



## San Luis Obispo County Tourism Business Improvement District Conversion Timeline

August 6, 2025

Action	Date	Responsible Party
<b>Stakeholder Outreach &amp; Survey Deployment</b>		
Draft survey and outreach plan	August 2025	Civitas, H1TA
Form Steering Committee; hold initial Steering Committee meeting	August 2025	Civitas, H1TA
Outreach, education, and consensus building with lodging businesses	August – December 2025	H1TA, Steering Committee, Civitas
H1TA Board Special Meeting to review draft survey and outreach plan	August 20, 2025	Civitas, H1TA
County staff review of survey and outreach plan	August 2025	County
Deploy survey to lodging business owners	September - October 2025	H1TA
Analysis of survey results	November 2025	Civitas, H1TA, County
Meetings with County staff to review survey results	November - December 2025	Civitas, H1TA, County
<b>Document Drafting &amp; Review</b>		
Draft Service Plan	January 2026	Civitas, County, Steering Committee
<b>Draft initial draft Management District Plan (MDP)</b>	January 2026	Civitas
Submit draft MDP to Steering Committee for review	February 2026	Civitas, Steering Committee
Submit draft MDP and Petition to County; ongoing review	March 2026	Civitas, County
Final MDP and Petition approved by County	April 2026	County
Renew '89 District	April – June 2026	County
<b>Petition Drive</b> (District parameters & MDP <u>must</u> be finalized before collecting petitions)		
<b>Collect signed petitions from lodging business owners</b>	April – June 2026	Steering Committee
Submit Petitions totaling over 50% of assessment to County	June 2026	Steering Committee, County
<b>Hearing Process &amp; Protest Period</b>		
'89 District renewed	July 1, 2026	County
<b>Board of Supervisors – Resolution of Intention</b> <ul style="list-style-type: none"> <li>Resolution of Intention to Form '94 District (<i>Can be on Consent Calendar</i>)</li> </ul>	July 2026	County
<b>Mail</b> <ul style="list-style-type: none"> <li>Notice of Public Meeting/Hearing - <i>Typically mailed 1 day after ROI is adopted. Must be mailed 45 days before public hearing.</i></li> </ul>	July 2026	Civitas, County

<b>Board of Supervisors – Public Meeting</b> <ul style="list-style-type: none"> <li>Public Meeting – No action required - <i>Must be held at least 10 days after Notice of Public Meeting/Hearing is mailed and at least 7 days before Public Hearing is held.</i></li> </ul>	August 2026	County
Initiate steps to disestablish '89 district	August – September 2026	County
<b>Board of Supervisors – Public Hearing</b> <ul style="list-style-type: none"> <li>Public Hearing &amp; Adopt Resolution of Formation - <i>Must be held at least 45 days after Notice is mailed.</i></li> </ul>	September 2026	County
<b>Administration</b>		
'89 District disestablished	September 30, 2026	'89 District
'94 District begins collecting assessment	October 1, 2026	'94 District

*\*The San Luis Obispo County Board of Supervisors generally meets twice a month on Tuesdays at 9a.m at 1055 Monterey St, San Luis Obispo, CA 93408.*