



## **COUNCIL AGENDA ITEM FORM**

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**MEETING DATE:** June 6, 2022

**AGENDA ITEM #:** 9

**SUBMITTED BY:** Bo Thomas, City Manager

**ITEM DESCRIPTION:**

Discussion and possible action authorizing the City Manager to engage the services of HdL Companies to provide Hotel and Short-Term Rental Administration Services.

**STAFF RECOMMENDATION/ITEM SUMMARY:**

The city staff has reviewed three proposals, and while they were slightly different in service levels, HdL was the most cost-effective proposal. HdL assists with locating short-term rentals (STRs) in the city by educating lodging providers on registration, online payment processing, compliance monitoring, and reporting. HdL also offers a Customer Support Center. The proposal cost of these services is \$7,500 annually. In addition, HdL has waived the \$5,000 fee for set-up.

**FISCAL IMPACT:**

Amount Budgeted – Hotel Fund. Dues & Subscriptions.  
Line Item in Budget – 40-50-404-40

**SUGGESTED MOTION:**

I move to approve the authorization of the City Manager to engage the services of HdL Companies to provide Hotel and Short-Term Rental Administration Services.

**ATTACHMENTS:**

HdL Hotel and Short-Term Rental Administration Proposal