



Grinnell Hotel and Motel Tax Committee
Tentative Agenda

Tuesday, August 22, 2023

12:00 pm

2nd Floor Conference Room and Via Zoom

<https://zoom.us/j/98698150537?pwd=OG84WTBhc1A2Q3VNcHFBCkpadm5Fdz09>

Meeting ID: 986 9815 0537

Passcode: 300354

One tap mobile

+19292056099,,98698150537#,,,,*300354# US (New York)

+13017158592,,98698150537#,,,,*300354# US (Washington DC)

Dial by your location

- +1 312 626 6799 US (Chicago)

Meeting ID: 986 9815 0537

Passcode: 300354

Find your local number: <https://zoom.us/j/98698150537?pwd=OG84WTBhc1A2Q3VNcHFBCkpadm5Fdz09>

Roll Call:

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

1. Call Meeting to Order
2. Approve Agenda
3. Approve minutes from June 27, 2023.
4. Monthly Budget Report
 - Current Hotel/Motel Tax Fund Balance - \$318,043.24
5. Consider request from Hotel Grinnell for reimbursement for live music in the amount of \$5,000.00.
6. Discuss I-80 signs.

7. Discuss banners and consider a maintenance plan.

8. Discuss community development process.

9. Update on Sapphire Lake.

10. Inquiries

11. Adjournment



Grinnell Hotel and Motel Tax Committee
Minutes

Tuesday, June 27, 2023

12:00 pm

2nd Floor Conference Room and Via Zoom

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

Roll Call:

Becker, Manatt (via zoom), Nowasell, Spriggs, and Wright.

Also present were Mayor Agnew, Monica St. Angelo (via zoom), Racheal Kinnick (via zoom), Maddie Yu (via zoom), Russ Behrens, and Alyssa Devig.

1. Wright called the meeting to order.
2. Becker made the motion, seconded by Nowasell to approve the agenda. AYES: 5-0. Motion carried.
3. Spriggs made the motion, seconded by Nowasell to approve minutes from May 23, 2023. AYES: 5-0. Motion carried.
4. The monthly budget report was reviewed. No action was taken.
5. I-80 signs were discussed. No action was taken.
6. Banners and maintenance for the banners was discussed. No action was taken.
7. The community development process was discussed. No action was taken.
8. Restoration efforts for Arbor Lake and Lake Nyanza were discussed. No action was taken.
9. There were no inquiries.
10. Becker made the motion, seconded by Wright to adjourn the meeting at 12:36 p.m.

| 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 |
| | \$332,305.40 | \$345,931.95 | \$373,206.00 | \$399,600.02 | \$320,184.83 | \$221,575.13 | \$338,881.15 | \$431,258.82 | \$428,000 |

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.



Grinnell, IA

Treasurers Report Summary

Date Range: 08/17/2023 - 08/17/2023

| Fund | Beginning Cash Balance | Revenues | Expenses | Net Change Assets | Net Change Liabilities | Calculated Ending Balance | Actual Ending Balance | Calculated - Actual Ending |
|---------------------------------|---------------------------|-------------|-------------|----------------------|---------------------------|------------------------------|--------------------------|-------------------------------|
| 145 - HOTEL/MOTEL TAX - SPC REV | 318,043.24 | 0.00 | 0.00 | 0.00 | 0.00 | 318,043.24 | 318,043.24 | 0.00 |
| Report Total: | 318,043.24 | 0.00 | 0.00 | 0.00 | 0.00 | 318,043.24 | 318,043.24 | 0.00 |



Grinnell, IA

Budget Report Account Summary

For Fiscal: 2023-2024 Period Ending: 08/31/2023

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 |
|--|---------------------------|---------------------------|-----------------------------|---------------------------|-----------------------------|---------------------------|---------------------------|
| Fund: 145 - HOTEL/MOTEL TAX - SPC REV | | | | | | | |
| Revenue | | | | | | | |
| 145-3.550.2.4415 | H/M - FEDERAL FEMA GRANT | 0.00 | 1,849.50 | 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 | 5,000.00 | 0.00 |
| Budget Detail | | | | | | | |
| Budget Code | Description | | | Units | Price | Amount | |
| 2023-2024 | SALE OF TREES | | | 1.00 | -5,000.00 | -5,000.00 | |
| 145-3.550.4.4085 | H/M - TAX DISTRIBUTION | 329,000.00 | 338,881.15 | 428,000.00 | 431,258.82 | 428,000.00 | 0.00 |
| 145-3.550.4.4300 | H/M - INTEREST EARNED | 1,060.00 | 1,170.00 | 1,900.00 | 2,408.16 | 1,500.00 | 227.42 |
| 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 |
| | Revenue Total: | 385,264.59 | 398,049.54 | 459,900.00 | 464,412.46 | 434,500.00 | 227.42 |
| Expense | | | | | | | |
| 145-4.550.1.6010 | H/M - SALARIES | 19,600.00 | 21,181.51 | 20,500.00 | 23,825.25 | 21,525.00 | 2,008.91 |
| 145-4.550.1.6020 | H&M - PART TIME SALARIES | 5,550.00 | 0.00 | 3,000.00 | 2,381.78 | 7,000.00 | 0.00 |
| 145-4.550.1.6040 | H&M - OVERTIME SALARIES | 150.00 | 392.37 | 210.00 | 0.00 | 210.00 | 0.00 |
| 145-4.550.1.6050 | H&M - TEMP PAY | 20,000.00 | 10,943.18 | 20,000.00 | 12,091.80 | 20,000.00 | 3,301.20 |
| Budget Detail | | | | | | | |
| Budget Code | Description | | | Units | Price | Amount | |
| 2023-2024 | TEMP AGENCY | | | 1.00 | 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 |
| Budget Detail | | | | | | | |
| Budget Code | Description | | | Units | Price | Amount | |
| 2023-2024 | FT | | | 0.00 | 0.00 | 1,650.00 | |
| 2023-2024 | PT | | | 0.00 | 0.00 | 570.00 | |
| 145-4.550.1.6130 | H&M - IPERS | 2,375.00 | 831.84 | 2,600.00 | 0.00 | 2,732.00 | 0.00 |
| Budget Detail | | | | | | | |
| Budget Code | Description | | | Units | Price | Amount | |
| 2023-2024 | FT | | | 0.00 | 0.00 | 2,031.00 | |

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 08/31/2023

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 | PT | | | 0.00 | 0.00 | 701.00 | |
| 145-4.550.1.6210 | H&M - DUES, MBRSPS | 2,000.00 | 2,000.00 | 2,000.00 | 0.00 | 2,000.00 | 0.00 |
| 145-4.550.2.6413 | H&M - PYMT TO OTHER AGEN | 62,877.00 | 62,876.80 | 82,068.76 | 82,068.76 | 85,000.00 | 37,109.14 |
| Budget Detail | | | | | | | |
| Budget Code | Description | | | Units | Price | Amount | |
| 2023-2024 | REBATE TO GRINNELL CTR LLC | | | 1.00 | 85,000.00 | 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 | 0.00 |
| 145-4.550.2.6508 | H&M - POSTAGE AND SHIPPIN | 50.00 | 0.00 | 50.00 | 0.00 | 50.00 | 0.00 |
| 145-4.550.2.6513 | H&M - MISC SUPP - TREES/FLW | 25,000.00 | 35,144.81 | 30,000.00 | 19,859.62 | 30,000.00 | 154.84 |
| Budget Detail | | | | | | | |
| Budget Code | Description | | | Units | Price | Amount | |
| 2023-2024 | | | | 1.00 | 0.00 | 0.00 | |
| 2023-2024 | TREES/FLOWERS OTHER DWTN | | | 1.00 | 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 | 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 |
| 145-4.550.2.6526 | H&M - PROJ DEV/OTHER EXP | 5,000.00 | 1,500.00 | 10,000.00 | 1,000.00 | 20,000.00 | 0.00 |
| Budget Detail | | | | | | | |
| Budget Code | Description | | | Units | Price | Amount | |
| 2023-2024 | CBD RECRUITMENT DWTN ONLY | | | 1.00 | 15,000.00 | 15,000.00 | |
| 2023-2024 | EVENT RECRUITMENT/HOST | | | 1.00 | 5,000.00 | 5,000.00 | |
| 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 | 436.00 |
| Budget Detail | | | | | | | |
| Budget Code | Description | | | Units | Price | Amount | |
| 2023-2024 | OTHER PROMOTIONS, MTGS ETC | | | 1.00 | 2,000.00 | 2,000.00 | |
| 2023-2024 | PROJECTS/PROMOTIONS | | | 1.00 | 9,300.00 | 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 | 0.00 |
| 145-4.550.2.6529 | H&M - GRINNELL FIREWORKS | 13,500.00 | 16,900.00 | 18,000.00 | 18,000.00 | 20,000.00 | 0.00 |
| 145-4.550.3.6727 | H&M - PROJECTS | 5,000.00 | 4,837.82 | 10,000.00 | 3,247.48 | 10,000.00 | 10,000.00 |
| Budget Detail | | | | | | | |
| Budget Code | Description | | | Units | Price | Amount | |
| 2023-2024 | CENTRAL EVENTS/ENTERTAINMENT | | | 1.00 | 5,000.00 | 5,000.00 | |
| 2023-2024 | HOLIDAY LGTS (CENTRAL PARK) | | | 1.00 | 5,000.00 | 5,000.00 | |
| 145-4.910.5.6911 | H&M - TRANSFER | 127,500.00 | 127,500.00 | 102,500.00 | 102,500.00 | 202,500.00 | 0.00 |

Budget Worksheet

For Fiscal: 2023-2024 Period Ending: 08/31/2023

Defined Budgets _____

| | | | | | | |
|--|---------------------|-----------------------|---------------------|-----------------------|---------------------|---------------------|
| | 2021-2022 | 2021-2022 | 2022-2023 | 2022-2023 | 2023-2024 | 2023-2024 |
| | Total Budget | Total Activity | Total Budget | Total Activity | Total Budget | YTD Activity |

Budget Detail

| Budget Code | Description | Units | Price | Amount |
|--------------------|-------------------------------|--------------|--------------|---------------|
| 2023-2024 | CENTRAL PARK PLAYGROUND - 001 | 0.00 | 0.00 | 100,000.00 |
| 2023-2024 | COMMUNITY DEVELOP SVCS - 105 | 0.00 | 0.00 | 30,000.00 |
| 2023-2024 | EMS - 001 | 0.00 | 0.00 | 25,000.00 |
| 2023-2024 | GEN FUND TRANS | 0.00 | 0.00 | 37,500.00 |
| 2023-2024 | SPORTS AUTHORITY - 009 | 0.00 | 0.00 | 10,000.00 |

| | | | | | | |
|-----------------------|-------------------|-------------------|-------------------|-------------------|-------------------|------------------|
| Expense Total: | 305,527.00 | 297,839.25 | 319,408.76 | 277,178.84 | 452,037.00 | 53,010.09 |
|-----------------------|-------------------|-------------------|-------------------|-------------------|-------------------|------------------|

| | | | | | | |
|---|------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Fund: 145 - HOTEL/MOTEL TAX - SPC REV Surplus (Deficit): | 79,737.59 | 100,210.29 | 140,491.24 | 187,233.62 | -17,537.00 | -52,782.67 |
|---|------------------|-------------------|-------------------|-------------------|-------------------|-------------------|

| | | | | | | |
|----------------------------------|------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Report Surplus (Deficit): | 79,737.59 | 100,210.29 | 140,491.24 | 187,233.62 | -17,537.00 | -52,782.67 |
|----------------------------------|------------------|-------------------|-------------------|-------------------|-------------------|-------------------|

Group Summary

| Account Type | 2021-2022 | 2021-2022 | 2022-2023 | 2022-2023 | 2023-2024 | 2023-2024 |
|---|------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | Total Budget | Total Activity | Total Budget | Total Activity | Total Budget | YTD Activity |
| Fund: 145 - HOTEL/MOTEL TAX - SPC REV | | | | | | |
| Revenue | 385,264.59 | 398,049.54 | 459,900.00 | 464,412.46 | 434,500.00 | 227.42 |
| Expense | 305,527.00 | 297,839.25 | 319,408.76 | 277,178.84 | 452,037.00 | 53,010.09 |
| Fund: 145 - HOTEL/MOTEL TAX - SPC REV Surplus (Deficit): | 79,737.59 | 100,210.29 | 140,491.24 | 187,233.62 | -17,537.00 | -52,782.67 |
| Report Surplus (Deficit): | 79,737.59 | 100,210.29 | 140,491.24 | 187,233.62 | -17,537.00 | -52,782.67 |

Fund Summary

| Fund | 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 |
| 145 - HOTEL/MOTEL TAX - SPC REV | 79,737.59 | 100,210.29 | 140,491.24 | 187,233.62 | -17,537.00 | -52,782.67 |
| Report Surplus (Deficit): | 79,737.59 | 100,210.29 | 140,491.24 | 187,233.62 | -17,537.00 | -52,782.67 |

Grinnell Center LLC dba Hotel Grinnell**INVOICE**

925 Park Street
 Grinnell IA 50112
 641-236-9250

DATE: July 31, 2023
INVOICE # 1166
DUE DATE: *Due on Receipt*

Bill To:

City of Grinnell
 520 Fourth Ave
 Grinnell IA 50112

| DESCRIPTION | AMOUNT |
|---|--------------------|
| Live Music Grant | \$ 5,000.00 |
| 05.05.2023 Kevin Burt | \$ 350.00 |
| 05.07.2023 Emma Schaefer & Theo Richter | \$ 300.00 |
| 05.12.2023 Blame Papa | \$ 500.00 |
| 05.13.2023 Adam Whitehead | \$ 500.00 |
| 05.14.2023 Frannie Crego | \$ 250.00 |
| 05.19.2023 Patricia Holly | \$ 300.00 |
| 05.20.2023 Phukao, Lucy & Kaitlin | \$ 300.00 |
| 05.21.2023 Dave Ducharme-Jones | \$ 350.00 |
| 05.26.2023 Stringfield | \$ 500.00 |
| 05.28.2023 The High Crest | \$ 350.00 |
| 06.02.2023 Steve Grismore | \$ 300.00 |
| 06.03.2023 Emma Butterworth | \$ 500.00 |
| 06.04.2023 Brad & Kate | \$ 500.00 |
| 06.09.2023 Dan Isreal | \$ 400.00 |
| 06.10.2023 The Other Brothers | \$ 800.00 |
| 06.11.2023 David Watson | \$ 300.00 |
| 06.16.2023 Phukao, Lizzy & Kaitlin | \$ 300.00 |
| 06.23.2023 Frannie Crego & Jim Crego | \$ 350.00 |
| 06.24.2023 Blame Papa | \$ 500.00 |
| 06.25.2023 Ryne Doughty | \$ 350.00 |
| 06.30.2023 Dave Ducharme-Jones | \$ 350.00 |
| 07.01.2023 Alliance | \$ 800.00 |
| 07.02.2023 David Watson | \$ 300.00 |
| 07.07.2023 Stringfield | \$ 500.00 |
| 07.08.2023 Altered Mental Status | \$ 300.00 |
| 07.09.2023 Matt Jennings | \$ 350.00 |
| 07.14.2023 Dave Zolo | \$ 600.00 |
| 07.15.2023 Tanya English | \$ 500.00 |
| TOTAL | \$ 5,000.00 |

Make all checks payable to Grinnell Center LLC dba Hotel Grinnell
 If you have any questions concerning this invoice contact Angela Harrington @
 angelaharrington3@gmail.com

THANK YOU FOR YOUR BUSINESS!