

CITY COUNCIL COMMUNICATION FORM

FROM: Rebecca Bessey, AICP, Planning & Community Development Director
THROUGH: Gary Suiter, City Manager
DATE: March 8, 2022
ITEM: Short-Term Rental Enforcement.

DIRECTION
 INFORMATION
 ORDINANCE
 MOTION
 RESOLUTION
 PROCLAMATION

I. REQUEST/ISSUE & BACKGROUND INFORMATION:

Council requested that staff provide an overview of short-term rental enforcement policy and procedures. The presentation provides a summary of current process, as well as an overview of enforcement under a new STR License program.

II. SUMMARY AND ALTERNATIVES:

n/a

III. STAFF RECOMMENDATION:

n/a

IV. FISCAL IMPACT:

Enforcement of a new Short-Term Rental policy and licensing requirements will have fiscal impacts; however, revenues from annual license fees are anticipated to cover the costs of administering and enforcing the new policy and licensing. Anticipated costs related to enforcement include:

- Annual contract services for STR monitoring, identification, and auditing (Granicus). (Ongoing cost)

- Increased contract legal services for the City's Municipal Court Prosecutor. (Ongoing cost)
- Increased staffing and potentially a software upgrade for Municipal Court. (Ongoing and potentially one-time software cost)
- Additional enforcement and inspection staff depending, if needed. (Ongoing cost)
- Increased staffing for sales tax licensing, collection, and auditing, if needed. (Ongoing cost)

V. LEGAL ISSUES:

Legal issues will be evaluated with adoption of a STR Licensing ordinance.

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

n/a

VII. CONSISTENCY WITH COUNCIL GOALS AND POLICIES:

This item is directly related to Council's goal to address the City's short-term rental issue through adoption of regulatory policies, enforcement rules, licensing procedures, and establishment of a fee structure.

ATTACHMENTS:

Attachment 1: Staff Presentation.