



Grinnell Hotel and Motel Tax Committee
Tentative Agenda
Tuesday, November 26, 2019
12:00 pm
2ND Floor Conference Room of City Hall

Roll Call:

Cirks ___ Lang ___ Nowasell ___ Smith ___ Spriggs ___ White ___ Wright ___

1. Call Meeting to Order
2. Approve Agenda
3. Approve minutes from September 24, 2019.
4. Monthly Budget Report
5. Approve bills for December 2, 2019 council meeting:
 - 2020 Chamber Membership Dues \$1,165.00
6. Review Proposed FY21 Budget
7. CVB Monthly Report
8. Consider request from the Grinnell League of Women Voters to place 37 banners at the end of March/early April and/or early August.
9. Inquiries
10. Adjournment

Grinnell Hotel and Motel Tax Committee
Minutes
Tuesday, September 24, 2019

Roll Call: Smith, Spriggs, White, Wright. Absent: Cirks, Lang, Nowasell.

Also present: Monica St. Angelo, Rachael Kinnick, Kendra Tucker, Kay Cmelik, and Ann Wingerter.

1. Smith called the meeting to order at 12:01 p.m.
2. White made the motion, second by Wright to approve the agenda. AYES: All. Motion carried.
3. Wright made the motion, second by Spriggs to approve the minutes from August 27, 2019. AYES: All. Motion carried.
4. The monthly budget report was reviewed by the committee. No action was taken.
5. White made the motion, second by Wright to approve bills for the October 7, 2019 council meeting as follows:

• Chamber of Commerce, qtrly pymt	\$ 7,287.50
• Chamber of Commerce, mtg registration	\$20.00
• GAAC, ongoing programming	\$ 6,402.89

AYES: All. Motion carried.

6. Kendra Tucker presented the CVB Monthly Report. Noted items: web interactions were up to where they typically are compared to August, finalizing September 29th Prairiepalooza, held initial Holidays in Grinnell meeting and doing some expansion from what done last year, pointed out the picture of the new inside banners.
7. Monica St. Angelo gave a report on Grinnell Area Arts Council activities. Noted items: junior musical, Little Shop of Horrors musical, Music in the Park – taking feedback on types of music, invitational artists market, Jean Berry’s Retrospective, Anna Crowley Ford event, update of online presence.
8. Wright made the motion, second by Spriggs to approve the mini-grant application – Kites over Grinnell. AYES: Wright, Spriggs, Smith. Abstain: White. Motion carried.
9. Inquiries: White commented that a mural being painted on the side of the former China Sea building.

Wright stated that a 20th Anniversary party for Grinnell College Museum of Art will be held on Friday, September 27th at the Bucksbaum Center for Arts.

10. The meeting was adjourned at 12:30 p.m.

Respectfully submitted by
Ann Wingerter, Secretary for the Committee

HOTEL AND MOTEL COMMITTEE BUDGET FY 20
November 26, 2019

		2018-19 ACTUAL	2019-2020 BUDGET	2019-2020 YTD ACTUAL	Proposed Bills List 12/02/2019	2019-2020 REMAINING BUDGET	
Beginning Balance		\$ 227,032	\$ 245,869	\$ 245,869			
Revenues:							
145-3.550.2.4705	Holiday Light Donation	\$ 13,605	\$ -	\$ -		-	
145-3.550.2.4780	Other Miscellaneous Revenue <i>sale of trees</i>	2,756	500	-		-	
145-3.550.4.4085	Hotel/Motel Tax	399,590	431,800	105,603		-	
145-3.550.4.4300	Interest Earned	2,239	1,000	510		-	
145-3.910.4.4790	H&M - Trans In (Interna	-	-	-		-	
Total Revenues		\$ 418,190	\$ 433,300	\$ 106,113		\$ -	
Expenditures:							
145-4.550.1.6020	Part Time Salaries	29,119	38,478	18,948	-	19,530	
145-4.550.1.6210	Dues, Memberships	1,142	2,000	-	1,165	835	
145-4.550.2.6413	Pymts to Agencies/Hotel Grin	75,843	73,000	-	-	73,000	REBATE TO GRINNELL CTR LLC
145-4.550.2.6414	Music in the Park	-	-	-	-	-	
145-4.550.2.6421	Consultation & Prof Fees	-	-	32,506	-	(32,506)	HWY 146 BRIDGE ENHANCEMENTS
145-4.550.2.6508	Postage and Shipp	-	50	-	-	50	
145-4.550.2.6513	Misc Supp - Trees	15,006	7,000	-	-	7,000	TREES/FLOWERS OTHER DWTN
145-4.550.2.6525	GAAC - Events/heads/beds	13,040	15,000	6,403	-	8,597	
				6,403	-		15,000 BEG RETIRING CONTRIBUTION?
145-4.550.2.6526	Project Development/other exp	14,838	25,000	1,928	-	23,072	
				1,928	-		15,000 CBD RECRUITMENT DWTN ONLY
				-	-		10,000 EVENT RECRUITMENT/HOST
145-4.550.2.6527	Fees for Service	37,391	41,150	15,117	-	26,034	
				14,575	-		29,150 CVB SERVICES
				-	-		9,300 PROJECTS/PROMOTIONS
				170	-		2,000 OTHER PROMOTIONS, MTGS ETC
				372	-		700 MUSIC LICENSE FEE
145-4.550.2.6528	Mini-Grant Awards	1,500	5,000	1,500	-	3,500	
145-4.550.2.6529	Fireworks	12,500	12,500	-	-	12,500	
145-4.550.2.6530	Fire Convention	20,000	20,000	-	-	20,000	2ND YEAR CONTRIBUTION
145-4.550.3.6727	Projects	46,013	45,000	61,340	-	(16,340)	
				17,858	-		30,000 CENTRAL EVENTS/ENTERTAINMENT
				2,183	-		10,000 CP Holiday lights and wiring etc.
				41,299	-		5,000 HWY 146 ENHANCEMENTS
Total Expenditures		\$ 266,392	\$ 284,178	\$ 137,741	\$ 1,165	\$ 145,272	
145-4.910.5.6911 TRANSFERS							
		\$ 132,961	\$ -	\$ -	\$ -	\$ -	
			37,500	-	-	37,500	37,500 GEN FUND TRANS
			25,000	-	-	25,000	25,000 SPORTS AUTHORITY 009
			-	50,952	-	(50,952)	50,952 SKATEPARK
			50,000	-	-	50,000	50,000 BIKE TRAIL FUND
			50,000	-	-	50,000	50,000 INDOOR ACTIVITY CTR
			25,000	25,000	-	-	25,000 16TH AVE SIDEWALKS/TRAIL
Total Transfers		\$ 132,961	\$ 187,500	\$ 75,952	\$ -	\$ 111,548	
Total Expenditures and Transfers Out		\$ 399,353	\$ 471,678	\$ 213,693		\$ 256,820	
Ending Balance		\$ 245,869	\$ 207,491	\$ 138,289			



Invoice

Date	Invoice #
11/1/2019	8034

641-236-6555
rachael@getintogrinnell.com
www.getintogrinnell.com

City of Grinnell
Russ Behrens
520 Fourth Avenue
Grinnell, IA 50112

		Due Date	11/30/2019
Description		Amount	
Membership Dues 2020		1,165.00	
		\$1,165.00	
Website and Technology		\$ _____	
Upgrades: Voluntary Support		\$ _____	
Total Payment		\$ _____	

Payment of membership dues is deductible for most Chamber members as an ordinary and necessary business expense. Please consult your tax professional to determine your deduction eligibility.

Please help us continue to keep our records up-to-date! If your business has experienced any changes in the last year, fill out the information below and return to us via mail (PO Box 538, Grinnell IA 50112) or email (rachael@getintogrinnell.com).

Business Name: _____
 Business Address: _____
 Contact Person: _____
 Position/Title: _____
 Email: _____ Phone: _____
 Web Address: _____ Facebook page name: _____
 Full Time Employees: _____ Part Time Employees: _____
 Brief Description of your Business: _____

HOTEL AND MOTEL COMMITTEE BUDGET FY 21

		2018-2019 ACTUAL	2019-2020 Amd budget	2020-2021 Projected BUDGET
Beginning Balance		\$ 227,032	\$ 246,034	\$ 32,216
Revenues:				
145-3.550.2.4705	Holiday Light Donation	\$ 13,605	\$ -	\$ -
145-3.550.2.4780	Other Miscellaneous Revenue	2,756	500	500
145-3.550.4.4085	Hotel/Motel Tax	399,590	400,000	400,000
145-3.550.4.4300	Interest Earned	2,239	1,000	1,000
145-3.910.4.4790	H&M - Trans In (Interna	-	-	-
Total Revenues		\$ 418,190	\$ 401,500	\$ 401,500
Expenditures:				
145-4.550.1.6020	Full & Part Time Salaries, Temp Pay	29,119	32,163	36,051
145-4.550.1.6210	Dues, Memberships	1,142	2,000	2,000
145-4.550.2.6413	Pymts to Agencies/Hotel Grin	75,843	73,000	75,000
145-4.550.2.6414	Music in the Park	-	-	-
145-4.550.2.6421	Consultation & Prof Fees	-	32,506	-
145-4.550.2.6508	Postage and Shipp	-	50	50
145-4.550.2.6513	Misc Supp - Trees	14,841	7,000	7,000
145-4.550.2.6525	GAAC - Events/heads/beds	13,040	15,000	15,000
			15,000.00	15,000.00
145-4.550.2.6526	Project Development/other exp	14,838	15,000	25,000
			15,000	15,000
			-	10,000
145-4.550.2.6527	Fees for Service	37,391	41,150	41,150
			29,150	29,150
			9,300	9,300
			2,000	2,000
			700	700
145-4.550.2.6528	Mini-Grant Awards	1,500	5,000	5,000
145-4.550.2.6529	Fireworks	12,500	12,500	13,000
145-4.550.2.6530	Fire Convention	20,000	20,000	-
		20,000	20,000	-
145-4.550.3.6727	Projects	46,013	81,299	45,000
			30,000	30,000
			10,000	5,000
			41,299	5,000
Total Expenditures		\$ 266,227	\$ 427,818	\$ 264,201
145-4.910.5.6911 TRANSFERS				
	Skatepark	\$ 25,000	\$ -	\$ -
	Sports Authority	25,000	25,000	25,000
	Fly Iowa	5,461	-	-
	Bike Trail	40,000	50,000	50,000
	Indoor Outdoor Activity Ctr		50,000	50,000
	16th Ave Sidewalks/Trail		25,000	25,000
	General Fund	37,500	37,500	37,500
Total Transfers		\$ 132,961	\$ 187,500	\$ 187,500
Total Expenditures and Transfers Out		\$ 399,188	\$ 615,318	\$ 451,701
Ending Balance		\$ 246,034	\$ 32,216	\$ (17,984)



November 2019 Grinnell CVB Report

Work Products & Deliverables

Marketing

- Social Media, Oct 23 – Nov 19
 - o Facebook
 - Reach: 10,838
 - New Likes: 29
 - Post Engagement: 2,882
 - o Instagram
 - Followers: 797
- Digital Marketing
 - o Website Statistics:
 - Community Calendar: Visits – 3,797, Pageviews – 6,688
 - Visits: Direct – 11,080, Google – 1,821, Facebook – 426

Community Events

- Welcomed Central Iowa Christian School 4-7 graders for a tour.
- Hosted two bloggers from Hotel Grinnell.
- Held Jingle Bell Holiday and the lighting of Central Park. Lights will be on display through December 31st, 2019.
- Mentioned in two blog posts – Between England and Iowa, Cornfields and High Heels.
- Working on a bus tour from Ottumwa to come up in April.
- Hosted a bus tour of retirees from Metro area.
- Welcomed estimated 50 individual visitors over the past month.
- Working with LWV about possibly hanging banners in downtown in either March/April 2020 or August 2020 timeframe.
- Ran a tv commercial with Mediacom promoting Grinnell businesses and shopping locally this holiday season.

November 1, 2019

To: City Council and Grinnell Tourism Group

From: Grinnell League of Women Voters

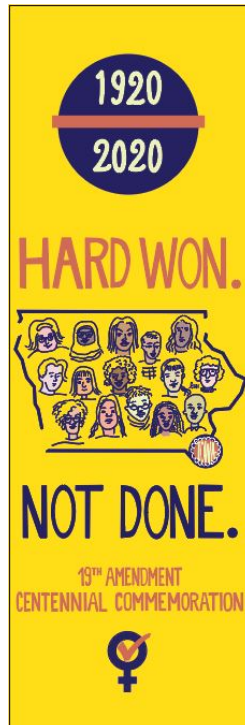
Contact: Terese Grant, wagntag@gmail.com OR Marilyn Kennett, marilyn.kennett@gmail.com

Re: Request for Banner Placement during 2020 season

In commemoration of the 100th anniversary of the ratification of the 19th Amendment,

“The right of citizens of the United States to vote shall not be denied or abridged by the United States or by any state on account of sex.”

the Grinnell League of Women Voters organization is proposing the display of the following banner:



The League seeks your approval for the placement of 37 banners for this one-time event. Proposed time of display would be Late March/Early April and/or the Early August time period during 2020.

Thank you for your consideration of this request.

Terese Grant, President
Grinnell League of Women Voters