MID-MAY

JLARC Lodging Tax report for previous year is due

JUNE:

Arrange a July meeting of the LTAC (doodle poll)

JULY:

LTAC meets to review draft application and establish deadlines and meeting dates

JANUARY:

LTAC Contracts prepared and signed by funded agencies.

DECEMBER:

Council approves LTAC recommendations as part of Operating Budget adoption process

NOVEMBER:

LTAC recommendations go to public hearing as part of operating budget process

Lodging Tax

Advisory
Committee
Cycle

LATE JULY:

LTAC application and webpage updated.

JULY - AUGUST:

Finance Manager provides current year receipts and estimate of funding available for the next year in preparation for LTAC meeting

EARLY AUGUST:

LTAC application period opens. Application posted online. Press release/social media and Previous applicants notified

LATE OCT/EARLY NOV:

LTAC recommendations presented to Council as part of operating budget presentation

EARLY OCTOBER:

LTAC reviews applications and make funding recommendations to Council. Applicants are notified.

LATE SEPTEMBER:

LTAC application process ends.