

MINUTES

Short-term Rental Board February 5, 2024

1. Call to order

- a. The regular business meeting of the Short Term Rental Board was held on Monday, February 5, 2024 in Room 201 of the Community Center in Blairsville, Ga. It began at 5:06 and was presided over by Patrick Woodall, Chairman, with Laura Jenkins (Short Term Code Enforcement Officer) as Secretary.

2. In attendance

- a. Voting members: Patrick Woodall, Laura Jenkins, Karen Sweenie, Martin Pilote, AnaLuisa Salvatti, David Dyer, Susan Phillips, William Mercer. A quorum was present.
- b. Guests in attendance: none
- c. Members not in attendance: none
- d. Recognition of visitors: none

3. Reading and approval of prior meeting minutes

- a. Laura read the minutes in their entirety of the meeting held on 12.11.23.
- b. A motion was made by Patrick Woodall to approve the minutes as read. The motion passed unanimously.

4. Reports of officers and standing committees

a. Secretary:

- i. ~~UCSTR By the Numbers (attachment 1)~~ (LodgingRevs report function not accurate)
Laura did not share the monthly "UCSTR By the Numbers" due to the inaccurate reporting function in LodgingRevs. Laura has been in touch with GOVos to fix the reporting issues, and to ask for training on the reporting function (specifically) in LodgingRevs. One example is MuniRevs showing 558 active STR licenses, but LodgingRevs reports that 446 properties have been identified. Right now, GOVos is responsive when Laura reaches out to customer service, but fixing it on a case by

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case basis may not be the best way to handle it. Laura also expressed confidence in the software, but recognized that glitches still exist. Laura will check with Renee on whether additional training is part of our contract with GOVos. The majority of training occurred before Laura began her position on May 1. Renee trained Laura in the MuniRevs portion of the software.

ii. PM Roundtable (attachment 2)

Laura reviewed the January 10 Property Managers Roundtable agenda and minutes. Regarding the potential use of power of attorney that a PM suggested, William Mercer recommended that we NOT allow a POA of any type to be used. When you sign yourself up for a license, you are attaching 'jeopardy' to yourself if you violate the terms of that license. It's not advisable to allow someone ELSE to sign you up for a license if YOU'RE the one in jeopardy.

We discussed Laura's practice of emailing the owners as well as the property managers with any property or listing issues. Analuisa expressed concern that owners may think the property manager is not doing their job if they (the owners) continue to receive emails. Laura feels strongly that the owner must be made aware since the license is a contract between the owner and Union County. Laura will email the PM, and cc the owner. William Mercer advised that this practice be continued as it protects the county from liability. Laura and Renee will explore options for the AUTOMATED tax return emails to go to the Property Manager only.

iii. Site visit work product (attachment 3)

Laura shared the list of attestations that she used for a site visit upon owner request. She is new to STR and wanted to make sure she was meeting the requirements of the ordinance. She is going to be renting out her basement, and there's a wall mounted gas heater in the basement, and the ordinance calls for a carbon monoxide alarm in that situation. William Mercer asked Chief David

Dyer if the fire department can go out to install smoke and carbon monoxide detectors, and Chief Dyer responded that they can only do that in a RESIDENCE, they are prohibited from installing detectors in commercial properties, such as STR's, restaurants, grocery stores, etc.

iv. SEO Facebook page -

<https://www.facebook.com/STRSEO>

1. Contact info for STR Board members? What else?
Discussion was held on the best use of the UCSTR Facebook page. William Mercer advised that we NOT put contact information for board members on the Facebook page because board members should not hold one on one conversations with owners or concerned neighbors. If the owner or neighbor needs to speak to a board member, they will reach out to Laura to be put on the agenda at the next meeting. To do otherwise is to create a conflict of interest where the board member would have to abstain from discussing that situation at a board meeting. The Facebook page has the link on it to the official Union County STR Resource website.

5. Reports of ad-hoc committees

6. Old Business

- a. "Listing removed" status report – if a property has a listing but doesn't have a license, the owner cannot simply block off the calendar, they must remove the listing completely. To be compliant, they must have a license AND have the license number shown in the listing.
- b. GOVos updates
 - i. They added "occupancy inaccurate" as a compliance status. This increases Laura's ability to run accurate listing status reports.
- c. Term limits for board members
 - David Dyer, (4 years, til June 15, 2027)
 - Martin Pilote, (4 years, til June 15, 2027)

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AnaLuisa Salvatti, (4 years, til June 15, 2027)
Karen Sweeney, (2 years, til June 15, 2025)
Patrick Woodall, (2 years, til June 15, 2025)
Susan Phillips, (2 years, til June 15, 2025)
Laura Jenkins, (4 years, til June 15, 2027)

7. **New Business** – Analuisa Salvatti asked about the registered agent (RA) not being a resident of Union County. Robust discussion was held on why it is imperative that the RA be a full time resident of Union County. William Mercer reiterated that the verbiage used in the ordinance is understood to mean a resident. *“Local Registered agent. An individual(s) with the legal authority to make and act on decisions of tenancy, building maintenance, complaints, and repairs.”* Laura and Chief Dyer expressed concern that owners are not going to understand or agree with that definition and we are setting ourselves up for a lawsuit. Laura would like for that to be added to a list of amendments that need to be made to the ordinance. William Mercer expressed surprise that we allowed non-Union County residents to be registered agents. Laura allowed this because when the ordinance was being drafted, we purposely didn’t say “Union County resident” because they have up to two hours to respond to complaints, and the RA may live just over the line in another county or state. Patrick asked if it was possible to allow a variance, and Laura said that’s not possible because of the way the variance section of the ordinance is written – they can have a variance for no more than 72 hours. It would be unfair to owners for us to mandate that their RA is a Union County resident without sufficient time to find one. Laura also informed that board that there’s no way to verify the physical address of any RA’s because there’s literally no box for the owner to add the physical address of the RA. And “registered agent” is not a search term in MuniRevs or LodgingRevs. Because of that, we have no way of knowing how many RA’s are not considered local. William reiterated that the RA must also be available to accept service of citations on behalf of the owner, and it can be expensive to pay an out of state or out of county jurisdiction to serve the citation. Susan Phillips suggested that we email everyone with as much forewarning as possible to let them know that all registered agents must be Union County residents. Analuisa

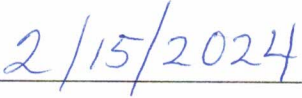
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Salvatti made a motion to send a notification now, ask GOVos to add address lines for the RA, and require all registered agents to be Union County residents at the time of renewal on July 31, 2024. Patrick Woodall seconded, and the motion passed unanimously.

8. Adjourn – the meeting was adjourned at 6:33.



Signature, Laura L. Jenkins, Secretary



Date