



Grinnell Hotel and Motel Tax Committee

Tentative Agenda

Tuesday, June 25, 2024

12:00 pm

2nd Floor Conference Room and Via Zoom

Roll Call:

Becker (Vice Chair) ___ Manatt ___ Nowasell ___ Smith ___ Spriggs ___ White ___
Wright (Chair) ___

1. Call Meeting to Order
2. Approve Agenda
3. Approve minutes from April 23, 2024.
4. Monthly Budget Report
 - Current Hotel/Motel Tax Fund Balance - \$343,592.80
5. Introduce Adrienne Hardin – Communication and Community Development Specialist
6. Review Billboard Proposal.
7. Request from the Car Club for a grant request in the amount of \$10,000.00 for live entertainment August 24, 2024
8. Inquiries
9. Adjournment



Grinnell Hotel and Motel Tax Committee
Minutes

Tuesday, April 23, 2024

12:00 pm

2nd Floor Conference Room and Via Zoom

<https://zoom.us/j/97967098096?pwd=bkE4VDJLRk5DcXpDQVcwWkRYdWQ2dz09>

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

Also present were Kendra Vincent, Monica St. Angelo (via Zoom), Bruce Blankenfeld (via Zoom), Russ Behrens, and Ann Wingerter.

1. Wright called the meeting to order at 12:00 p.m.
2. Spriggs made the motion, second by Smith, to approve the agenda. AYES: 5-0. Motion carried.

Manatt arrived at the meeting via Zoom.

3. Nowasell made the motion, second by Spriggs, to approve minutes from January 23, 2024. AYES: 6-0. Motion carried.
4. The monthly budget report was reviewed. No action was taken.
5. Smith made the motion, second by Spriggs, to approve the Billboard Proposal. AYES: 6-0. Motion carried.
6. Spriggs made the motion, second by Nowasell, to approve the Mini-Grant request from the Rotary Club – Kites Over Grinnell. AYES: 5-0. Abstain: Becker due to conflict of interest.

Smith made the motion, second by Manatt, to decline the Mini-Grant request from the Iowa Soccer Association. AYES: 6-0. Motion carried.

7. A thank you from the Grinnell Historical Museum was reviewed. No action was taken.
8. There were no inquiries.

9. Nowasell made the motion, second by Smith, to adjourn the meeting at 12:30 p.m.
AYES: 6-0. Motion carried.

Respectfully submitted by:
Ann Wingerter, Secretary for the Committee



Grinnell, IA

Budget Report Account Summary

For Fiscal: 2023-2024 Period Ending: 06/30/2024

		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
Fund: 145 - HOTEL/MOTEL TAX - SPC REV									
Department: 550 - HOTEL & MOTEL PROMOTION									
Revenue									
145-3.550.2.4415	H/M - FEDERAL FEMA GRANT	0.00	1,849.50	0.00	0.00	0.00	0.00	0.00	0.00
145-3.550.2.4780	H/M - OTHER MISC REVENUES	5,000.00	5,944.30	5,000.00	5,745.48	6,910.00	6,907.38	6,910.00	5,000.00
145-3.550.4.4085	H/M - TAX DISTRIBUTION	329,000.00	338,881.15	428,000.00	431,258.82	395,000.00	387,918.55	395,000.00	428,000.00
145-3.550.4.4300	H/M - INTEREST EARNED	1,060.00	1,170.00	1,900.00	2,408.16	2,360.00	1,993.46	2,360.00	3,500.00
145-3.550.4.4305	H/M - INT EARNED - IPAIT	0.00	0.00	0.00	0.00	14,000.00	11,877.25	14,000.00	9,000.00
	Revenue Total:	335,060.00	347,844.95	434,900.00	439,412.46	418,270.00	408,696.64	418,270.00	445,500.00
Expense									
145-4.550.1.6010	H/M - SALARIES	19,600.00	21,181.51	20,500.00	23,825.25	22,985.00	22,954.66	22,985.00	22,830.00
145-4.550.1.6020	H&M - PART TIME SALARIES	5,550.00	0.00	3,000.00	2,381.78	7,420.00	0.00	7,420.00	7,420.00
145-4.550.1.6040	H&M - OVERTIME SALARIES	150.00	392.37	210.00	0.00	210.00	0.00	210.00	210.00
145-4.550.1.6050	H&M - TEMP PAY	20,000.00	10,943.18	20,000.00	12,091.80	20,000.00	10,577.00	20,000.00	20,000.00
145-4.550.1.6110	H&M - FICA	1,925.00	671.16	2,105.00	0.00	2,220.00	0.00	2,220.00	2,315.00
145-4.550.1.6130	H&M - IPERS	2,375.00	831.84	2,600.00	0.00	2,870.00	0.00	2,870.00	2,860.00
145-4.550.1.6210	H&M - DUES, MBRSPS	2,000.00	2,000.00	2,000.00	0.00	2,330.00	0.00	2,330.00	2,000.00
145-4.550.2.6413	H&M - PYMT TO OTHER AGEN...	62,877.00	62,876.80	82,068.76	82,068.76	90,000.00	90,164.92	90,000.00	85,000.00
Budget Detail									
Budget Code	Description			Units	Price	Amount			
DR	GRINNELL CENTER REBATE			0.00	0.00	85,000.00			
145-4.550.2.6414	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
145-4.550.2.6508	H&M - POSTAGE AND SHIPPING	50.00	0.00	50.00	0.00	50.00	0.00	50.00	50.00
145-4.550.2.6513	H&M - MISC SUPP - TREES/FL...	25,000.00	35,144.81	30,000.00	19,859.62	30,000.00	18,486.20	30,000.00	30,000.00
145-4.550.2.6524	H&M - RAGBRAI	0.00	0.00	0.00	0.00	10,000.00	10,000.00	10,000.00	0.00
145-4.550.2.6525	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
145-4.550.2.6526	H&M - PROJ DEV/OTHER EXP	5,000.00	1,500.00	10,000.00	1,000.00	70,000.00	50,000.00	70,000.00	120,000.00

Budget Report

For Fiscal: 2023-2024 Period Ending: 06/30/2024

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
Budget Detail									
Budget Code	Description			Units	Price	Amount			
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			
145-4.550.2.6527	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
Budget Detail									
Budget Code	Description			Units	Price	Amount			
DR	OTHER PROMOTIONS MEETINGS			0.00	0.00	2,000.00			
DR	PROJECTIONS/PROMOS			0.00	0.00	9,300.00			
145-4.550.2.6528	H&M - MINI-GRANT AWARDS	2,500.00	2,500.00	1,875.00	6,875.00	2,500.00	1,562.00	2,500.00	2,500.00
145-4.550.2.6529	H&M - GRINNELL FIREWORKS	13,500.00	16,900.00	18,000.00	18,000.00	20,000.00	18,000.00	20,000.00	20,000.00
145-4.550.3.6727	H&M - PROJECTS	5,000.00	4,837.82	10,000.00	3,247.48	17,405.00	15,195.09	17,405.00	26,500.00
Budget Detail									
Budget Code	Description			Units	Price	Amount			
DR	BANNERS			0.00	0.00	5,000.00			
DR	BILLBOARDS			0.00	0.00	10,000.00			
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			
Expense Total:		178,027.00	170,339.25	216,908.76	174,678.84	314,290.00	243,872.37	314,290.00	357,985.00
Department: 550 - HOTEL & MOTEL PROMOTION Surplus (Deficit):		157,033.00	177,505.70	217,991.24	264,733.62	103,980.00	164,824.27	103,980.00	87,515.00

Budget Report

For Fiscal: 2023-2024 Period Ending: 06/30/2024

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
Department: 910 - TRANSFERS									
Revenue									
145-3.910.4.4830	H/M - TRANS IN	50,204.59	50,204.59	25,000.00	25,000.00	0.00	0.00	0.00	0.00
	Revenue Total:	50,204.59	50,204.59	25,000.00	25,000.00	0.00	0.00	0.00	0.00
Expense									
145-4.910.5.6911	H&M - TRANSFER	127,500.00	127,500.00	102,500.00	102,500.00	192,500.00	192,500.00	192,500.00	192,500.00
Budget Detail									
Budget Code	Description			Units	Price	Amount			
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 MONUMENT - 002			0.00	0.00	100,000.00			
	Expense Total:	127,500.00	127,500.00	102,500.00	102,500.00	192,500.00	192,500.00	192,500.00	192,500.00
	Department: 910 - TRANSFERS Surplus (Deficit):	-77,295.41	-77,295.41	-77,500.00	-77,500.00	-192,500.00	-192,500.00	-192,500.00	-192,500.00
	Fund: 145 - HOTEL/MOTEL TAX - SPC REV Surplus (Deficit):	79,737.59	100,210.29	140,491.24	187,233.62	-88,520.00	-27,675.73	-88,520.00	-104,985.00
	Report Surplus (Deficit):	79,737.59	100,210.29	140,491.24	187,233.62	-88,520.00	-27,675.73	-88,520.00	-104,985.00