



Grinnell Hotel and Motel Tax Committee  
Tentative Agenda

Tuesday, January 23, 2024

**12:00 pm**

2nd Floor Conference Room and Via Zoom

Join Zoom Meeting

<https://zoom.us/j/95350324133?pwd=NFc0YnUrMWZyQmpyTURsc1A1Rm44Zz09>

Meeting ID: 953 5032 4133

Passcode: 523127

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One tap mobile

+13126266799,,95350324133#,,,,\*523127# US (Chicago)

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Dial by your location

• +1 312 626 6799 US (Chicago)

Find your local number: <https://zoom.us/u/ae8fqXEHk>

Roll Call:

Becker (Vice Chair) \_\_\_ Manatt \_\_\_ Nowasell \_\_\_ Smith \_\_\_ Spriggs \_\_\_ White \_\_\_  
Wright (Chair) \_\_\_

1. Call Meeting to Order
2. Approve Agenda
3. Approve minutes from December 5, 2023.
4. Monthly Budget Report
  - Current Hotel/Motel Tax Fund Balance - \$259,713.37
5. Review/Approve FY 2025 Budget.
6. Inquiries
7. Adjournment



Grinnell Hotel and Motel Tax Committee  
Tentative Agenda

Tuesday, December 5, 2023

**12:00 pm**

2nd Floor Conference Room and Via Zoom

<https://zoom.us/j/98537194323?pwd=amY4V2hDZFhLMzAzazFjenFmLyt3Zz09>

Roll Call: Becker (Vice Chair), Manatt, Spriggs, White (via Zoom), Wright (Chair).  
Absent: Nowasell, Smith.

Also present were Rachael Kinnick, Kendra Vincent, Russ Behrens, and Ann Wingerter.

1. Wright called the meeting to order.
2. Becker made the motion, second by Manatt to approve the agenda. AYES: 5-0.  
Motion carried.
3. Spriggs made the motion, second by Becker to approve minutes from October 24, 2023. AYES: 5-0. Motion carried.
4. The monthly budget report was reviewed. No action was taken.
5. The I-80 signs were discussed. The Chamber of Commerce will continue to look into options. No action was taken.
6. A Save the Date Invitation for the Dedication of Renfrow Hall was reviewed. No action was taken.
7. There were no inquiries.
8. The meeting adjourned at 12:37 p.m.

Respectfully submitted by:

Ann Wingerter, Secretary for the Committee



Grinnell, IA

# Proposed Budget Report

## Account Summary

For Fiscal: 2023-2024 Period Ending: 01/31/2024

		Defined Budgets						
		2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2023-2024
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	2023-2024
								YE
<b>Fund: 145 - HOTEL/MOTEL TAX - SPC REV</b>								
<b>Department: 550 - HOTEL &amp; MOTEL PROMOTION</b>								
<b>Revenue</b>								
<a href="#">145-3.550.2.4415</a>	H/M - FEDERAL FEMA GRANT	0.00	1,849.50	0.00	0.00	0.00	0.00	0.00
<a href="#">145-3.550.2.4780</a>	H/M - OTHER MISC REVENUES	5,000.00	5,944.30	5,000.00	5,745.48	5,000.00	0.00	5,000.00
<a href="#">145-3.550.4.4085</a>	H/M - TAX DISTRIBUTION	329,000.00	338,881.15	428,000.00	431,258.82	428,000.00	258,008.64	428,000.00
<a href="#">145-3.550.4.4300</a>	H/M - INTEREST EARNED	1,060.00	1,170.00	1,900.00	2,408.16	8,200.00	1,462.23	1,500.00
<a href="#">145-3.550.4.4305</a>	HOTEL/MOTEL TAX - INT EARN...	0.00	0.00	0.00	0.00	0.00	5,572.31	14,000.00
	<b>Revenue Total:</b>	<b>335,060.00</b>	<b>347,844.95</b>	<b>434,900.00</b>	<b>439,412.46</b>	<b>441,200.00</b>	<b>265,043.18</b>	<b>448,500.00</b>
<b>Expense</b>								
<a href="#">145-4.550.1.6010</a>	H/M - SALARIES	19,600.00	21,181.51	20,500.00	23,825.25	21,525.00	12,472.34	22,985.00
<a href="#">145-4.550.1.6020</a>	H&M - PART TIME SALARIES	5,550.00	0.00	3,000.00	2,381.78	7,000.00	0.00	7,420.00
<a href="#">145-4.550.1.6040</a>	H&M - OVERTIME SALARIES	150.00	392.37	210.00	0.00	210.00	0.00	210.00
<a href="#">145-4.550.1.6050</a>	H&M - TEMP PAY	20,000.00	10,943.18	20,000.00	12,091.80	20,000.00	9,004.80	20,000.00
<a href="#">145-4.550.1.6110</a>	H&M - FICA	1,925.00	671.16	2,105.00	0.00	2,220.00	0.00	2,220.00
<a href="#">145-4.550.1.6130</a>	H&M - IPERS	2,375.00	831.84	2,600.00	0.00	2,732.00	0.00	2,870.00
<a href="#">145-4.550.1.6210</a>	H&M - DUES, MBRSPS	2,000.00	2,000.00	2,000.00	0.00	2,000.00	0.00	2,330.00
<a href="#">145-4.550.2.6413</a>	H&M - PYMT TO OTHER AGEN...	62,877.00	62,876.80	82,068.76	82,068.76	85,000.00	61,950.71	85,000.00
<a href="#">145-4.550.2.6414</a>	H&M - MUSIC IN THE PARK	0.00	0.00	0.00	0.00	5,000.00	5,000.00	5,000.00
<a href="#">145-4.550.2.6508</a>	H&M - POSTAGE AND SHIPPING	50.00	0.00	50.00	0.00	50.00	0.00	50.00
<a href="#">145-4.550.2.6513</a>	H&M - MISC SUPP - TREES/FL...	25,000.00	35,144.81	30,000.00	19,859.62	30,000.00	8,100.28	30,000.00
<a href="#">145-4.550.2.6524</a>	H&M - RAGBRAI	0.00	0.00	0.00	0.00	10,000.00	10,000.00	10,000.00
<a href="#">145-4.550.2.6525</a>	H&M - GAAC PROJECTS/DEV	7,500.00	5,000.00	2,500.00	2,500.00	0.00	0.00	0.00
<a href="#">145-4.550.2.6526</a>	H&M - PROJ DEV/OTHER EXP	5,000.00	1,500.00	10,000.00	1,000.00	20,000.00	50,000.00	70,000.00
<a href="#">145-4.550.2.6527</a>	H&M - FEES/OTHER EXP	5,000.00	5,559.76	12,000.00	2,829.15	11,300.00	1,932.50	11,300.00
<a href="#">145-4.550.2.6528</a>	H&M - MINI-GRANT AWARDS	2,500.00	2,500.00	1,875.00	6,875.00	2,500.00	0.00	2,500.00
<a href="#">145-4.550.2.6529</a>	H&M - GRINNELL FIREWORKS	13,500.00	16,900.00	18,000.00	18,000.00	20,000.00	0.00	20,000.00

**Proposed Budget Report**

**For Fiscal: 2023-2024 Period Ending: 01/31/2024**

Defined Budgets \_\_\_\_\_

		<b>2021-2022</b>	<b>2021-2022</b>	<b>2022-2023</b>	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2023-2024</b>
		<b>Total Budget</b>	<b>Total Activity</b>	<b>Total Budget</b>	<b>Total Activity</b>	<b>Total Budget</b>	<b>YTD Activity</b>	<b>2023-2024</b>
								<b>YE</b>
<a href="#">145-4.550.3.6727</a>	H&M - PROJECTS	5,000.00	4,837.82	10,000.00	3,247.48	12,400.00	15,195.09	17,405.00
	<b>Expense Total:</b>	<b>178,027.00</b>	<b>170,339.25</b>	<b>216,908.76</b>	<b>174,678.84</b>	<b>251,937.00</b>	<b>173,655.72</b>	<b>309,290.00</b>
	<b>Department: 550 - HOTEL &amp; MOTEL PROMOTION Surplus (Deficit):</b>	<b>157,033.00</b>	<b>177,505.70</b>	<b>217,991.24</b>	<b>264,733.62</b>	<b>189,263.00</b>	<b>91,387.46</b>	<b>139,210.00</b>

Proposed Budget Report

For Fiscal: 2023-2024 Period Ending: 01/31/2024

Defined Budgets

		2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2023-2024 YE
<b>Department: 910 - TRANSFERS</b>								
<b>Revenue</b>								
<a href="#">145-3.910.4.4830</a>	H/M - TRANS IN	50,204.59	50,204.59	25,000.00	25,000.00	0.00	0.00	0.00
	<b>Revenue Total:</b>	<b>50,204.59</b>	<b>50,204.59</b>	<b>25,000.00</b>	<b>25,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Expense</b>								
<a href="#">145-4.910.5.6911</a>	H&M - TRANSFER	127,500.00	127,500.00	102,500.00	102,500.00	202,500.00	202,500.00	192,500.00
	<b>Expense Total:</b>	<b>127,500.00</b>	<b>127,500.00</b>	<b>102,500.00</b>	<b>102,500.00</b>	<b>202,500.00</b>	<b>202,500.00</b>	<b>192,500.00</b>
	<b>Department: 910 - TRANSFERS Surplus (Deficit):</b>	<b>-77,295.41</b>	<b>-77,295.41</b>	<b>-77,500.00</b>	<b>-77,500.00</b>	<b>-202,500.00</b>	<b>-202,500.00</b>	<b>-192,500.00</b>
	<b>Fund: 145 - HOTEL/MOTEL TAX - SPC REV Surplus (Deficit):</b>	<b>79,737.59</b>	<b>100,210.29</b>	<b>140,491.24</b>	<b>187,233.62</b>	<b>-13,237.00</b>	<b>-111,112.54</b>	<b>-53,290.00</b>
	<b>Report Surplus (Deficit):</b>	<b>79,737.59</b>	<b>100,210.29</b>	<b>140,491.24</b>	<b>187,233.62</b>	<b>-13,237.00</b>	<b>-111,112.54</b>	<b>-53,290.00</b>



Grinnell, IA

# Proposed Budget Report Account Summary

For Fiscal: 2023-2024 Period Ending: 01/31/2024

		2021-2022		2022-2023		2023-2024		Defined Budgets	
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	2023-2024 YE	2024-2025 DR
<b>Fund: 145 - HOTEL/MOTEL TAX - SPC REV</b>									
<b>Department: 550 - HOTEL &amp; MOTEL PROMOTION</b>									
<b>Revenue</b>									
<a href="#">145-3.550.2.4415</a>	H/M - FEDERAL FEMA GRANT	0.00	1,849.50	0.00	0.00	0.00	0.00	0.00	0.00
<a href="#">145-3.550.2.4780</a>	H/M - OTHER MISC REVENUES	5,000.00	5,944.30	5,000.00	5,745.48	5,000.00	0.00	5,000.00	5,000.00
<a href="#">145-3.550.4.4085</a>	H/M - TAX DISTRIBUTION	329,000.00	338,881.15	428,000.00	431,258.82	428,000.00	258,008.64	428,000.00	428,000.00
<a href="#">145-3.550.4.4300</a>	H/M - INTEREST EARNED	1,060.00	1,170.00	1,900.00	2,408.16	8,200.00	1,462.23	1,500.00	3,500.00
<a href="#">145-3.550.4.4305</a>	HOTEL/MOTEL TAX - INT EARN...	0.00	0.00	0.00	0.00	0.00	5,572.31	14,000.00	9,000.00
	<b>Revenue Total:</b>	<b>335,060.00</b>	<b>347,844.95</b>	<b>434,900.00</b>	<b>439,412.46</b>	<b>441,200.00</b>	<b>265,043.18</b>	<b>448,500.00</b>	<b>445,500.00</b>
<b>Expense</b>									
<a href="#">145-4.550.1.6010</a>	H/M - SALARIES	19,600.00	21,181.51	20,500.00	23,825.25	21,525.00	12,472.34	22,985.00	22,830.00
<a href="#">145-4.550.1.6020</a>	H&M - PART TIME SALARIES	5,550.00	0.00	3,000.00	2,381.78	7,000.00	0.00	7,420.00	7,420.00
<a href="#">145-4.550.1.6040</a>	H&M - OVERTIME SALARIES	150.00	392.37	210.00	0.00	210.00	0.00	210.00	210.00
<a href="#">145-4.550.1.6050</a>	H&M - TEMP PAY	20,000.00	10,943.18	20,000.00	12,091.80	20,000.00	9,004.80	20,000.00	20,000.00
<a href="#">145-4.550.1.6110</a>	H&M - FICA	1,925.00	671.16	2,105.00	0.00	2,220.00	0.00	2,220.00	2,315.00
<a href="#">145-4.550.1.6130</a>	H&M - IPERS	2,375.00	831.84	2,600.00	0.00	2,732.00	0.00	2,870.00	2,860.00
<a href="#">145-4.550.1.6210</a>	H&M - DUES, MBRSPS	2,000.00	2,000.00	2,000.00	0.00	2,000.00	0.00	2,330.00	2,000.00
<a href="#">145-4.550.2.6413</a>	H&M - PYMT TO OTHER AGEN...	62,877.00	62,876.80	82,068.76	82,068.76	85,000.00	61,950.71	85,000.00	85,000.00
<b>Budget Detail</b>									
<b>Budget Code</b>	<b>Description</b>			<b>Units</b>	<b>Price</b>	<b>Amount</b>			
DR	GRINNELL CENTER REBATE			0.00	0.00	85,000.00			
<a href="#">145-4.550.2.6414</a>	H&M - MUSIC IN THE PARK	0.00	0.00	0.00	0.00	5,000.00	5,000.00	5,000.00	5,000.00
<a href="#">145-4.550.2.6508</a>	H&M - POSTAGE AND SHIPPING	50.00	0.00	50.00	0.00	50.00	0.00	50.00	50.00
<a href="#">145-4.550.2.6513</a>	H&M - MISC SUPP - TREES/FL...	25,000.00	35,144.81	30,000.00	19,859.62	30,000.00	8,100.28	30,000.00	30,000.00
<a href="#">145-4.550.2.6524</a>	H&M - RAGBRAI	0.00	0.00	0.00	0.00	10,000.00	10,000.00	10,000.00	0.00
<a href="#">145-4.550.2.6525</a>	H&M - GAAC PROJECTS/DEV	7,500.00	5,000.00	2,500.00	2,500.00	0.00	0.00	0.00	0.00
<a href="#">145-4.550.2.6526</a>	H&M - PROJ DEV/OTHER EXP	5,000.00	1,500.00	10,000.00	1,000.00	20,000.00	50,000.00	70,000.00	120,000.00

Proposed Budget Report

For Fiscal: 2023-2024 Period Ending: 01/31/2024

Defined Budgets

		2021-2022	2021-2022	2022-2023	2022-2023	2023-2024	2023-2024	2023-2024	2024-2025
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	YE	DR
<b>Budget Detail</b>									
<b>Budget Code</b>	<b>Description</b>			<b>Units</b>	<b>Price</b>	<b>Amount</b>			
DR	CBD RECRUITMENT DOWNTOWN ONLY			0.00	0.00	15,000.00			
DR	EVENT RECRUITMENT HOST			0.00	0.00	5,000.00			
DR	GRINNELL HISTORICAL MUSEUM			0.00	0.00	100,000.00			
<a href="#">145-4.550.2.6527</a>	H&M - FEES/OTHER EXP	5,000.00	5,559.76	12,000.00	2,829.15	11,300.00	1,932.50	11,300.00	11,300.00
<b>Budget Detail</b>									
<b>Budget Code</b>	<b>Description</b>			<b>Units</b>	<b>Price</b>	<b>Amount</b>			
DR	OTHER PROMOTIONS MEETINGS			0.00	0.00	2,000.00			
DR	PROJECTIONS/PROMOS			0.00	0.00	9,300.00			
<a href="#">145-4.550.2.6528</a>	H&M - MINI-GRANT AWARDS	2,500.00	2,500.00	1,875.00	6,875.00	2,500.00	0.00	2,500.00	2,500.00
<a href="#">145-4.550.2.6529</a>	H&M - GRINNELL FIREWORKS	13,500.00	16,900.00	18,000.00	18,000.00	20,000.00	0.00	20,000.00	20,000.00
<a href="#">145-4.550.3.6727</a>	H&M - PROJECTS	5,000.00	4,837.82	10,000.00	3,247.48	12,400.00	15,195.09	17,405.00	16,500.00
<b>Budget Detail</b>									
<b>Budget Code</b>	<b>Description</b>			<b>Units</b>	<b>Price</b>	<b>Amount</b>			
DR	BANNERS			0.00	0.00	5,000.00			
DR	CENT EVENTS/ENTERTAINMENT			0.00	0.00	5,000.00			
DR	HOLIDAY LIGHTS (CENT PARK)			0.00	0.00	5,000.00			
DR	MURAL (GAAC PROJ)			0.00	0.00	1,500.00			
	<b>Expense Total:</b>	<b>178,027.00</b>	<b>170,339.25</b>	<b>216,908.76</b>	<b>174,678.84</b>	<b>251,937.00</b>	<b>173,655.72</b>	<b>309,290.00</b>	<b>347,985.00</b>
<b>Department: 550 - HOTEL &amp; MOTEL PROMOTION Surplus (Deficit):</b>		<b>157,033.00</b>	<b>177,505.70</b>	<b>217,991.24</b>	<b>264,733.62</b>	<b>189,263.00</b>	<b>91,387.46</b>	<b>139,210.00</b>	<b>97,515.00</b>

Proposed Budget Report

For Fiscal: 2023-2024 Period Ending: 01/31/2024

Defined Budgets

		2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 YTD Activity	2023-2024 YE	2024-2025 DR
<b>Department: 910 - TRANSFERS</b>									
<b>Revenue</b>									
<a href="#">145-3.910.4.4830</a>	H/M - TRANS IN	50,204.59	50,204.59	25,000.00	25,000.00	0.00	0.00	0.00	0.00
	<b>Revenue Total:</b>	<b>50,204.59</b>	<b>50,204.59</b>	<b>25,000.00</b>	<b>25,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Expense</b>									
<a href="#">145-4.910.5.6911</a>	H&M - TRANSFER	127,500.00	127,500.00	102,500.00	102,500.00	202,500.00	202,500.00	192,500.00	192,500.00
<b>Budget Detail</b>									
<b>Budget Code</b>	<b>Description</b>			<b>Units</b>	<b>Price</b>	<b>Amount</b>			
DR	COMM DEV - 105			0.00	0.00	30,000.00			
DR	EMS - 001			0.00	0.00	25,000.00			
DR	GEN FUND TRANS			0.00	0.00	37,500.00			
DR	VETERANS MEMORIAL - 002			0.00	0.00	100,000.00			
	<b>Expense Total:</b>	<b>127,500.00</b>	<b>127,500.00</b>	<b>102,500.00</b>	<b>102,500.00</b>	<b>202,500.00</b>	<b>202,500.00</b>	<b>192,500.00</b>	<b>192,500.00</b>
	<b>Department: 910 - TRANSFERS Surplus (Deficit):</b>	<b>-77,295.41</b>	<b>-77,295.41</b>	<b>-77,500.00</b>	<b>-77,500.00</b>	<b>-202,500.00</b>	<b>-202,500.00</b>	<b>-192,500.00</b>	<b>-192,500.00</b>
	<b>Fund: 145 - HOTEL/MOTEL TAX - SPC REV Surplus (Deficit):</b>	<b>79,737.59</b>	<b>100,210.29</b>	<b>140,491.24</b>	<b>187,233.62</b>	<b>-13,237.00</b>	<b>-111,112.54</b>	<b>-53,290.00</b>	<b>-94,985.00</b>
	<b>Report Surplus (Deficit):</b>	<b>79,737.59</b>	<b>100,210.29</b>	<b>140,491.24</b>	<b>187,233.62</b>	<b>-13,237.00</b>	<b>-111,112.54</b>	<b>-53,290.00</b>	<b>-94,985.00</b>