

CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
July 7, 2014
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Nichols at 6:46 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Taylor, Sevenich, Langdon, Keehan, Zelinski, Englebert, Benner, Nichols

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, FC Auxier, DPW Radtke, CDD Keil, PP Homan, ASD Steeno, PRD Tungate LD Lenz, Clerk Galeazzi

C. MINUTES TO APPROVE

1. [Administration Committee, 5/19/14 \(held\)](#)

Moved by Ald. Englebert, seconded by Ald. Benner to approve minutes.
Motion carried on voice vote.

2. [Administration Committee, 6/2/14](#)

Moved by Ald. Englebert, seconded by Ald. Benner to approve minutes.
Motion carried on voice vote.

D. DISCUSSION/ACTION ITEMS

1. [O-16-14 An Ordinance Creating Title 7, Chapter 14 of the Code of Ordinance \(Relating to the Short-Term Rental of Dwelling Units\)](#)

CDD Keil explained a request for a Special Use Permit from Fox Lodge, the student housing on Midway Road, to allow short term rental of the facility when school is not in session. The proposed ordinance addresses short term rental of all dwelling units and establishes criteria for short term rentals.

Moved by Ald. Benner, seconded by Ald. Keehan to recommend to Common Council O-16-14 An Ordinance Creating Title 7, Chapter 14 of the Code of Ordinance (Relating to the Short-Term Rental of Dwelling Units)

General discussion ensued on the benefit to the City and residents to allow short-term rental; restricting number of days of rental; responsibility of owner to report room tax; enforcement.

Moved by Ald. Taylor, seconded by Ald. Sevenich to hold this item.
Item held.

E. ADJOURNMENT

Moved by Ald. Taylor, seconded by Ald. Keehan to adjourn at 7:05 p.m.
Motion carried on voice vote.

Respectfully submitted by Deborah A. Galeazzi, WCMC, City Clerk