



# Monterey County

**Item No.**

## Board Report

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

**Legistar File Number: A 20- 375**

**September 22, 2020**

**Introduced:** 8/19/2020

**Current Status:** Agenda Ready

**Version:** 1

**Matter Type:** General Agenda Item

- a. Approve and authorize the Treasurer-Tax Collector to sign and execute a standard Agreement with Host Compliance, Inc. for the provision of short-term rental compliance monitoring and associated services in the amount of \$51,534 for Fiscal Year (FY) 2020-21, for a maximum County obligation of \$51,534, retroactive to July 1, 2020 for the term July 1, 2020 through June 30, 2021; and
- b. Approve the Treasurer-Tax Collector's recommendation to non-standard limitation on liability provisions within the agreement; and
- c. Approve and authorize the Treasurer-Tax Collector, through June 30, 2023, to sign and execute future agreements with Host Compliance, Inc. containing substantially identical terms, including non-standard limitations on liability provisions, (i) when the cumulative value does not exceed 10% of the original amount of the agreement; and (ii) subject to review and approval by County Counsel.

**RECOMMENDATION:**

It is recommended that the Board of Supervisors:

- a. Approve and authorize the Treasurer-Tax Collector to sign and execute a standard Agreement with Host Compliance, Inc. for the provision of short-term rental compliance monitoring and associated services in the amount of \$51,534 for Fiscal Year (FY) 2020-21, for a maximum County obligation of \$51,534, retroactive to July 1, 2020 for the term July 1, 2020 through June 30, 2021; and
- b. Approve the Treasurer-Tax Collector's recommendation to non-standard limitation on liability provisions within the agreement; and
- c. Approve and authorize the Treasurer-Tax Collector, through June 30, 2023, to sign and execute future agreements with Host Compliance, Inc. containing substantially identical terms, including non-standard limitations on liability provisions, (i) when the cumulative value does not exceed 10% of the original amount of the agreement; and (ii) subject to review and approval by County Counsel.

**DISCUSSION:**

The Treasurer-Tax Collector utilizes Host Compliance, Inc. for short-term rental compliance monitoring and associated services. The Treasurer-Tax Collector has successfully utilized this service via annual agreements since Fiscal Year 2016-17. The service provides an important tool for the identification, registration and monitoring of short-term rentals and assists in ensuring the timely collection of Transient Occupancy Tax. The Agreement is for a base one-year period; the authorization to allow the Treasurer-Tax Collector the option to enter into two additional similar contract periods under similar terms would allow seamless performance and avoid the potential

Legistar File Number: A 20-375

---

interruption in service for the near future.

OTHER AGENCY INVOLVEMENT:

This service is utilized by the Monterey County Treasurer-Tax Collector Office as a component of identification, registering, and monitoring of short-term rentals as well as pursuing the collection of Transient Occupancy Tax. County Counsel has reviewed this report and recommended that the department seek Board approval for the non-standard limitation of liability provisions.

FINANCING:

Costs for services through the Host Compliance Services Agreement have averaged \$56,700 per year since FY 2016-2017. Related FY 2020-21 charges are included in the submitted budget and there is no additional impact on the General Fund.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

*The Host Compliance, Inc. web application assists Tax personnel to more fully research and identify providers of short-term rental services and helps ensure a more effective and efficient process for managing the process.*

Mark a check to the related Board of Supervisors Strategic Initiatives

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

DocuSigned by:  
  
FBDBDACA1426466...

Prepared by: Joy Willett, Administrative Services Officer, ext. 6072

DocuSigned by:  
  
16066971D0D0492...

Approved by: Mary A. Zeeb, Treasurer-Tax Collector, ext. 5015

Attachments:

- Board Report
- Host Compliance Standard Agreement
- Host Compliance Scope, Payment Provisions
- Host Compliance Liability Statement