

**MINUTES OF THE SHORT TERM RENTAL AD HOC COMMITTEE
OF THE CITY OF GALVESTON
REGULAR MEETING - JULY 30, 2025**

7/30/2025 - Short Term Rental Ad Hoc Committee Minutes

1. Declaration of a quorum and call meeting to order

Chair Claire Reiswerg declared a quorum and called the meeting to order at 1:00 p.m.

2. Roll Call

Present: Committee Members Debra Burkley, Sheila Lidstone, David Bloom, Joseph Spencer, and Claire Reiswerg; Stakeholder Members Christine Bryant, Liz Overton, and Robert Zahn; Tim Tietjens (City Staff); and Bob Brown (City Council).

Absent: Committee Members Dominique Brown and Ted Shook; Stakeholder Member Chris Wren.

3. Consider Approval Of Meeting Minutes

3.A Draft Minutes - July 23, 2025

Sheila Lidstone made a motion to approve the July 23, 2025 meeting minutes, with David Bloom seconding the motion. Unanimously approved by the voting members present.

4. Public Comment

Members of the public may address the Committee. Speakers will be limited to three minutes.

No public comments were received.

5. Discuss best practices, compliance and enforcement measures for STR operators/owners including registration and HOT compliance for recommendations to City Council

Chair Claire Reiswerg advised that the discussion on density restrictions will be deferred to a future agenda to allow proper focus. For now, the committee will continue reviewing the current ordinance from Legal. Density, parking (from Tim), and related topics will be addressed separately later.

The committee reviewed the draft STR ordinance paragraph by paragraph to identify

gaps and development recommendations for City Council.

License Fee

- Should the cost of the registration fee be based on the size of the house?
- City review before the license is issued will be more expensive - a simple process is less expensive.
- The City charges a 3.4% flat administrative fee.
- Combine section (d) (2) through (4) (Xochitl).
- Will staff look at each renewal?
- Should we have a two-year license?
- information on application - is this a renewal? Have there been any changes to the STR unit? If no changes, it could go to the express lane.
- No changes in the registration process for Dec. 31 renewals. The new registration process would take effect in Dec 2026 or after Council approves the ordinance.

Nonconformity

- Eliminate section - it is already covered in the LDRs.

Minimum standards of conduct

- (a) replace grass yard with unimproved surface; refer to LDRs for definition of unimproved surface;
- Last sentence of paragraph - add "or alley" so it reads "or any street or alley in such a way to impede travel by the public".
- (c) Xochitl will work on corrections and bring back to the committee.
- (e) Citizens who wish to report violations should call the hotline.
- Standards of conduct should be posted in the STR's.

6. Suggested future agenda items by Committee Members

7. Decide Next Meeting Time and Date

Next meetings:

- August 5, 2025 - Noon to 3:00 p.m.
- August 15, 2025 - 9:00 a.m. to 1:00 p.m.

8. Adjournment

The meeting was adjourned at 3:04 p.m.

A handwritten signature in blue ink, appearing to read "J. Williams". The signature is fluid and cursive, with the first letter "J" being particularly large and stylized.

Janelle Williams, City Secretary
Date Approved: August 5, 2025