

- k) **REPORT**      **REQUEST FOR APPROVAL OF CLASSIFICATION SPECIFICATION  
17-0199**      **FOR ACCOUNTANT; ESTABLISHING THE POSITION IN THE  
PROFESSIONAL & ADMINISTRATIVE EMPLOYEE GROUP;  
AND SETTING THE SALARY RANGE**  
*(Human Resources Manager Vanessa Godinez)*

Attachments: [ACCOUNTANT](#)

**Action:** To approve the staff recommendation to:

- 1) Approve the class specification for Accountant;
- 2) Determine the appropriate unit for this classification is the Professional & Administrative Employee Group; and
- 3) Establish the 5-step salary range for this position as \$5,721 to \$6,953 per month as approved in the 2016/2017 budget.

At 8 p.m., the order of the agenda moved to Municipal Matter Item 6(a).

**3. CONSENT ORDINANCES – None**

**4. ITEMS REMOVED FROM THE CONSENT CALENDAR FOR SEPARATE DISCUSSION**

Items 2(g) and (j) were heard at this time but are shown in order for clarity.

Public comments on items removed from the Consent Calendar are shown under the appropriate item.

At 11:41 p.m., the order of the agenda moved to Other Matters Item 8(a).

**5. PUBLIC HEARINGS**

- a) **REPORT**      **CONSIDERATION OF MUNICIPAL CODE AMENDMENT  
17-0201**      **TO ALLOW AND REGULATE SHORT TERM VACATION RENTALS  
IN EXISTING NONCONFORMING RESIDENTIAL UNITS LOCATED  
IN COMMERCIAL ZONING DISTRICTS**  
*(Community Development Director Ken Robertson)*

Attachments: [1. Exhibit A- Draft Ordinance](#)  
[2. Draft Ordinance Criteria](#)

Director Robertson presented the report, provided a map to each Councilmember, and responded to Council questions. City Attorney Jenkins and Interim City Manager Jalili also responded to Council questions.

The public hearing opened at 9:58 p.m. As no one came forward to address the Council on this item, the public hearing closed at 9:58 p.m.

**Action:** To direct staff to:

- (1) Report back at a future public hearing with a draft text amendment ordinance to establish a pilot program to define, allow and regulate short term vacation rentals in existing nonconforming residential units located in commercial zoning districts, which will automatically conclude 24 months after the adopted ordinance takes effect unless the Council takes action to either terminate the pilot program at an earlier date or extend it beyond the specified 24 months;
- (2) Amend Section 4.C.2. of the draft ordinance presented this evening with language to stipulate that more than three violations of any of the City's quality of life ordinances (not just violations of the subject ordinance) within a 12-month period shall may result in revocation of business license; and
- (3) Provide options for Council consideration on the following as-yet-undecided elements that require further Council discussion:
  - o Management and Operations Plan provisions;
  - o Posting of an identification plaque at all times – if required, the size/placement of ID plaque to ensure visibility from public right-of-way;
  - o A 24-hour/day contact person to respond to calls within 45 minutes;
  - o Requirement for a private kitchen area
  - o Parking requirements; and
  - o Pilot program to be citywide or limited to specific area.

Motion Duclos, second Fangary. The motion carried 3-2, noting the dissenting votes of Armato and Petty.

**Further Action:** To direct staff to provide written notice to properties located within a 200-foot radius of each nonconforming residential site prior to the next public hearing on this matter, in addition to posting the public notice on the City's website, providing an e-blast, and the usual newspaper publication.

Motion Petty, second Fangary. The motion carried by a unanimous vote.

**Additional Action:** To proceed with tonight's meeting until midnight.

Motion Fangary, second Armato. The motion carried 4-1, noting the dissenting vote of Petty.

At 11:04 p.m., the order of the agenda moved to Public Hearing item 5(c).