

OMB Granicus Review

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. (Companion to file 25-0051).		
Granicus ID#	24-1742A	Reference #	Date 07-Feb-2025

Mark all Applicable Boxes:

Type of Review									
CIP		Grant		Other	<input checked="" type="checkbox"/>	Revenue		Project	

Fiscal Information:

New Contract (Y/N)	N/A	Original Amount	N/A
Fund(s)	0001	Amount of Change (+/-)	N/A
Cost Center(s)	221010	Total Amount	\$1,008,000
Program(s)	1262	Amount Available	N/A
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

This is an 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 administration, management, and enforcement of the program will be supported by 3rd-party technology intended to bring greater accountability with a Certificate of Use requirement, awareness, and compliance of life safety considerations through a building inspection provision and enhanced enforcement.

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 Certificate of Use program is targeted to be effective April 2025. The regulation of STR's will fall under the Code Enforcement Division with support from the Building Division on inspections. The fees associated with the short term rental 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 Short-Term Rental 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 Short-Term Rental 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: