

**Meeting Minutes**  
**Lodging Tax Advisory Committee (LTAC) Meeting #2**  
**6:00 pm, October 25, 2021**

Present: Councilmembers' Kirsten Hytopoulos (Chair, Voting) and Joe Deets (Vice-Chair, Non-voting), Bill Corbin (eligible Lodging Business Representative), Denise Dumouchel (eligible Recipient Organization representative), Shannon Fitzgerald (eligible Lodging Business Representative). Not Present: Peter Raffa (eligible Recipient Organization representative)

Call to Order

The Chair welcomed LTAC members and called the meeting to order at 6:03pm. She advised that, a) public comment will not be taken, and b) this meeting is a check-in in preparation for the work ahead.

Acceptance of the Agenda

Motion to approve the agenda was made (Dumouchel), and seconded (Corbin). Motion passed unanimously.

Conflict of Interest Disclosure

None declared.

Discussion

It was noted the City has an award total of \$350,000. Fourteen requests were made for those funds, totaling \$667,155. Members commented on the increase in detail provided by the applicants in this round compared to those presented last time. Because some of the applications are linked together, it was agreed that the Chair will request information to enable Members to better understand that linkage.

In terms of the amount of time to be allocated for each applicant, it was agreed that a hard stop will be made at 15 minutes. Applicants can lead with a presentation, but they are encouraged to keep it short (preferably three minutes, but a maximum of five) to enable sufficient time for questions and answers.

Upcoming Meeting

The next meeting is scheduled for Wednesday, November 3<sup>rd</sup>, from 4:00 pm to 7:00 pm, for the applicant presentations.

Adjournment

The meeting was adjourned at 7:00 pm

Approved Unanimously 11/3/2021