



Grinnell Hotel and Motel Tax Committee  
Tentative Agenda

Tuesday, June 27, 2023

**12:00 pm**

2nd Floor Conference Room and Via Zoom

Join Zoom Meeting

<https://zoom.us/j/99808961433?pwd=RUEvWTZSdC9YK05ZZTRVbHFKZU96UT09>

Meeting ID: 998 0896 1433

Passcode: 696093

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One tap mobile

+13126266799,,99808961433#,,,,\*696093# US (Chicago)

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Dial by your location

• +1 312 626 6799 US (Chicago)

Meeting ID: 998 0896 1433

Passcode: 696093

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

Roll Call:

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

1. Call Meeting to Order
2. Approve Agenda
3. Approve minutes from May 23, 2023.
4. Monthly Budget Report
  - Current Hotel/Motel Tax Fund Balance - \$372,580.07
5. Discuss I-80 signs.
6. Discuss banners and consider a maintenance plan.
7. Discuss community development process.

8. Update on restoration efforts for Arbor Lake and Lake Nyanza.

9. Inquiries

10. Adjournment



## Grinnell Hotel and Motel Tax Committee

### Minutes

Tuesday, May 23, 2023

**12:00 pm**

### 2nd Floor Conference Room and Via Zoom

<https://zoom.us/j/91435553096?pwd=ZINOTk10UXpOTnZuQ1VzSkxPNmx1dz09>

Roll Call: Nowasell, Smith, Spriggs, White, Wright. Absent: Becker, Manatt.

Also present were Mayor Agnew, Monica St. Angelo (via Zoom), Sarah Smith (via Zoom), and Ann Wingerter

1. Wright called the meeting to order at 12:04 p.m.
2. White made the motion, second by Nowasell to approve the agenda. AYES: 5-0. Motion carried. AYES: 5-0. Motion carried.
3. White made the motion, second by Nowasell to approve the minutes from March 28, 2023.
4. The monthly budget report, including the FY 2024 budget, was reviewed. No action was taken.
5. White made the motion, second by Spriggs, to approve Mini-Grant request from the Grinnell Vintage Auto Club for \$5,000. AYES: 4-0. Abstain: Nowasell. Motion carried.
6. A Cultural Connections Plan of Hwy 146 corridor concepts specifically, was reviewed. The committee thought it was a good idea. No action was taken.
7. An update on Sapphire Lake was provided. No action was taken.
8. Inquiries:
  - Spriggs asked that the interstate signs be put on the agenda for discussion.
  - The new banners are tearing. It was requested that we put banners on the next agenda and consider a maintenance plan.
  - Wright provided an update on the Grinnell School of Music.
9. Smith made the motion, second by Spriggs, to adjourn the meeting at 12:56 p.m.

Respectfully submitted by:

Ann Wingerter, Secretary for the Committee



Grinnell, IA

# Budget Report Account Summary

For Fiscal: 2022-2023 Period Ending: 06/30/2023

		2020-2021 Total Budget	2020-2021 Total Activity	2021-2022 Total Budget	2021-2022 Total Activity	2022-2023 Total Budget	2022-2023 YTD Activity	Defined Budgets 2022-2023 YE	2023-2024 DR
<b>Fund: 145 - HOTEL/MOTEL TAX - SPC REV</b>									
<b>Department: 550 - HOTEL &amp; MOTEL PROMOTION</b>									
<b>Revenue</b>									
<a href="#">145-3.550.2.4400</a>	H/M - FEDERAL GRANT	9,248.00	9,247.50	0.00	0.00	0.00	0.00	0.00	0.00
<a href="#">145-3.550.2.4415</a>	H/M - FEDERAL FEMA GRANT	0.00	0.00	0.00	1,849.50	0.00	0.00	0.00	0.00
<a href="#">145-3.550.2.4780</a>	H/M - OTHER MISC REVENUES	5,579.00	5,578.68	5,000.00	5,944.30	5,000.00	5,745.48	5,000.00	5,000.00
<b>Budget Detail</b>									
<b>Budget Code</b>	<b>Description</b>			<b>Units</b>	<b>Price</b>	<b>Amount</b>			
DR	SALE OF TREES			1.00	-5,000.00	-5,000.00			
<a href="#">145-3.550.4.4085</a>	H/M - TAX DISTRIBUTION	221,575.00	221,575.13	329,000.00	338,881.15	428,000.00	431,258.82	428,000.00	428,000.00
<a href="#">145-3.550.4.4300</a>	H/M - INTEREST EARNED	1,100.00	1,009.97	1,060.00	1,170.00	1,900.00	2,184.95	1,900.00	1,500.00
	<b>Revenue Total:</b>	<b>237,502.00</b>	<b>237,411.28</b>	<b>335,060.00</b>	<b>347,844.95</b>	<b>434,900.00</b>	<b>439,189.25</b>	<b>434,900.00</b>	<b>434,500.00</b>
<b>Expense</b>									
<a href="#">145-4.550.1.6010</a>	H/M - SALARIES	19,100.00	19,044.84	19,600.00	21,181.51	20,500.00	21,847.88	20,500.00	21,525.00
<a href="#">145-4.550.1.6020</a>	H&M - PART TIME SALARIES	6,350.00	0.00	5,550.00	0.00	3,000.00	2,381.78	3,000.00	7,000.00
<a href="#">145-4.550.1.6040</a>	H&M - OVERTIME SALARIES	1,060.00	1,133.26	150.00	392.37	210.00	0.00	210.00	210.00
<a href="#">145-4.550.1.6050</a>	H&M - TEMP PAY	18,000.00	9,867.03	20,000.00	10,943.18	20,000.00	12,091.80	20,000.00	20,000.00
<b>Budget Detail</b>									
<b>Budget Code</b>	<b>Description</b>			<b>Units</b>	<b>Price</b>	<b>Amount</b>			
DR	TEMP AGENCY			1.00	20,000.00	20,000.00			
<a href="#">145-4.550.1.6110</a>	H&M - FICA	2,025.00	1,380.53	1,925.00	671.16	2,105.00	0.00	2,105.00	2,220.00
<b>Budget Detail</b>									
<b>Budget Code</b>	<b>Description</b>			<b>Units</b>	<b>Price</b>	<b>Amount</b>			
DR	FT			0.00	0.00	1,650.00			
DR	PT			0.00	0.00	570.00			
<a href="#">145-4.550.1.6130</a>	H&M - IPERS	2,305.00	1,836.82	2,375.00	831.84	2,600.00	0.00	2,600.00	2,732.00
<b>Budget Detail</b>									
<b>Budget Code</b>	<b>Description</b>			<b>Units</b>	<b>Price</b>	<b>Amount</b>			
DR	FT			0.00	0.00	2,031.00			

**Budget Report**

For Fiscal: 2022-2023 Period Ending: 06/30/2023

		2020-2021		2021-2022		2022-2023		Defined Budgets	
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	2022-2023 YE	2023-2024 DR
DR	PT			0.00	0.00	701.00			
<a href="#">145-4.550.1.6210</a>	H&M - DUES, MBRSPS	2,000.00	0.00	2,000.00	2,000.00	2,000.00	0.00	2,000.00	2,000.00
<a href="#">145-4.550.2.6413</a>	H&M - PYMT TO OTHER AGENCY	29,823.00	29,822.31	62,877.00	62,876.80	82,068.76	82,068.76	82,068.76	85,000.00
<b>Budget Detail</b>									
<b>Budget Code</b>	<b>Description</b>			<b>Units</b>	<b>Price</b>	<b>Amount</b>			
DR	REBATE TO GRINNELL CTR LLC			1.00	85,000.00	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	0.00	0.00	0.00	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/FLWRS	28,074.00	28,303.56	25,000.00	35,144.81	30,000.00	19,859.62	30,000.00	30,000.00
<b>Budget Detail</b>									
<b>Budget Code</b>	<b>Description</b>			<b>Units</b>	<b>Price</b>	<b>Amount</b>			
DR				1.00	0.00	0.00			
DR	TREES/FLOWERS OTHER DWTN			1.00	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	0.00	0.00	0.00	10,000.00
<a href="#">145-4.550.2.6525</a>	H&M - GAAC PROJECTS/DEV	7,500.00	0.00	7,500.00	5,000.00	2,500.00	2,500.00	2,500.00	0.00
<a href="#">145-4.550.2.6526</a>	H&M - PROJ DEV/OTHER EXP	1,500.00	0.00	5,000.00	1,500.00	10,000.00	1,000.00	10,000.00	20,000.00
<b>Budget Detail</b>									
<b>Budget Code</b>	<b>Description</b>			<b>Units</b>	<b>Price</b>	<b>Amount</b>			
DR	CBD RECRUITMENT DWTN ONLY			1.00	15,000.00	15,000.00			
DR	EVENT RECRUITMENT/HOST			1.00	5,000.00	5,000.00			
<a href="#">145-4.550.2.6527</a>	H&M - FEES/OTHER EXP	731.00	978.50	5,000.00	5,559.76	12,000.00	2,829.15	12,000.00	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, MTGS ETC			1.00	2,000.00	2,000.00			
DR	PROJECTS/PROMOTIONS			1.00	9,300.00	9,300.00			
<a href="#">145-4.550.2.6528</a>	H&M - MINI-GRANT AWARDS	0.00	0.00	2,500.00	2,500.00	1,875.00	6,875.00	1,875.00	2,500.00
<a href="#">145-4.550.2.6529</a>	H&M - GRINNELL FIREWORKS	13,000.00	13,000.00	13,500.00	16,900.00	18,000.00	18,000.00	18,000.00	20,000.00
<a href="#">145-4.550.3.6727</a>	H&M - PROJECTS	10,000.00	4,782.84	5,000.00	4,837.82	10,000.00	3,247.48	10,000.00	10,000.00
<b>Budget Detail</b>									
<b>Budget Code</b>	<b>Description</b>			<b>Units</b>	<b>Price</b>	<b>Amount</b>			
DR	CENTRAL EVENTS/ENTERTAINMENT			1.00	5,000.00	5,000.00			

**Budget Report**

For Fiscal: 2022-2023 Period Ending: 06/30/2023

		Defined Budgets							
		2020-2021	2020-2021	2021-2022	2021-2022	2022-2023	2022-2023	2022-2023	2023-2024
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	YE	DR
DR	HOLIDAY LGTS (CENTRAL PARK)			1.00	5,000.00	5,000.00			
	<b>Expense Total:</b>	<b>141,518.00</b>	<b>110,149.69</b>	<b>178,027.00</b>	<b>170,339.25</b>	<b>216,908.76</b>	<b>172,701.47</b>	<b>216,908.76</b>	<b>249,537.00</b>
	<b>Department: 550 - HOTEL &amp; MOTEL PROMOTION Surplus (Deficit):</b>	<b>95,984.00</b>	<b>127,261.59</b>	<b>157,033.00</b>	<b>177,505.70</b>	<b>217,991.24</b>	<b>266,487.78</b>	<b>217,991.24</b>	<b>184,963.00</b>

**Budget Report**

For Fiscal: 2022-2023 Period Ending: 06/30/2023

		2020-2021		2021-2022		2022-2023		Defined Budgets	
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	2022-2023 YE	2023-2024 DR
<b>Department: 910 - TRANSFERS</b>									
<b>Revenue</b>									
<a href="#">145-3.910.4.4830</a>	H/M - TRANS IN	0.00	0.00	50,204.59	50,204.59	25,000.00	25,000.00	25,000.00	0.00
<b>Revenue Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>50,204.59</b>	<b>50,204.59</b>	<b>25,000.00</b>	<b>25,000.00</b>	<b>25,000.00</b>	<b>0.00</b>
<b>Expense</b>									
<a href="#">145-4.910.5.6911</a>	H&M - TRANSFER	112,500.00	112,500.00	127,500.00	127,500.00	102,500.00	102,500.00	102,500.00	202,500.00
<b>Budget Detail</b>									
<b>Budget Code</b>	<b>Description</b>			<b>Units</b>	<b>Price</b>	<b>Amount</b>			
DR	CENTRAL PARK PLAYGROUND - 001			0.00	0.00	100,000.00			
DR	COMMUNITY DEVELOP SVCS - 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	SPORTS AUTHORITY - 009			0.00	0.00	10,000.00			
<b>Expense Total:</b>		<b>112,500.00</b>	<b>112,500.00</b>	<b>127,500.00</b>	<b>127,500.00</b>	<b>102,500.00</b>	<b>102,500.00</b>	<b>102,500.00</b>	<b>202,500.00</b>
<b>Department: 910 - TRANSFERS Surplus (Deficit):</b>		<b>-112,500.00</b>	<b>-112,500.00</b>	<b>-77,295.41</b>	<b>-77,295.41</b>	<b>-77,500.00</b>	<b>-77,500.00</b>	<b>-77,500.00</b>	<b>-202,500.00</b>
<b>Fund: 145 - HOTEL/MOTEL TAX - SPC REV Surplus (Deficit):</b>		<b>-16,516.00</b>	<b>14,761.59</b>	<b>79,737.59</b>	<b>100,210.29</b>	<b>140,491.24</b>	<b>188,987.78</b>	<b>140,491.24</b>	<b>-17,537.00</b>
<b>Report Surplus (Deficit):</b>		<b>-16,516.00</b>	<b>14,761.59</b>	<b>79,737.59</b>	<b>100,210.29</b>	<b>140,491.24</b>	<b>188,987.78</b>	<b>140,491.24</b>	<b>-17,537.00</b>

Group Summary

Account Typ...	2020-2021	2020-2021	2021-2022	2021-2022	2022-2023	2022-2023	Defined Budgets	2023-2024
	Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	2022-2023 YE	DR
<b>Fund: 145 - HOTEL/MOTEL TAX - SPC REV</b>								
<b>Department: 550 - HOTEL &amp; MOTEL PROMOTION</b>								
Revenue	237,502.00	237,411.28	335,060.00	347,844.95	434,900.00	439,189.25	434,900.00	434,500.00
Expense	141,518.00	110,149.69	178,027.00	170,339.25	216,908.76	172,701.47	216,908.76	249,537.00
<b>Department: 550 - HOTEL &amp; MOTEL PROMOTION Surplus (Deficit):</b>	<b>95,984.00</b>	<b>127,261.59</b>	<b>157,033.00</b>	<b>177,505.70</b>	<b>217,991.24</b>	<b>266,487.78</b>	<b>217,991.24</b>	<b>184,963.00</b>



**Budget Report**

For Fiscal: 2022-2023 Period Ending: 06/30/2023

Account Typ...	2020-2021		2021-2022		2022-2023		Defined Budgets	
	Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	2022-2023 YE	2023-2024 DR
<b>Department: 910 - TRANSFERS</b>								
Revenue	0.00	0.00	50,204.59	50,204.59	25,000.00	25,000.00	25,000.00	0.00
Expense	112,500.00	112,500.00	127,500.00	127,500.00	102,500.00	102,500.00	102,500.00	202,500.00
<b>Department: 910 - TRANSFERS Surplus (Deficit):</b>	<b>-112,500.00</b>	<b>-112,500.00</b>	<b>-77,295.41</b>	<b>-77,295.41</b>	<b>-77,500.00</b>	<b>-77,500.00</b>	<b>-77,500.00</b>	<b>-202,500.00</b>
<b>Fund: 145 - HOTEL/MOTEL TAX - SPC REV Surplus (Deficit):</b>	<b>-16,516.00</b>	<b>14,761.59</b>	<b>79,737.59</b>	<b>100,210.29</b>	<b>140,491.24</b>	<b>188,987.78</b>	<b>140,491.24</b>	<b>-17,537.00</b>
<b>Report Surplus (Deficit):</b>	<b>-16,516.00</b>	<b>14,761.59</b>	<b>79,737.59</b>	<b>100,210.29</b>	<b>140,491.24</b>	<b>188,987.78</b>	<b>140,491.24</b>	<b>-17,537.00</b>

Fund Summary

Fund	2020-2021		2021-2022		2022-2023		Defined Budgets		2023-2024
	Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	2022-2023 YE	DR	
145 - HOTEL/MOTEL TAX - SPC REV	-16,516.00	14,761.59	79,737.59	100,210.29	140,491.24	188,987.78	140,491.24	-17,537.00	
<b>Report Surplus (Deficit):</b>	<b>-16,516.00</b>	<b>14,761.59</b>	<b>79,737.59</b>	<b>100,210.29</b>	<b>140,491.24</b>	<b>188,987.78</b>	<b>140,491.24</b>	<b>-17,537.00</b>	

Year Quarter	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
2nd	\$90,131.93	\$95,828.25	\$104,494.18	\$116,962.66	\$105,602.77	\$73,907.96	\$73,870.02	\$131,832.05	\$131,000
3rd	\$107,657.34	\$111,076.28	\$114,627.80	\$134,632.88	\$119,839.44	\$66,561.88	\$123,503.49	\$142,664.26	\$141,700
4th	\$73,517.99	\$71,656.90	\$71,773.33	\$85,062.86	\$58,992.57	\$46,706.31	\$81,941.94	\$93,986.90	\$93,300
1st	\$60,998.14	\$67,370.52	\$82,310.69	\$62,941.62	\$35,750.05	\$34,398.98	\$59,565.70	\$62,775.61	\$62,000
	<b>\$332,305.40</b>	<b>\$345,931.95</b>	<b>\$373,206.00</b>	<b>\$399,600.02</b>	<b>\$320,184.83</b>	<b>\$221,575.13</b>	<b>\$338,881.15</b>	<b>\$431,258.82</b>	<b>\$428,000</b>

The BLUE text is an estimate only.

We received another strong hotel/motel tax payment for FY 23-24 - Q1 \$62,775.61 (this is the period January-February-March 2023). The first three quarters shown for FY 22-23 have been the largest quarterly payments ever for those quarters. The FY 22-23 budget was \$428,000 so we exceed that.

We are forecasting \$428,000 in revenue for FY 23-24.