for the renewal of the library levy. The five-year levy is set to expire in June 2021.

Library Levy Options

Three local option levy renewal alternatives are summarized below. All three options build upon our proven strategies for engagement with library services and are in alignment with what the community has prioritized and expects from our library: hours and access, materials and technology, and programs and services. The levy alternatives focus on different levels of service in each of those three priority areas. The second option includes and expands upon the previous one, and the third option includes and expands on the previous two.

The identified services incorporate a level of flexibility and nimbleness in implementation due to the uncertain nature of this time. It focuses on the broad issues that will come along with the pandemic and the recovery of our community. These options emphasize services that our community expects from our library, such as supporting early literacy and childhood education, workforce development, increased information access, and bringing library services through

outreach to the community. As the levy proposal moves forward, these outcomes will be further reviewed, refined, and defined.

Below is a financial breakdown of the current levy and the three options presented, all figures are preliminary estimates:

	5-Year Average		FY22
	Tax Rate	Tax per Home per Year	Levy Amount
Currently	0.17	36	2,700,000
Option 1	0.15	37	2,850,000
Option 2	0.17	42	3,180,000
Option 3	0.20	50	3,800,000

Option 1: Maintain

\$2.85 million/year; \$37 per year for a typical household, tax rate of 0.15

Maintain (Option 1) keeps the level of service currently supported by levy funds (adjusted with inflation), preserving convenient hours of access at all three locations, maintaining access:

- 22 hours each week at our Bethel location per week
- 22 hours each week at our Sheldon location per week
- Three weekend hours each week at the Downtown location per week

Option 1 also maintains programs and services:

- Continue to provide free information, resources and instruction for enriching lifelong education and self-improvement resources, such as assisting job seekers to pivot and redefine skillsets with both in-person instruction and self-learning opportunities.
- Maintain educational and enriching programs at all three locations with a focus on teens, including connecting vulnerable youth with additional support.
- Continue to support early literacy efforts, addressing our community's third grade reading levels directly.
- Continue providing off-site programs with community partners.
- Continue providing heightened resources and services for our community, including for example, job development, business resources, language resources and others.

Technology and Materials:

- Maintain available and accessible technologies, including our Makerspace and Maker Van, and connected programs.
- Allow for the purchase of additional copies of popular material, maintaining the shorter wait times for in-demand material.
- Continue a focus on providing internet access to youth in our community, and to help close the socioeconomic digital divide by providing digital materials, including e-books, e-audiobooks, streaming services, and a vast collection of digital learning platforms.

Option 2: Maintain and Recover

\$3.18 million/year; \$42 per year for a typical household, tax rate of 0.17

Maintain and Recover (Option 2) includes everything in Option 1, PLUS allows for stabilization of library services, to strengthen our community's recovery.

- This addresses the continually changing needs of library service and facilities due to unforeseen changes in our environment, setting up the library to maximize our effectiveness as we redefine how we serve our community.
- All the services that we currently provide must be reimaged to suit both this changing period of time and allow for continued access to services.
- Our changing landscape creates a larger focus on outreach and the need for agility in meeting our community where they are at and giving our community the access to fully leverage all services and offerings. Finding new ways to reach out to our community where they are and meeting our community's needs when physical gathering is limited (such as school visits both virtually and in person), bringing information access and technology to vulnerable populations with our Maker Van and other potential outreach vehicles, and locating HotSpots throughout our community through traditional circulation or strategic locations, will be critical in aiding our community recovery.

Option 3: Maintain, Recover, and Grow

3.8 million/year; \$50 per year for a typical household, tax rate of 0.20

Maintain, Recover and Grow (Option 3) includes services and programs in Options 1 and 2, PLUS allows for an additional \$500,000 per year for operating expenses tied to:

- The expansion of the Downtown Library to the fourth floor of the building.
- Setting aside funds upfront of the levy for costs associated with the relocation of staff currently located on the fourth floor, the additional changes to make it a usable library space for our community, and additional expense and maintenance that come with the space.

Accountability and Transparency

To ensure accountability and for funds to be used in the way our community and voters intended, there will be built in checks and balances to assure that will be accomplished with levy funds. To address this concern, several components will be included:

- Levy funds will be budgeted and accounted for in separate funds that are easily identified by members of the public.
- Staff will prepare an annual summary of levy spending and performance measures. The report will clearly and transparently lay out the Library's budget and split between General Fund and Levy Funds. The Library Advisory Board will annually review the report to determine whether spending complied with the intention of the ballot language.
- The City Manager will provide an annual memorandum to the council about levy spending and key performance measures for the services. The memorandum will include the staff report and any comments from the Library Advisory Board after their review.

This three-pronged approach is designed to give the community confidence that funds are appropriately spent through both published financial documents and a community panel review.

July 13, 2020 Work Session – Item 1

It will also focus the conversation on how levy funds are accomplishing key goals through a review of appropriate performance measures.

Timing

In order to place a measure on the November 3, 2020, ballot, the council must act by July 27, 2020.

In order to place a measure on the May 17, 2021 ballot, the council must act by February 8, 2021.

COUNCIL OPTIONS

This is an informational work session.

SUGGESTED MOTION

No motion is proposed at this time.

FOR MORE INFORMATION

Staff Contact: Will O'Hearn

Telephone: 541-682-5363

Staff E-Mail: wohearn@eugene-or.gov

EUGENE CITY COUNCIL AGENDA ITEM SUMMARY



Work Session: City Policy Regarding Short-Term Rentals

Meeting Date: July 13, 2020
Department: Planning and Development
www.eugene-or.gov

Agenda Item Number: 2
Staff Contact: Lydia Kaye
Contact Telephone Number: 541-682-5482

ISSUE STATEMENT

This is a work session on short-term rentals (STRs) following a public hearing that occurred on June 15, 2020. The public hearing was on an ordinance requiring all STRs obtain a business license, providing the grounds upon which a license can be revoked, and requiring the provision of information regarding whether the STR is owner-occupied and a local contact number. Also required is quarterly provision of information regarding rental dates, the number of nights stayed by each rental party, and the number of occupants per stay. After the hearing, Council directed staff to return for a work session rather than acting on the proposed ordinance.

BACKGROUND

The Eugene City Council requested information on short term rentals and how they are regulated in other cities, which was first discussed on September 23, 2019. At that meeting, Council directed the City Manager to craft an ordinance incorporating several regulations for short-term rentals for a December 11, 2019 meeting. Prior to that meeting, Council heard from several STR owners/operators that there hadn't been a public process prior to drafting the preliminary ordinance. At the December 11, 2019 meeting, Council directed staff to slow the process and create an ad hoc committee to provide feedback to city staff about implementation of City policy regarding the regulation of short-term rentals in Eugene. Staff returned to Council on May 20, 2020 to share information on the public outreach and ad hoc committee process. After a robust discussion, Council directed staff to return for a public hearing on June 15, 2020 on an ordinance that would require a business license for short term rentals.

Between May 20 and June 22, 2020, Council received 35 emails regarding short-term rentals. Six of these were relatively neutral, indicating general support for short-term rentals, but calling for some simple regulations. Emails from 18 people expressed concerns about non-owner occupied short-term rentals and/or their impact to the housing supply. Many of these called for limiting the concentration of short-term rentals, including recommendations for a 1000-foot separation or a limitation on adding new short-term rentals to the University neighborhoods. Many of these people also requested a local contact number be provided so neighbors could contact someone if an issue arose during the stay. The remaining 11 emails were from people who were against the proposed licensing requirement, many indicating that the requirement for a license exceeded requirements for other businesses, including hotels.

July 13, 2020 Work Session – Item 2

At the June 15, 2020 public hearing, a total of 26 people spoke. Seven of these were in support of the proposed business license, with some calling for additional regulations. A few spoke about STRs breaking down the fabric of neighborhoods and some referenced the recent issue with a short-term rental on Augusta Street which was rented to a large group of people who engaged in criminal behavior. The remaining people at the public hearing spoke against the proposal to require short-term rentals obtain a license. Many were frustrated that registration had been discussed, but there hadn't been a conversation about licensing until this proposed ordinance. Many who spoke suggested that registration would be the more appropriate path to collect data and would not put a burden on the STR operators to keep a registry. Many cited concerns about the provision that would allow the City to revoke a license for three or more verified complaints. Some of those who testified stated there would be no due process for this provision, fearing it would allow neighbors to shut down their business by just complaining to the City. Staff note that there would be due process prior to the revocation of an STR license; notice and opportunity for a hearing on a license denial or revocation is set out in EC 3.050 and EC 2.021. These code provisions, which apply to all Chapter 3 licenses, include the opportunity for a person to appeal the City's decision to a Hearings Official. Additionally, similar to the complaint process currently utilized by the City's code compliance staff, complaints would have to be verified by staff based on evidence.

The focus of the testimony objected to the business license requirement, rather than a registration requirement. A business license was included in the ordinance because Council specified in its motion it wanted an enforcement mechanism for short term rentals. Requiring a business license in order to operate a STR provides Council's requested enforcement mechanism via license revocation for repeated violations of City code.

A comparison of registration versus licensing is provided below:

Registration

- Typically, a static, one-time event.
- Registration data collection is limited to information regarding contact numbers, and information on the owner/operator and the STR unit itself.
- Registration does not typically have associated conditions/terms (except to keep registration information up to date).
- Does not include an enforcement mechanism.

Licensing

- Provides authorization/permission to conduct a specific activity and that authorization/permission can be denied or revoked based on certain conduct.
- Typically has on-going obligations, either in the form of license conditions and/or annual license renewal requirement. The proposed licensing ordinance included both an annual renewal requirement and ongoing condition of the license that the licensee submit certain information to the City on a quarterly basis.
- Data can be an ongoing license data submission requirement. The proposed ordinance requires the STR operator keep a register indicating the number of nights the STR is rented, and the number of people per stay. There would be no data collection regarding names of guests or any other private information.

- Licensing typically has associated conditions/terms of the license. The proposed ordinance includes:
 - Completed license application containing certain information.
 - Submission of certain information to the City on a quarterly basis.
 - Payment of annual license fee.

PREVIOUS COUNCIL DIRECTION

September 23, 2019, Work Session

<https://eugene.ompnetwork.org/sessions/114563?embedInPoint=2699&embedOutPoint=6386&shareMethod=link>

MOTION: Councilor Taylor, seconded by Councilor Zelenka, moved to direct the City Manager to schedule a public hearing on an ordinance that amends Chapter 3 to add a short term rental licensure program and that includes as part of the licensure program at least the following items: 1) yearly license fee; 2) owner-occupancy requirement; 3) limit on the number of days a unit can be rented; 4) basis for license revocation, including number of complaints per calendar year; 5) minimum separation between short-term rentals; 6) inspection requirements; 7) requirements for on-line platforms to assist in regulations; and, 8) parking requirements.

MOTION TO AMEND AND VOTE: Councilor Clark, seconded by Councilor Semple, moved to remove 5) and 6) to keep on a better track. PASSED 5:3, Councilors Taylor, Zelenka, and Evans opposed.

VOTE ON AMENDED MOTION: PASSED 8:0

December 11, 2019, Work Session

<https://eugene.ompnetwork.org/sessions/124752?embedInPoint=1&embedOutPoint=3211&shareMethod=link>

MOTION: Councilor Syrett, seconded by Councilor Clark, moved to direct the City Manager to create an ad hoc department advisory committee to make recommendations to City staff concerning the implementation of City policy regarding the regulation of short-term rentals. This committee should engage with local short-term rental hosts and owners who represent the variety of ways in which these short-term rentals are currently configured and provide opportunities for neighbors impacted by them to share their perspective on the topic. The recommendations generated through this process should be analyzed by staff and brought back to Council for further consideration. The input process will be completed by March 31, 2020, with action on the ordinance scheduled before the Council's summer break.

VOTE: PASSED 7:1 Councilor Taylor opposed.

May 20, 2020, Work Session

<https://eugene.ompnetwork.org/sessions/138023?embedInPoint=1&embedOutPoint=5602&shareMethod=link>

July 13, 2020 Work Session – Item 2

MOTION: Councilor Zelenka , seconded by Councilor Semple, moved to direct the City Manager to prepare an ordinance and schedule a June public hearing and July action requiring short term rentals to obtain a license from the City with the only license requirement being the provision of information related to the STR (such as whether or not the STR is owner-occupied and a local contact number) and the quarterly provision of information regarding rental dates, the number of nights stayed by each rental party, and the number of occupants per stay; and including an accountability mechanism and fee.

MOTION to SUBSTITUTE: Councilor Taylor moved to direct the City Manager to schedule a June public hearing and July action on the draft ordinance that was presented to Council on December 11, 2019. There was no second.

RESTATED MOTION AND VOTE: Councilor Zelenka, seconded by Councilor Semple, moved to direct the City Manager to prepare an ordinance and schedule a June public hearing and July action requiring short term rentals to obtain a license from the City with the only license requirement being the provision of information related to the STR (such as whether or not the STR is owner-occupied and a local contact number) and the quarterly provision of information regarding rental dates, the number of nights stayed by each rental party, and the number of occupants per stay, and the ordinance including an enforceability mechanism and a fee to support the program.

VOTE: PASSED 7:1, Councilor Clark opposed.

June 15, 2020, Public Hearing

<https://eugene.ompnetwork.org/sessions/148248?embedInPoint=3227&embedOutPoint=8677&shareMethod=link>

Council conducted a public hearing on an ordinance requiring short-term rentals obtain a business license, including an enforcement mechanism. While no specific motion was made, Council directed staff to return for another work session

COUNCIL OPTIONS

1. Direct the City Manager to return to Council for action on the ordinance heard at the public hearing on June 15, 2020, requiring short-term rentals to obtain a business license.
2. Direct the City Manager to revise the June 15,2020 ordinance to require short-term rentals to register and provide local contact information and return to Council for action on the revised ordinance.
3. Direct the City Manager to revise the June 15, 2020 ordinance in the manner specified by Council.
4. Take no further action at this time.

POSSIBLE MOTIONS

1. Move to direct the City Manager to return to Council for action on the ordinance heard at the public hearing on June 15, 2020, requiring short-term rentals to obtain a business license.
2. Move to direct the City Manager to revise the June 15, 2020 ordinance to require short-term rentals to register and provide local contact information and return to Council for action on the revised ordinance.

CITY MANAGER'S RECOMMENDATION

If the Council wants an enforcement mechanism that includes the ability to revoke an STR's license for repeated, verified violations, and wants to require STRs to provide information to the City regarding number of stays, etc., the City Manager recommends Option 1.

If the Council wants to require a local contact number and to collect data regarding the location of STRs, allowing staff to correlate the STR location with the code compliance system to determine what complaints are associated specifically with STRs, the City Manager recommends Option 2.

ATTACHMENTS

- A. Ordinance heard at June 15, 2020, Public Hearing.

FOR MORE INFORMATION

Staff Contact: Lydia Kaye
Telephone: 541-682-5482
Staff E-Mail: lkaye@eugene-or.gov

ORDINANCE NO. _____

AN ORDINANCE CONCERNING SHORT-TERM RENTAL BUSINESS LICENSES; AMENDING SECTION 3.005 OF THE EUGENE CODE, 1971; AND ADDING SECTION 3.350 TO THAT CODE.

THE CITY OF EUGENE DOES ORDAIN AS FOLLOWS:

Section 1. Section 3.005 of the Eugene Code, 1971, is amended to add the following set of Definitions between the definitions for “Public Passenger Vehicles” and the definitions for “Solid Waste, Yard Debris and Recycling”:

Short-Term Rentals:

Guest. A person or group of people renting a short-term rental.

Owner. Any person who, alone or with others, has an ownership interest in a short-term rental or the tax lot on which the short-term rental is located. A person whose interest in a proposed short-term rental is solely that of a tenant, subtenant, lessee, or sublessee shall not be considered an owner.

Short-term rental. A dwelling unit, or portion of a dwelling unit, offered for overnight occupancy in exchange for a fee and that is available for rent for fewer than 30 consecutive days. For purposes of EC 8.410, “short-term rental” has the same meaning as “vacation dwelling.”

Transient lodging intermediary. A person or business, other than the owner of the short-term rental, that facilitates a short-term rental and either:

- (1) Charges for occupancy of the short-term rental;
- (2) Collects the consideration charged for the occupancy of the short-term rental; or
- (3) Receives a fee or commission and requires the owner of the short-term rental to use a specified third-party entity to collect the consideration charged for occupancy of the short-term rental.

Section 2. The following heading and Section 3.350 of the Eugene Code, 1971, are added to provide as follows:

Short-Term Rental

3.350 Short-Term Rental.

- (1) Short-term Rental Licensure and Registration Requirements. No person or business may own a short-term rental in the City of Eugene without a short-term rental license. The following requirements apply to the issuance and retention of a short-term rental license.
 - (a) A license applicant must provide all the required application information, including but not limited to a local contact name and phone number and whether the short-term rental is owner-occupied. The provided information must be kept up to date throughout the term of the license.
 - (a) At all times, for each short-term rental, the licensee shall maintain a current, accurate record in the form of a guest registry that includes the rental dates, number of nights stayed by each guest, and the number of guests per stay. The guest registry shall be submitted to the city quarterly and shall be maintained for a minimum of three years from the date of the short-term rental occupancy.
 - (c) A bed and breakfast use that has been approved through a conditional use permit pursuant to EC Chapter 9 is exempt from the requirements of this subsection.
- (2) Transit Room Tax. Transient room tax shall be collected and remitted to the city for each short-term rental, in coordination with transient lodging intermediary if utilized, as set forth in EC 3.770 through EC 3.804.
- (3) Revocation of Short-term License. In addition to the bases for revocation set forth in EC 3.050, a license for a short-term rental may be revoked if:
 - (a) The licensee fails to comply with EC 3.350(1) or (2); or
 - (b) Use of the short-term rental has generated three or more verified violations of this code, including but not limited to, EC 4.080 (Noise Disturbance) or EC 6.050 (Garbage and Debris).
 License revocation is in addition to, and not in lieu of, any other enforcement mechanism authorized by this code.
- (4) Fees. For the purposes of offsetting the costs to the city associated with implementation and enforcement of this Section, the city manager, using the process contained in section 2.020 of this code, shall set short-term rental annual licensing fees.

Section 3. The City Recorder, at the request of, or with the consent of the City Attorney, is authorized to administratively correct any reference errors contained herein,

or in other provisions of the Eugene Code, 1971, to the provisions added, amended or repealed herein.

Passed by the City Council this

____ day of _____, 2020

Approved by the Mayor this

____ day of _____, 2020

City Recorder

Mayor