



Date: September 26, 2017

To: Patrick H. West, City Manager *T.H.W.*

From: Amy J. Bodek, Director of Development Services *A. Bodek*

For: Mayor and Members of the City Council

Subject: **Development of a Short-Term Rental Ordinance**

On March 21, 2017, the City Council requested the City Manager to review the regulation of short-term rentals (STRs) in other municipalities and to report back on next steps to create an ordinance. On June 1, 2017, the City Manager provided a memo regarding STR programs in other municipalities.

As part of the FY 18 Budget, funds were appropriated and will be available on October 1 for consultant services to assist City staff with crafting a STR program. A Request for Proposals (RFP) will be released in October for consultant services to conduct public outreach, estimate revenue generation, establish parameters for operating STRs, and determine staffing needs to implement and enforce the recommended program. When the consultant is on board, community outreach will commence. Program recommendations will be presented to the City Council in early 2018, with preparation of an ordinance to follow thereafter.

If you have questions regarding this matter, please contact Lisa Fall at (562) 570-6853 or lisa.fall@longbeach.gov.

AJB:LAF:MJ
P:\ExOFC\TFF\2017\9 18 17 DEVELOPMENT OF A SHORT-TERM RENTAL ORDINANCE.DOCX

CC: CHARLES PARKIN, CITY ATTORNEY
LAURA L. DOUD, CITY AUDITOR
TOM MODICA, ASSISTANT CITY MANAGER
KEVIN JACKSON, DEPUTY CITY MANAGER
REBECCA JIMENEZ, ASSISTANT TO THE CITY MANAGER
OSCAR ORCI, DEPUTY DIRECTOR, DEVELOPMENT SERVICES
LINDA TATUM, PLANNING BUREAU MANAGER
MONIQUE DE LA GARZA, CITY CLERK (REF. FILE #17-0213)