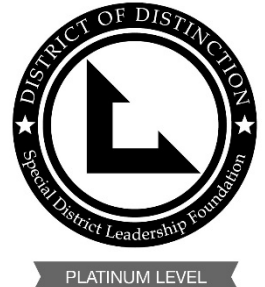




# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

## SDLF Platinum-Level of Governance



President – Kevin Graves • Vice-President – Ashley Porter • Director – Bryon Gutow • Director – Michael Callahan • Director – Carolyn Graham

### NOTICE OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY Wednesday July 20, 2022, 7:00 P.M.

### NOTICE Coronavirus COVID-19

In response to the current proclaimed State of Emergency, indoor masking requirements, and recommended measures to promote social distancing imposed by State and local officials, the Town of Discovery Bay Community Services District Board of Directors will take all actions necessary to carry out the intent and purpose of AB 361, including, ensuring that the Directors and meeting attendees may continue to have the option to access and participate in this public meeting by teleconference to avoid imminent risks to the health or safety of the Directors and meeting attendees.

To accommodate the public during this period of time, the Town of Discovery Bay Community Services District Board of Directors has arranged for members of the public to observe and address the meeting telephonically or in person.

**TO ATTEND IN PERSON:** The meeting will be held at the Community Center located at 1601 Discovery Bay Boulevard.

#### **TO ATTEND BY WEBINAR:**

**Please register for the Regular Meeting of the Board of Directors by:** (Copy and paste into your browser the registration URL. You will then be directed to download the webinar to your device and register with LogMeIn, Inc.)

**Registration URL:** <https://attendee.gotowebinar.com/register/7065876660044473612>  
**Webinar ID#:** 524-285-443

After registering, you will receive a confirmation email containing information about joining the webinar by computer or by phone.

**For listen only mode dial:** +1 (415) 655-0052 ID# 277-910-127

Download Agenda Packet and Materials at <http://www.todb.ca.gov/>

#### **REGULAR MEETING 7:00 P.M.**

##### **A. ROLL CALL AND PLEDGE OF ALLEGIANCE**

1. Call business meeting to order 7:00 p.m.
2. Pledge of Allegiance.
3. Roll Call.

##### **B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)**

During Public Comments, the public may address the Board on any issue within the District's jurisdiction which is not on the Agenda. The public may comment on any item on the Agenda at the time the item is before the Board for consideration. Any person wishing to speak will have 3 minutes to make their comment. There will be no dialog between the Board and the commenter as the law strictly limits the ability of Board members to discuss matters not on the agenda. We ask that you refrain from personal attacks during comment, and that you address all comments to the Board only. Any clarifying questions from the Board must go through the President. Comments from the public do not necessarily reflect the viewpoint of the Directors.

**C. CONSENT CALENDAR**

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approve Regular Board of Directors DRAFT Meeting minutes from July 6, 2022.
2. Approve Regular Board of Directors DRAFT Meeting minutes from July 12, 2022.
3. Approve Register of District Invoices.
4. Approve Resolution 2022-26 Re-Authorizing Remote Teleconference Meetings of the Legislative Body of the Town of Discovery Bay Community Services District Pursuant to the Brown Act Provisions.

**D. AREA AGENCIES AND LIAISON REPORTS / PRESENTATIONS**

1. None.

**E. PRESENTATIONS**

1. Veolia Report.

**F. DISCUSSION AND POSSIBLE ACTION**

1. Discussion and Possible Action to Approve Funding in the Amount of \$470,000 for the Clipper Drive Revitalization Project.

**G. MANAGER'S REPORT**

**H. GENERAL MANAGER'S REPORT**

**I. DIRECTOR REPORTS**

**J. DIRECTORS REGIONAL MEETING AND TRAINING REPORTS**

None.

**K. CORRESPONDENCE RECEIVED**

**L. MUNICIPAL ADVISORY COUNCIL**

1. Discussion and Possible Action Regarding Short-Term Rentals in Discovery Bay.

**M. FUTURE AGENDA ITEMS**

**N. ADJOURNMENT**

1. Adjourn to the next Regular Meeting of the Board of Directors on August 3, 2022, beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

"This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the American with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the Town of Discovery Bay, at (925) 634-1131, during regular business hours, at least forty-eight hours prior to the time of the meeting."

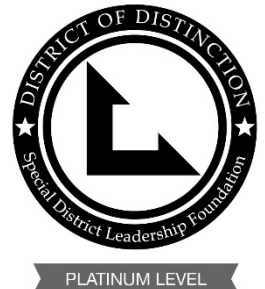
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# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

## SDLF Platinum-Level of Governance



President – Kevin Graves • Vice-President – Ashley Porter • Director – Bryon Gutow • Director – Michael Callahan • Director – Carolyn Graham

### NOTICE OF THE REGULAR MEETING MINUTES OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY Wednesday July 6, 2022

#### REGULAR MEETING 7:00 P.M.

##### A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Call business meeting to order 7:00 p.m.
2. Pledge of Allegiance led by Legal Counsel, Andy Pinasco.
3. Roll Call - all members were present.

##### B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

None.

##### C. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approve Regular Board of Directors DRAFT Meeting minutes from June 15, 2022.
2. Approve Register of District Invoices.
3. Approve Resolution 2022-25 Re-Authorizing Remote Teleconference Meetings of the Legislative Body of the Town of Discovery Bay Community Services District Pursuant to the Brown Act Provisions.

Director Gutow made a Motion to Approve the Consent Calendar as presented.

Director Graham second.

Vote: Motion Carried – AYES:5, NOES: 0, ABSTAINED: 0, ABSENT: 0

##### D. AREA AGENCIES AND LIAISON REPORTS / PRESENTATIONS

1. Supervisor Diane Burgis, District III Report.  
Presented by Dawn Morrow.
  - High concentration of Algae Blooms has been reported in Discovery Bay.
  - Contra Costa County is now offering COVID vaccinations for children under 5.
  - Environmental Health Event held at the Town of Discovery Bay Community Center – July 16<sup>th</sup> at 10 am.
2. Sheriff's Office Report.  
Presented by Lieutenant Mark Johnson.
  - 10 citations for fireworks in Discovery Bay were taken, homeowners are being cited for each firework performed.
  - A couple of ALPR camera hits were done and persons were taken into custody.
  - Store thefts - persons taken into custody, citizens are calling and taking pictures and the Sheriff's Office are following up on each of those.
3. CHP Report.  
None.
4. Contra Costa Fire Report.  
None.

**E. PRESENTATIONS**

1. None.

**F. DISCUSSION AND POSSIBLE ACTION**

1. Public Hearing to consider Town of Discovery Bay CSD Ravenswood Landscape Zone #9, Park, Lighting and Open Space Improvements District Assessment Report for the Fiscal Year 2022-2023; Continue Collection of Assessments on County Tax Roll and Adoption of Resolution No. 2022-24.

Presented by Finance Manager, Julie Carter.

- Report prepared by HERWIT Engineering recommended 5% increase for Zone 9.

Director Graham made a Motion to Adopt Resolution No. 2022-24 for Fiscal Year 2022-2023 per Staff recommendation.

Vice-President Porter second.

Vote: Motion Carried – AYES:5, NOES: 0, ABSTAINED: 0, ABSENT: 0

No public comment.

2. Discussion and Possible Action to Approve Change Order No. 2 for BSK Geotechnical Services for the Denitrification and Master Plan Upgrades Project in the amount of \$75,035.

Presented by Gregory Harris.

- Currently halfway through the project –unknown remaining risks include broken / failed rotors, equipment, and soil conditions. Currently negotiating of what is currently remaining in project.

Vice-President Porter made a Motion to accept Staff recommendation.

Director Graham second.

Vote: Motion Carried – AYES:5, NOES: 0, ABSTAINED: 0, ABSENT: 0

**G. MANAGER'S REPORT**

None.

**H. GENERAL MANAGER'S REPORT**

None.

**I. DIRECTOR REPORTS**

1. Standing Committee Reports.

- a. Communications Committee Meeting (Committee Members Michael Callahan and Carolyn Graham). July 6, 2022.

Presented by Director Graham.

- Town Hall Event Recap – suggestions for future meetings.
- Chambers of Commerce points of interest pamphlet.
- Online view statistics of Town's website and social media platforms.
- Short-term rental concern discussed will bring to Board.

- b. Parks and Recreation Committee Meeting (Committee Members Bryon Gutow and Ashley Porter). July 6, 2022.

Presented by Director Gutow.

- Pickleball Courts – Manufacturer agreed to do warranty repair of courts. A shade canopy was requested, the committee will work with staff to ensure material and placement will conform to Town's requirements.
- Clipper Drive Project – Multi-phase project will start soon.
- Landscape Manager, Bill Engelman presented a zone map of all landscaping projects

- across each zone and timeline.
- Prop 68 for Cornell Park will start late Fall timeframe.
- The County provided funds to redo the meridians near Safeway.

- c. Water and Wastewater Committee Meeting (Committee Members Kevin Graves and Ashley Porter). July 6, 2022.

Presented by Vice-President Porter.

- Update on Well 8 CEQA that will save time and money.
- Change Order for BSK Geotechnical Services.
- Discussed options for Pump Station W repairs.
- Luhdorff & Scalmanini Consulting Engineers proposal for grant funding and sourcing.

2. Other reportable items.  
None.

**J. DIRECTORS REGIONAL MEETING AND TRAINING REPORTS**

President Graves attended Conveyance Meeting in Sacramento. Contra Costa County Board of Supervisors were in attendance, the meeting was in support of not taking water out of Delta.

**K. CORRESPONDENCE RECEIVED**

**L. MUNICIPAL ADVISORY COUNCIL**

None.

**M. FUTURE AGENDA ITEMS**

**N. OPEN SESSION DISCLOSURE OF CLOSED SESSION AGENDA**

**O. CLOSED SESSION:**

**P. RETURN TO OPEN SESSION: REPORT ON CLOSED SESSION**

**Q. ADJOURNMENT**

1. Meeting adjourned at 7:30 p.m. to the next Regular Meeting of the Board of Directors on July 20, 2022, beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

"This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the American with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the Town of Discovery Bay, at (925) 634-1131, during regular business hours, at least forty-eight hours prior to the time of the meeting."

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# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

## SDLF Platinum-Level of Governance



President – Kevin Graves • Vice-President – Ashley Porter • Director – Bryon Gutow • Director – Michael Callahan • Director – Carolyn Graham

**NOTICE CALL, AND AGENDA  
OF A SPECIAL MEETING  
MINUTES OF THE BOARD OF DIRECTORS  
OF THE TOWN OF DISCOVERY BAY  
TUESDAY JULY 12, 2022**

**SPECIAL MEETING 6:00 P.M.**

**A. ROLL CALL AND PLEDGE OF ALLEGIANCE**

1. Call business meeting to order 6:00 p.m.
2. Pledge of Allegiance led by Interim Assistant General Manager, Mike Davies.
3. Roll Call – all members were present with the absence of Vice President Porter.

**B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)**

None.

**C. BUSINESS AND ACTION ITEMS**

1. Discussion and Possible Action Regarding Approval of Resolution No. 2022-27 Related to the November 8, 2022, Election for the Board of Directors.  
Discussion led by General Manager, Dina Breitstein.
  - Staff is requesting approval of the Resolution for the Board of Directors candidates to pull their papers to run for election.

No public comment.

Director Gutow made a Motion to Approve Staff's recommendation to approve the Resolution.

Director Callahan second.

Vote: Motion Carried – AYES: 4, NOES: 0, ABSTAINED: 0, ABSENT: 1

**D. ADJOURNMENT**

1. Meeting adjourned 6:03 p.m. at to the next Regular Meeting of the Board of Directors on July 20, 2022, beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

"This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the American with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the Town of Discovery Bay, at (925) 634-1131, during regular business hours, at least forty-eight hours prior to the time of the meeting."

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**TOWN OF DISCOVERY BAY  
COMMUNITY SERVICES DISTRICT  
RESOLUTION 2022-26**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE TOWN DISCOVERY BAY COMMUNITY SERVICES DISTRICT RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODY OF THE TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT PURSUANT TO BROWN ACT PROVISIONS**

WHEREAS, the Town of Discovery Bay Community Services District (the "Town") is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of the Town's legislative body are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District's legislative body conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provision for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, the Town's Board of Directors previously adopted a Resolution, Number 2021-16 on October 20, 2021, finding that the requisite conditions exist for the legislative body of the Town to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of section 54953; and

WHEREAS, as a condition of extending the use of the provisions found in section 54953(e), the Board of Directors must make findings that the Board has reconsidered the circumstances of the state of emergency that exist in the Town, and that either the state of emergency continues to directly impact the ability of the members to meet safely in person, or State or local officials continue to impose or recommend measures to promote social distancing; and

WHEREAS, on March 4, 2020, the Governor proclaimed a State of Emergency continues to exist throughout California as a result of the threat of COVID-19; and

WHEREAS, currently the dominant strain of COVID-19 in the country continues to be more transmissible than prior variants of the virus, may cause more severe illness, and that even fully vaccinated individuals can spread the virus to others resulting in rapid and alarming rates of COVID-19 cases and hospitalizations, therefore, meeting in person would present imminent risks to the health or safety of attendees and members; and

WHEREAS, the Cal-OSHA adopted emergency regulations (Section 3205) imposing requirements on California employers, including measures to promote social distancing remain in effect; and

WHEREAS, the health orders issued by the Contra Costa County Health Officer to preserve the public health, including requiring all people in Contra Costa County who aren't fully vaccinated, to adhere to indoor masking requirements, recommending measures for social distancing from non-household members for vaccinated individuals that have been exposed to COVID-19, and measures acknowledging that close contact to other persons increases the risk of transmission, remain in effect.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY COMMUNITY SERVICES DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. AB 361 Compliance. The Board of Directors began using teleconferencing in accordance with subdivision (e) of Section 54953 of the Government Code, as amended by AB 361, on October 20, 2021, and have made the requisite findings by majority vote not later than 30 days after October 20, 2021, and every 30 days thereafter.

Section 3. State of Emergency. The Board of Directors hereby reconsiders the circumstances of the current State of Emergency proclaimed by the Governor on March 4, 2020, and find that the ongoing conditions of the State of Emergency directly impact the ability of members to meet safely in person.

Section 4. Measures to Promote Social Distancing. The Board of Directors hereby finds that Cal-OSHA and the County Health Official continue to recommend measures to promote physical distancing.

Section 5. Remote Teleconference Meetings. The General Manager of the Town of Discovery Bay Community Services District is hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 6. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption.

---

Kevin Graves  
Board President

I hereby certify that the foregoing Resolution was duly adopted by the Board of Directors of the Town of Discovery Bay Community Services District at a meeting, held on July 20, 2022, by the following vote of the Board:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

---

Dina Breitstein  
Board Secretary



A vertical white bar on the left side of the page, partially overlapping the text.

# Water and Waste Water Monthly Report Town of Discovery Bay

*Presented July 2022*

# Safety & Training

Safe Work Days: 4,689

## VNA University:

Heat Stress

Ergonomics for Industrial Safety

## Weekly Safety Topics:

6/1 – Preventing Knee Injuries

6/8 – Snake & Coyote Safety and Awareness

6/15 – Hydration & re-cap Heat Stress

6/22 – Yard/Landscaping Maintenance – Weed Trimmer Safety

6/29 – Grinding & Spray Painting Safety

**Water Well  
Status**

**Willow WTP**

**01**

Active

**02**

Active

**06**

Active

**Newport WTP**

**04**

Active

**05**

Active  
(Emergency)

**07**

Active

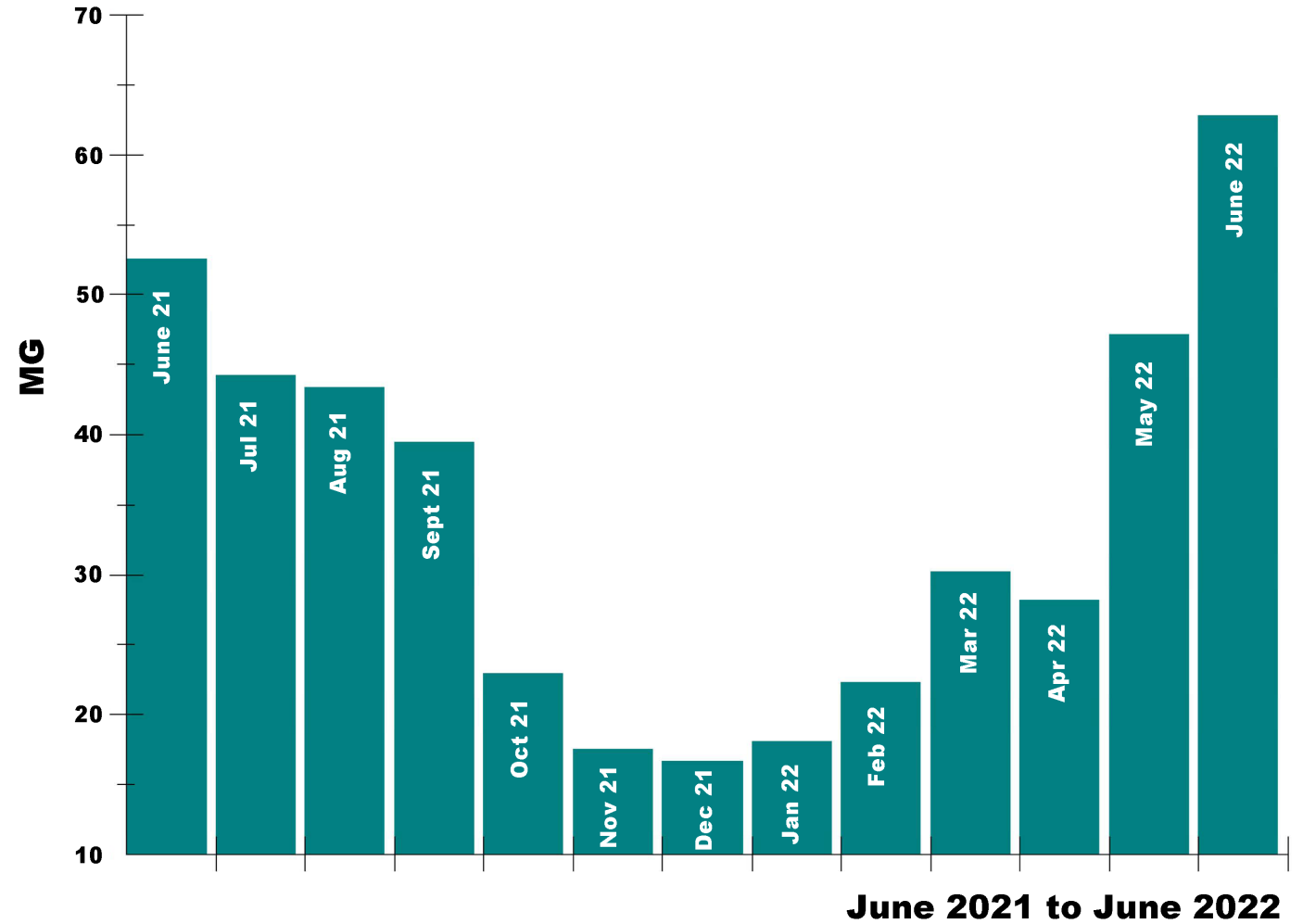
# Water Production & Chemicals

Willow WTP	Production (MG) 62.18	Chemicals (gal) (Sodium Hypochlorite) 2,425
Newport WTP	Production (MG) 48.90	Chemicals (gal) (Sodium Hypochlorite) 989
TOTAL	Production (MG) 111.08	Chemicals (gal) (Sodium Hypochlorite) 3,414

# Water Production - Willow

## Total Monthly Production

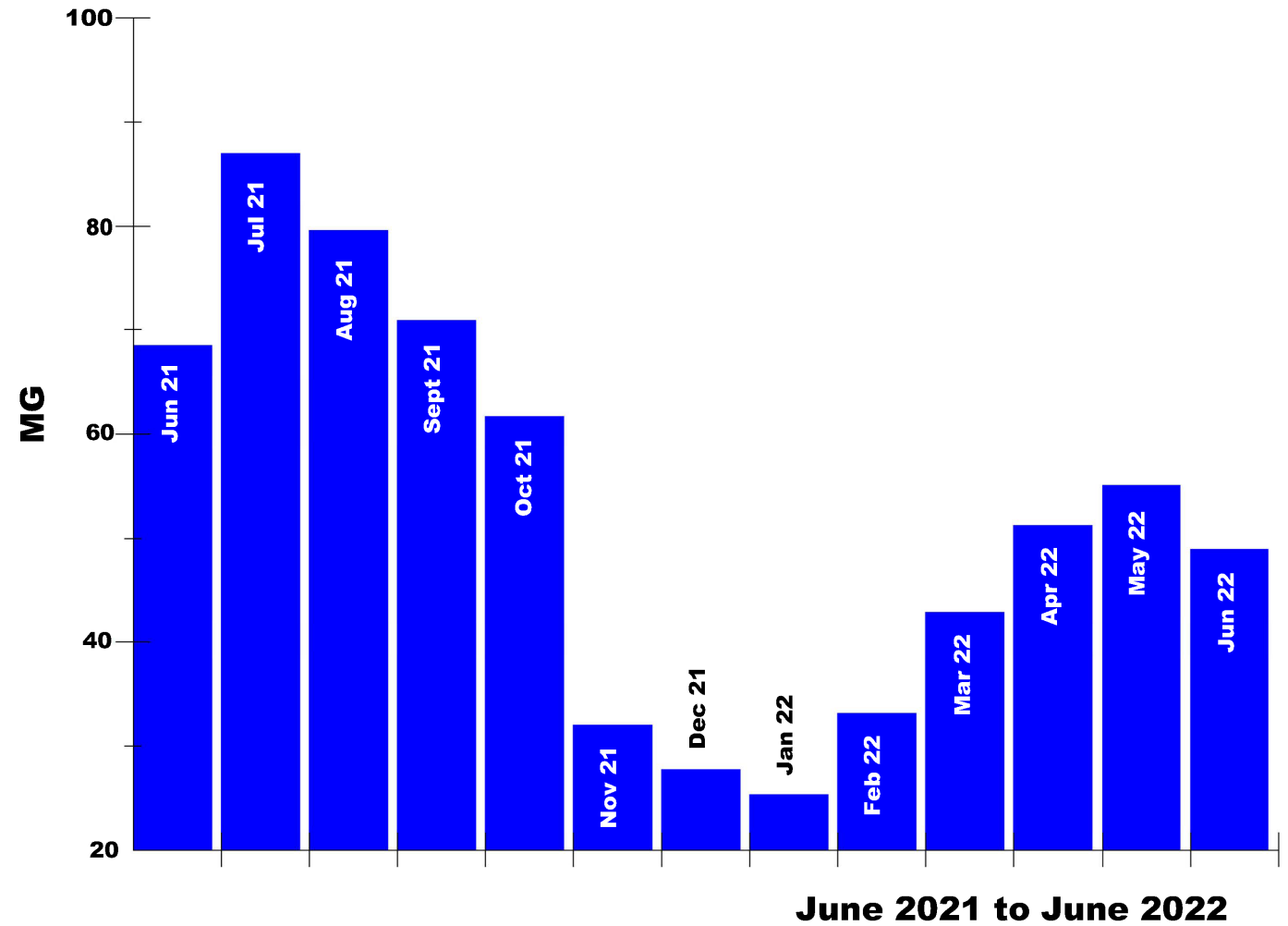
Willow WTP Total Monthly Production



# Water Production - Newport

## Total Monthly Production

Newport WTP Total Monthly Production



## Water Compliance

Coliform Samples Collected: 20

Coliform Positive Results: 0

Water Quality Complaints: 0

Hydrant Flushing: 0

Valve Exercising: 0

# Lift Station Status

**A**

Active

**C**

Active

**D**

Active

**E**

Active

**F**

Active

**G**

Active

**H**

Active

**J**

Active

**R**

Active

**S**

Active

**Newport**

Active

**Lakeshore**

Active

**Lakes**

Active

**Lakes 4**

Active

**Bixler**

Active

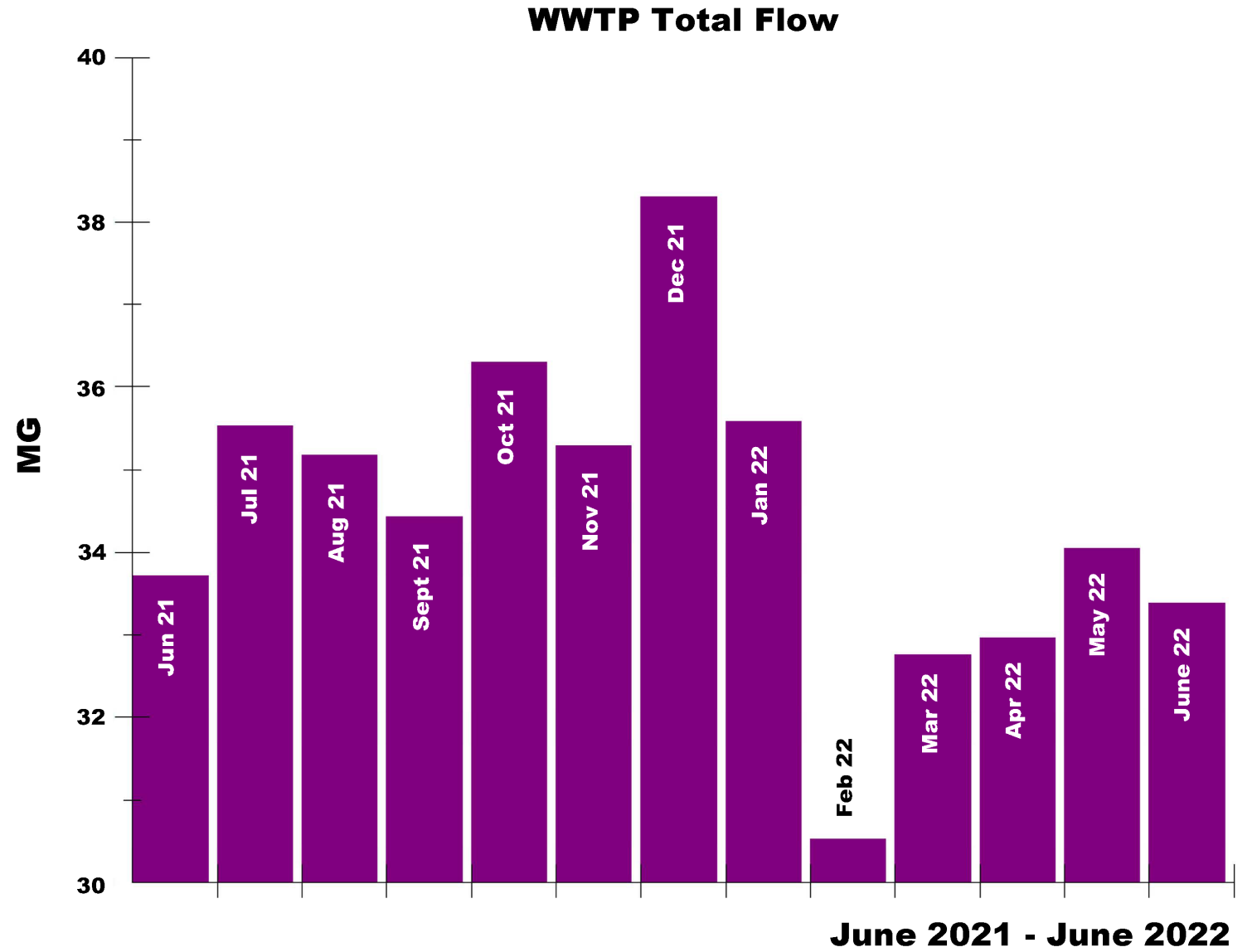


# Wastewater Flow & Chemicals

WW Plant 1	Total Flow (MG) 0	Influent Flow avg. (MG) 0	Discharge Flow avg. (MG) 0
WW Plant 2	Total Flow (MG) 33.39	Influent Flow avg. (MG) 1.09	Discharge Flow avg. (MG) 1.11
	Last Year Flow (MG) 32.87	Polymer (gal) 0	Alum (gal) 0

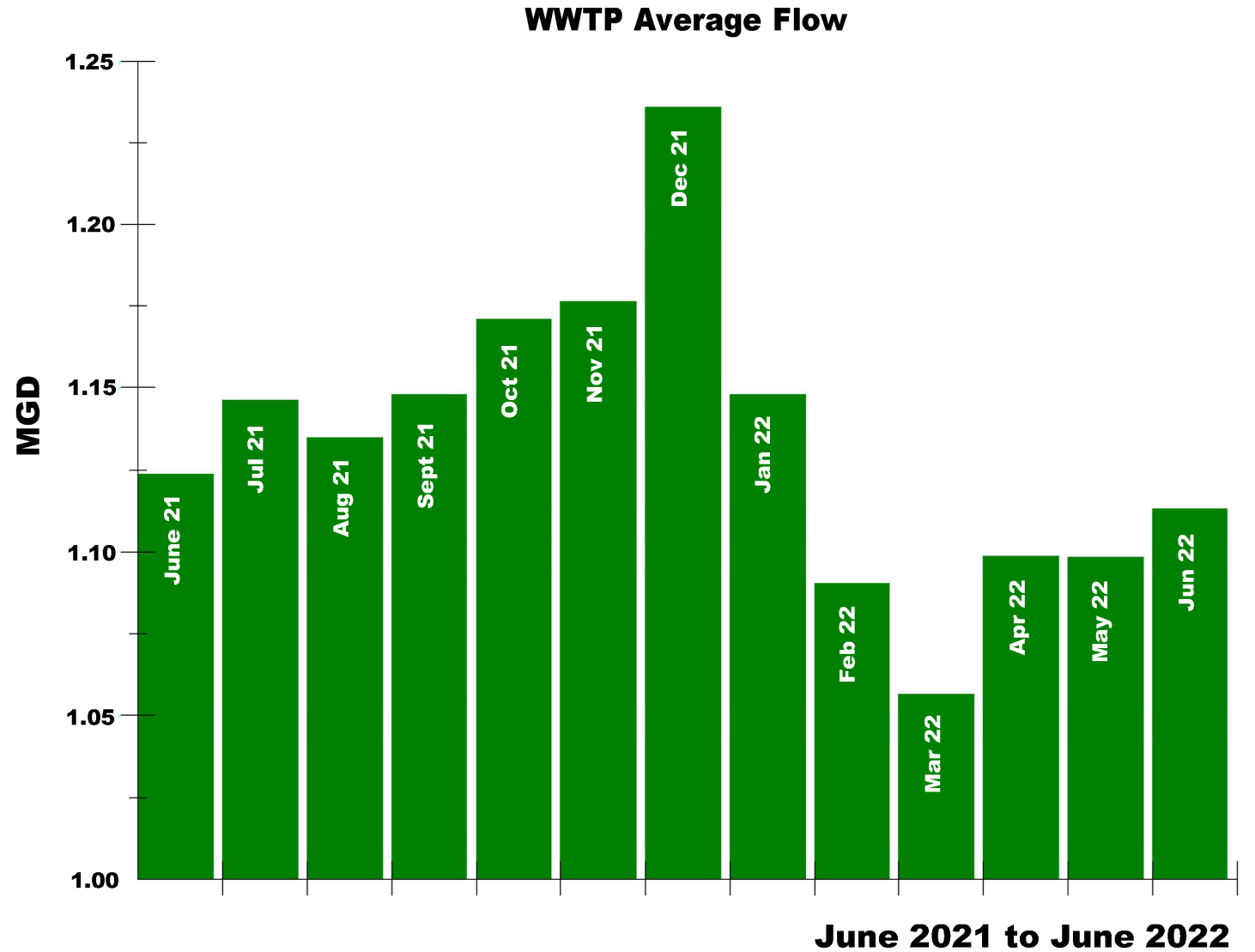
# WWTP 2

## Total Monthly Flow



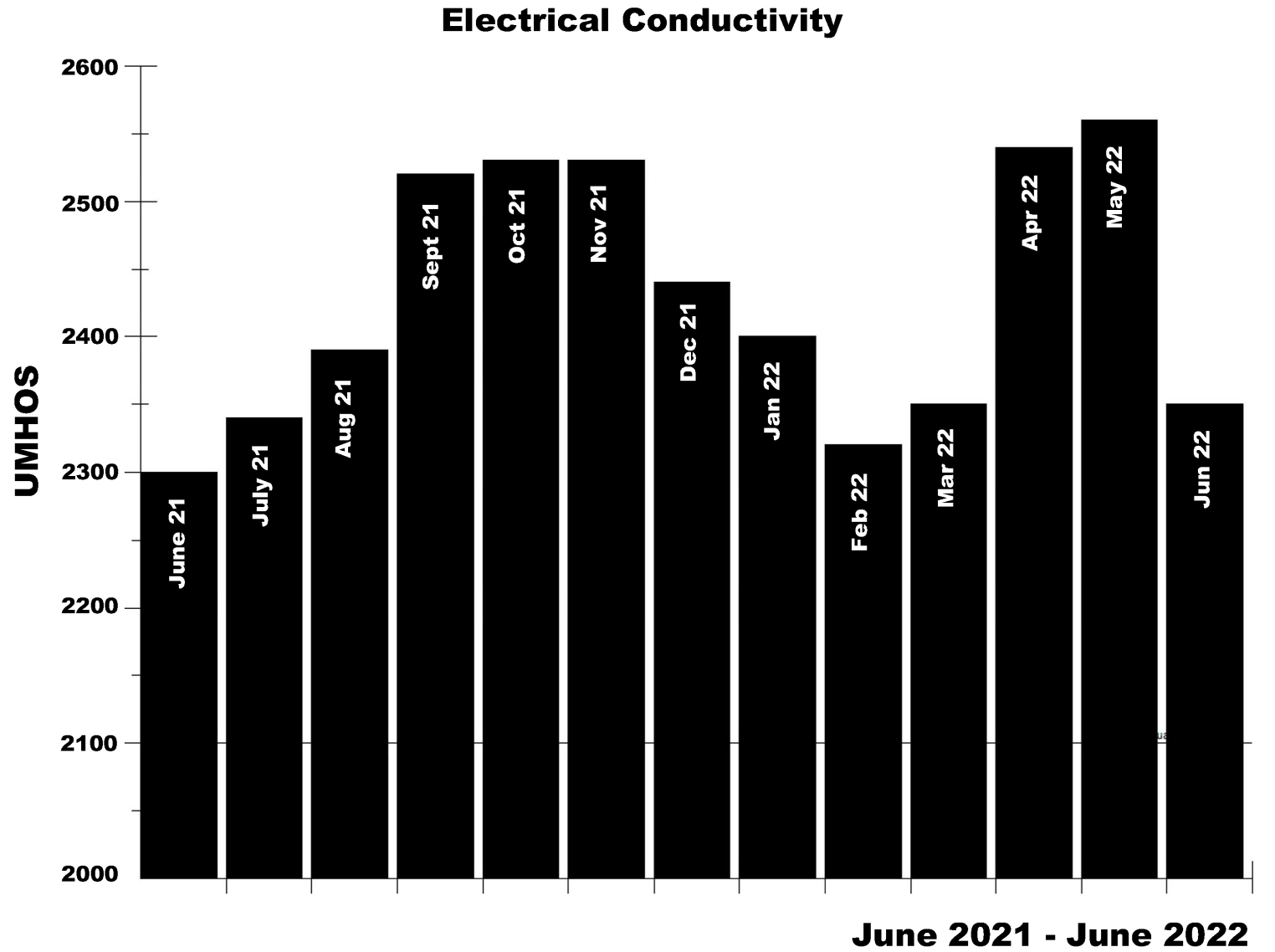
# WWTP 2

## Average Discharge Flow



# WWTP 2

## Monthly Conductivity



## Wastewater Compliance

Effluent BOD<sub>5</sub>, mg/L < 10: 1.3

Effluent TSS, mg/L < 10: 1.4

Total Coliform 7 day median < 23: ND

Total Coliform daily max < 240: ND

Eff NTU daily avg < 2: 1

Eff Ammonia (N), mg/L < 8.4: ND

Removal BOD<sub>5</sub>, monthly > 85%: 99.5%

Removal TTS, monthly > 85%: 99.6%

Conductivity annual avg < 2,400: 2,420

## Maintenance & Improvements

SSOs: 0

Customer Inquires: 0



# Town of Discovery Bay

*"A Community Services District"*

## STAFF REPORT

**Meeting Date**

July 20, 2022

**Prepared By:** Bill Engelman, Parks and Landscape Manager

**Submitted By:** Dina Breitstein, General Manager

### Agenda Title

Discussion and Possible Action to Approve Funding in the Amount of \$470,000 for the Clipper Drive Revitalization Project.

### Recommended Action

Approve expenditures for the Clipper Drive Revitalization Project in the amount of \$470,000, with a not to exceed limit of \$370,000 from the Hofman settlement fund; and authorize the General Manager to execute any and all contracts and purchases associated therewith.

### Executive Summary:

The Clipper Drive Revitalization Project ("Project") is set to commence this fall. The Project has been in the conceptual stage since the submission of the Competitive Grant ("Grant") in 2021. As the Board is aware, the community had significant input in developing ideas for revitalizing Clipper Drive, and staff has created a Project design in concert with those ideas. The areas to address are as follows:

- Wall aesthetics
- The walking path
- General condition of the landscape
- Additional amenities and lighting

With the input from the Parks and Recreation Committee regarding design, as well as the Finance Committee input regarding funding, it was recommended Staff prepare a phasing strategy with associated costs for each phase. Below is the phasing schedule and associated budget:

### Summary of Estimates:

Phase 1: Wall Panels and plant material	\$ 85,000
Phase 2: Path, dryscape and boulder seating	\$175,000
Phase 3: Dog waste stations and trash receptacles	\$ 15,000
Phase 4: Solar bollard lighting	\$ 95,000
All Phases - Additional Amenities & Enhancements	\$100,000
<b>Total Project Estimate</b>	<b>\$470,000</b>

At the April Finance meeting, the Committee recommended that funds not to exceed \$370,000 be allocated to the Clipper Drive Project from the Hofman settlement fund. In addition, the Town has \$100,000 of carryover funding from fiscal year 2021-22 to apply to this Project. Total Project cost for approval is a not to exceed \$470,000.

### Attachments

1. Landscape plans and images

**AGENDA ITEM: F1**

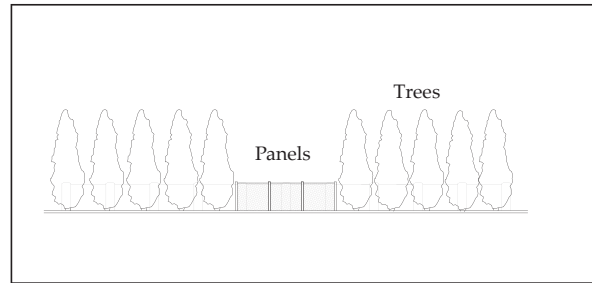


# Phasing Strategy for Clipper Drive Redesign

## Phase 1: Wall Aesthetics

Solution: Landscape Panels and Trees

Panels and Trees to be integrated into existing vegetation and landscape to create a pattern



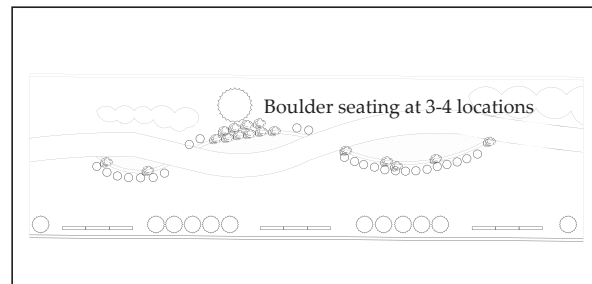
## Phase 2: Path Solution and Boulder Seating

Option A

"Widened" walk

Existing walk

Keep current concrete walk and "widen" it by using decomposed granite in a flowing pattern



Option B

New decomposed granite walk

Remove current walk and replace with an 8' decomposed granite meandering walk

Phase 3: New dog waste and trash receptacles, general dryscape, painting of utility boxes

Phase 4: Solar bollard lighting





## Discovery Bay Short Term Rentals

### Numerous Reports of

- Loud parties and amplified music late into the night/early morning\*
- Parking congestion\*
- Litter and garbage in the street, in the water and in neighbors' yards
- Unsafe boating
- Vandalism
- Fireworks

### Suggested Ordinance Updates

- Pursue permit verification on short term rentals advertised on sites such as Airbnb, VRBO, etc. Non-compliance letters sent to owners if not permitted
- First offense fine of operating without a permit be increased to \$1000 which is now the 2<sup>nd</sup> offense fine
- Violations of Ordinance 2020-12 be enforced, and fines issued
- Ordinance amended to prevent high percentage of the number of permits in Discovery Bay as a whole or on individual streets
- Ordinance amended to require California Boater Card (CBC) (per state law), if a boat or any watercraft will be used by the renter
- A portion of fines and permit monies be earmarked for Discovery Bay parks and recreation to offset the negative impacts of short term-term rentals
- Include fireworks and vandalism in the ordinance

\*Indicates currently included in CCC rental ordinance

**Below are the Regulations and Operational Standards for Short-Term Rentals.**

88-32.602 Short-term rental regulations.

- a) No more than one short-term rental may be operated on any lot.
- b) A residential dwelling unit located within a building that contains five or more dwelling units may not be operated as a short-term rental.
- c) A non-hosted short-term rental may not be rented for more than 90 days in a calendar year. A hosted short-term rental may not be rented for more than 180 days in a calendar year. The maximum number of days a short-term rental may be rented in a calendar year is 180 days.
- d) The overnight guest occupancy of a short-term rental may not exceed two persons per bedroom, plus two additional persons. Children under the age of 12 are not counted towards the total number of guests.
- e) A short-term rental with three or fewer bedrooms for rent must include at least one off-street parking space available for use by guests. A short-term rental with four or more bedrooms for rent must include at least two off-street parking spaces available for use by guests. The required off-street parking spaces must be located on the same lot as the short-term rental, but may be located within the lot's setback area. The maximum number of guest vehicles permitted at a short-term rental is equal to the number of off-street parking spaces available for use by guests.

88-32.604 Operational standards

- a) Excessive traffic to and from the short-term rental that significantly impairs the quiet enjoyment of neighboring properties is prohibited.
- b) Excessive noise that significantly impairs the quiet enjoyment of neighboring properties is prohibited. The amplification of sound by any device outside the short-term rental is prohibited. Quiet hours during which noise must be restricted to the interior of the short-term rental shall be between 10 p.m. and 7 a.m. the following morning.
- c) The obstruction of any public right-of-way, road, street, highway, or private road is prohibited.
- d) The overnight guest occupancy of a short-term rental may not exceed that approved by the permit. No more than 20 persons, including children, may gather at a short-term rental at any time.