



MEETING MINUTES
Short-Term Vacation Rental Program
Ad-Hoc Committee Meeting
Thursday, March 5, 2020

CALL TO ORDER

A regular meeting of the Short-Term Vacation Rental Program Ad-Hoc Committee was called to order at 4:01 p.m. by Lori Lorette.

ROLL CALL

PRESENT: Committee members Best, Butler, Caldwell, Church, Coronel, Franco, Grotzky, Jonasson, McDonough, Monroe, Navarro, Schutz, Shelton, Spinney, and Tamm

ABSENT: None

STAFF PRESENT: Design & Development Director Danny Castro, Hub Manager Tommi Sanchez, Management Specialist Missy Mendoza, Permit Technician Michelle Lopez, Administrative Assistant Lori Lorette, Public Safety Manager Martha Mendez, Code Compliance Supervisor Kevin Meredith, and Community Resources Director Chris Escobedo

POINTS OF DISCUSSION

1. Welcoming committee members and the public.
2. Short-term vacation rental program mission statement and ad-hoc committee objective.
3. Explanation of committee role; to provide suggestions to Council.
4. Meeting format:
 - Meet monthly (first Thursday of every month, for 12 months)
 - Agenda – available the Monday before each meeting
 - Develop plan for next meeting – committee will decide the topics to cover
 - Appointing a Chair and Vice Chair to help facilitate meetings – roles and responsibilities were explained. Committee will appoint at next meeting.
5. Committee agreed during open discussion to aim for meetings to last one hour; 1.5 hours maximum, unless extended time is needed for specific topics.

6. The committee agreed to give the public the opportunity to speak about items not on the agenda at the start of each meeting.
7. All emails requesting information and/or documents for meetings should be directed to city staff member Lori Lorette at LLorette@laquintaca.gov
8. Data regarding short-term rentals, a printout of the committee objective, a map of the City of La Quinta to show saturations of short-term rentals in each area, and a recap at the end of the committee duration to show accomplishments by the committee were all requested to be provided.
9. Committee member questioned the short-term vacation rental hotline, asking if calls are logged and if they can see list of complaints. Code Compliance will work to get this information to committee members.
10. A list of topics was created to cover throughout the duration of the committee over the next year. This list was documented by City staff to use for future meetings.
11. Staff to provide at next meeting:
 - Overview of the short-term vacation rental process/program
 - Statistics on the short-term vacation rental program for the City of La Quinta
 - City Code Enforcement overview

ADJOURNMENT

Respectfully submitted,

LORI LORETT, Committee Secretary
City of La Quinta, California