

**NOTICE OF MEETING
SHORT TERM RENTAL AD HOC COMMITTEE
OF THE CITY OF GALVESTON
FRIDAY, SEPTEMBER 5, 2025 - 10:00 AM
CITY HALL - ROOM 100
823 ROSENBERG
GALVESTON, TEXAS 77550**

REGULAR MEETING AGENDA

1. Declaration of a quorum and call meeting to order
2. Roll Call
3. Consider Approval Of Meeting Minutes

3.A Draft Minutes - August 15, 2025
4. Public Comment
Members of the public may address the Committee. Speakers will be limited to three minutes.
5. Discuss best practices, compliance and enforcement measures for STR operators/owners including registration and HOT compliance for recommendations to City Council
6. Discuss enforcement, websites and data presented on websites
7. Suggested future agenda items by Committee Members
8. Date and Time of Next Meeting
9. Adjournment

I certify that the above Notice of Meeting was posted in a place convenient to the public in compliance with Chapter 551 of the Texas Government Code on 08/26/2025 at 1:20PM

Janelle Williams

Janelle Williams, City Secretary

Please note that members of the City Council may be attending and participating in the discussion.

In accordance with the provisions of the Americans with Disabilities Act (ADA). Persons in need of special accommodation to participate in the proceeding shall, within 3 days prior to any proceeding, contact the City Secretary's Office, 823 Rosenberg, Galveston, Texas (409) 797-3510.

Draft-Pending Approval
**MINUTES OF THE SHORT TERM RENTAL AD HOC COMMITTEE
OF THE CITY OF GALVESTON
REGULAR MEETING - AUGUST 15, 2025**

8/15/2025 - 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 9:00 a.m.

2. Roll Call

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

Absent: Committee Member Debra Burkley and Stakeholder Member Chris Wren.

3. Consider Approval Of Meeting Minutes

3.A Draft Minutes - August 5, 2025

Ted Shook made a motion to approve the August 5, 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

The committee discussed key areas of communication related to STRs:

- 1. To Guests – Often unaware of rules like quiet hours, occupancy limits, parking, etc.**
- 2. To Operators – Inadequate education about responsibilities, regulations, and correct registration.**
- 3. To the Community – Lack of clarity about the system, complaint process, and what to expect from nearby STRs.**

4. To Owners – Especially when different from the operator or registered as LLCs. Accurate ownership information is crucial for enforcement and compliance.

Problem Identified: Many registrations have inaccurate or missing owner info. Property managers sometimes list themselves as owners.

Proposed Solutions:

- **Include a clause in the ordinance: Misrepresentation of ownership may result in denial or suspension.**
- **Add ownership verification to registration and renewal applications.**
- **Make it a sworn self-certification.**
- **Add a potential penalty (like denial for one year).**
- **Clarify how LLC ownership should be disclosed transparently.**

The committee discussed the completion calendar, education (guests, operators, and community), and website.

Community Education - What to Communicate:

- **Value of STRs to the local economy.**
- **Clear complaint process (e.g., hotline vs. 911).**
- **Basic STR rules (noise, occupancy, parking, etc.).**
- **Where to find the ordinance and information.**
- **Expectations for STR behavior in neighborhoods.**
- **FAQ specifically for residents.**

How to Communicate:

- **Water bill inserts**
- **Galveston Daily News (GDN)**
- **Social media (City and park board accounts)**
- **City and park board websites**
- **Municipal access channel (Muni channel)**
- **Community bulletin boards**
- **HOA and neighborhood association newsletters**
- **Community groups (e.g., Rotary)**
- **City Council updates**
- **Door knocking/local flyers**
- **Yard signs (temporary, not permanent)**
- **STR map showing locations and density (for transparency)**

Operator Education - What to Communicate:

- Rules and regulations
- GBR registration process
- What to post inside the unit (e.g., quiet hours, contacts)
- Process if a complaint is made
- How to be a “good neighbor”
- Where to find help or ask questions
- FAQs specific to operators
- STR code of conduct
- Create a video orientation (short, mandatory to watch) - Possibly integrated into the registration system with required viewing and comprehension questions.

Guest Education - What to Communicate:

- Local expectations (noise, trash, parking)
- How to behave like a local
- Contact number for issues
- “Good Neighbor” brochure inside each unit

Key Takeaways & Next Steps:

- Add language to ordinance on owner misrepresentation.
- Strengthen operator registration with more verification and orientation.
- Launch a comprehensive education campaign for residents and operators.
- Update and maintain online resources for clarity, transparency, and ease of access.
- Create STR FAQs for both residents and operators.
- Enhance system oversight to flag errors in registrations automatically.

6. Suggested future agenda items by Committee Members

Chair Claire Reiswerg provided a draft schedule of agenda topics for the next five meetings.

7. Date and Time of Next Meeting

The following meeting dates and times were scheduled:

- Meeting #1 - August 22nd - 9-11 am
- Meeting #2 - September 5th - 10 am - 12 pm
- Meeting #3 - September 12th - 1-3 pm
- Meeting #4 - September 19th - 9-11 am

- **Meeting #5 - October 13th - 2-4 pm**

The committee discussed holding a town hall meeting at Galveston College the week of October 7th - 9th.

8. Adjournment

The meeting was adjourned at 10:59 a.m.

Janelle Williams, City Secretary

Date Approved: