

OMB Granicus Review

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|-----------------------|--|--------------------|----------|-------------|-------------|
| Granicus Title | Resolution relating to Short Term Rental Fee Schedule to support a proposed ordinance of Pinellas County, Florida providing for the administration, management, and enforcement of a Short Term Rental program inclusive of the Certificate of Use requirement within Section 138-3232. (Regular Agenda Item that is companion to File #25-0323A). | | | | |
| Granicus ID# | 24-1742A | Reference # | 25-0323A | Date | 07-Mar-2025 |

Mark all Applicable Boxes:

| Type of Review | | | | | | | | | |
|----------------|--|-------|--|-------|----------|---------|--|---------|--|
| CIP | | Grant | | Other | X | Revenue | | Project | |

Fiscal Information:

| | | | |
|---------------------------|----------|---|------------------------------|
| New Contract (Y/N) | | Original Amount | |
| Fund(s) | 0001 | Amount of Change (+/-) | + \$1,008,000 - \$953,000 |
| Cost Center(s) | 221010 | Total Amount | |
| Program(s) | 1262 | Amount Available | |
| Account(s) | Multiple | Included in Applicable Budget? (Y/N) | Y |
| Fiscal Year(s) | FY25 | | |

Description & Comments
(What is it, any issues found, is there a financial impact to current/next FY, does this contract vary from previous FY, etc.)

Summary
Approval through resolution to adopt a fee schedule to support a Short Term Rental (STR) program associated with a proposed Ordinance amendment to Section 138-3232. The Ordinance amendment has been modified with public input and direction from the Board of County Commissioners provided at the Ordinance’s first reading.

The updated ordinance (138-3232) proposes to bring greater accountability to STR owner/operators within the unincorporated Pinellas County to preserve the highest quality of life within residential neighborhoods and to bring an increased awareness and consistency with the Florida Building Code and Florida Fire Prevention Code. The regulation of STR’s will fall under the Code Enforcement Division with support from the Building Division on inspections.

The fee for the initial Certification of Use and annual renewal thereafter is \$450.00. A building inspection is required associated with the Certificate of Use process, which has a separate fee of \$150.00, and a bi-annual inspection thereafter with a fee of \$100.00. Failed inspections requiring a reinspection have an additional fee of \$100.00. The fees collected with the initial Certificate of Use and Building Inspections and annual renewal thereafter will cover the total costs of the STR program.

The fees associated with the STR program are correlated to the costs of building and maintaining the short term rental program operations inclusive of additional code enforcement personnel, expanded code enforcement hours, initial costs and annual subscription 3rd party technology and communications plan implementation.

Data
The FY25 Adopted Budget included a decision package to implement the STR Program that included a total of \$1,030,000 in expenditures for four FTE and related expenses, technology, equipment, and a communication plan. Of this, \$250,000 is designated to the Building Permits Fund 1030 and \$780,000 is designated to Code Enforcement (General Fund 0001).

Total estimated revenues of \$1,133,500 were also included in the decision package; \$850,000 from Code Enforcement and \$283,500 from Building Permits Fund.

These revenues and expenditures have been included in the department’s FY25 Adopted Budget. It should be noted that after extensive legal review, neither revenues nor expenditures associated with the STR program can be included in the Building Permits Fund 1030. OMB is working with the department to rectify the financials.

The proposed fee schedule:

| Fee Type | Amount | Comment |
|--|--------|---|
| Certificate of Use (1 st Year) | \$450 | Initial application fee is a non-refundable payment of \$250 to review and process application which is applied towards the \$450. The \$200 balance is paid prior to the issuance of the Certificate |
| Annual renewal of Certificate of Use | \$450 | |
| Building Inspection (1 st Year) | \$150 | |
| Building Re-inspection(s) | \$100 | Required if the initial inspection fails |
| Bi-annual Building Inspection | \$100 | Occurs every 2 years that a Certificate of Use is in-place |

Fiscal Impact

The fiscal impact of the STR Program for year one. The department is committed to achieving these revenue projections in spite of delays to program implementation:

- Revenues associated with these changes to the fee schedule are budgeted at \$1.134M and are now expected to be approximately \$1.008M.
- Expenses associated with this ordinance change are budgeted at \$1.030M and are now expected to be approximately \$953,000.

Analyst: Belinda Amundson

Ok to Sign: