



GRINNELL HOTEL/MOTEL COMMITTEE REGULAR SESSION
MEETING
TUESDAY, JULY 28, 2026, AT 12:00 PM
IN THE LARGE CONFERENCE ROOM ON THE 2ND FLOOR OF
CITY HALL AND VIA ZOOM

Join Zoom Meeting

TENTATIVE AGENDA

1. Roll Call:

A. Becker (Vice Chair)____ Cox ____ Manatt____ Nowasell____ Smith____ Spriggs____
Wright (Chair)____

2. Call to Order:

3. Approve Agenda:

4. Approval of the Minutes:

A. May 26, 2026.

5. Monthly Budget Report: \$445,566.51

A. Budget Reports.

6. Committee Business:

A. Billboard lights update.

B. Consider approval of a request from Grinnell College to contribute \$2,000 toward a community-wide back-to-school celebration on Thursday, September 3, at 7 p.m. in Central Park.

7. Inquiries: Public Comment

Visitors may address the Council/Board at this time; however, comments will be limited to 2 minutes. As per Iowa's Open Meetings Law, Council/Board can only listen during public comments and cannot take any action on items that are not posted on the agenda. Council may take issues under advisement and if needed refer them to a department head, Mayor's committee, or add them to a future agenda.

8. Adjourn:

Any person with a disability who requires a modification or accommodation in order to participate in the meeting, or any person with limited English proficiency (LEP) who requires language assistance to communicate with the City Council during the meeting, should contact the City Clerk, (641) 236-2600 or adevig@grinnelliowa.gov, no fewer than two business days prior to the meeting to enable the City of Grinnell to make reasonable arrangements to assure accessibility or language assistance for the meeting.



GRINNELL HOTEL/MOTEL COMMITTEE REGULAR SESSION MEETING
TUESDAY, MAY 26, 2026, AT 12:00 PM
IN THE COUNCIL CHAMBERS ON THE 2ND FLOOR OF CITY HALL AND VIA ZOOM

[HTTPS://ZOOM.US/J/94029629743?PWD=Q1BSQLFOSTMXDVIDIM1PYA0NODDK0QT09](https://zoom.us/j/94029629743?pwd=Q1BSQLFOSTMXDVIDIM1PYA0NODDK0QT09)

MINUTES

Roll Call: Becker, Manatt (via zoom), Nowasell, Smith, Spriggs and Wright. Absent: Cox.

Spriggs made the motion, seconded by Manatt, to approve the agenda as presented.
AYES: 6-0. Motion carried

Smith made the motion, seconded by Nowasell, to approve the April 28, 2026, minutes.
AYES: 6-0. Motion carried

The committee reviewed the financial report and requested prior year detail and historical revenue be shown in the future.

Smith made the motion, seconded by Spriggs, to approve applying and participating in Travel Iowa's Co-op Video Content Package in the amount of \$4,500. AYES: 6-0.
Motion carried

Spriggs made the motion, seconded by Smith, to approve a two-year-long digital tourism marketing campaign with Double You Marketing for \$19,100.00 with periodic reporting to the committee. AYES: 5-0. Abstain: Becker (conflict of interest) Motion carried

Becker made the motion, seconded by Spriggs, to approve a partial payment to the Grinnell Area Arts Council in the amount of \$9,518.22 for the Creatures of Grinnell Public Art Project. AYES: 6-0. Motion carried

There were no inquiries.

The meeting was adjourned at 1:06 P.M.

Respectfully submitted by:

Alyssa Devig, Secretary of the Committee



Grinnell, IA

Budget Worksheet

Account Summary

For Fiscal: 2026-2027 Period Ending: 07/31/2026

								Defined Budgets
		2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 Total Activity	2026-2027 Total Budget	2026-2027 YTD Activity	2026-2027 26
Fund: 145 - HOTEL/MOTEL TAX - SPC REV								
Department: 550 - HOTEL & MOTEL PROMOTION								
Expense								
145-4.550.1.6010	H/M - SALARIES	31,735.00	28,568.44	23,278.00	27,048.27	24,675.00	0.00	24,675.00
145-4.550.1.6020	H&M - PART TIME SALARIES	7,500.00	0.00	0.00	0.00	0.00	0.00	0.00
145-4.550.1.6040	H&M - OVERTIME SALARIES	210.00	0.00	446.98	623.59	0.00	0.00	0.00
145-4.550.1.6050	H&M - TEMP PAY	20,000.00	9,546.60	13,000.00	7,039.20	13,000.00	470.40	13,000.00
145-4.550.1.6110	H&M - FICA	2,494.00	0.00	0.00	0.00	0.00	0.00	0.00
145-4.550.1.6130	H&M - IPERS	3,077.00	0.00	0.00	0.00	0.00	0.00	0.00
145-4.550.1.6210	H&M - DUES/MBRPS/SUBS	2,400.00	2,379.32	2,500.00	2,499.71	2,400.00	0.00	2,400.00
145-4.550.2.6413	H&M - PYMT TO OTHER AGENC...	85,000.00	82,552.53	46,196.15	46,196.15	85,000.00	0.00	85,000.00
145-4.550.2.6414	H&M - MUSIC IN THE PARK	5,000.00	5,000.00	5,000.00	5,000.00	5,500.00	0.00	5,500.00
145-4.550.2.6508	H&M - POSTAGE AND SHIPPING	50.00	0.00	50.00	0.00	50.00	0.00	50.00
145-4.550.2.6513	H&M - MISC SUPP - TREES/FL...	30,000.00	19,813.87	27,000.00	19,274.24	27,000.00	0.00	27,000.00
145-4.550.2.6526	H&M - PROJ DEV/OTHER EXP	100,000.00	100,000.00	0.00	0.00	100,000.00	0.00	100,000.00
145-4.550.2.6527	H&M - FEES/OTHER EXP	5,000.00	880.00	8,900.00	3,876.26	10,900.00	0.00	10,900.00
145-4.550.2.6528	H&M - MINI-GRANT AWARDS	10,000.00	10,000.00	5,762.00	7,762.00	5,000.00	6,500.00	5,000.00
145-4.550.2.6529	H&M - GRINNELL FIREWORKS	20,000.00	20,000.00	25,000.00	25,000.00	25,000.00	0.00	25,000.00
145-4.550.3.6727	H&M - PROJECTS	10,000.00	5,467.35	95,050.00	71,101.12	21,500.00	0.00	21,500.00
Expense Total:		332,466.00	284,208.11	252,183.13	215,420.54	320,025.00	6,970.40	320,025.00
Department: 550 - HOTEL & MOTEL PROMOTION Total:		332,466.00	284,208.11	252,183.13	215,420.54	320,025.00	6,970.40	320,025.00

		2024-2025	2024-2025	2025-2026	2025-2026	2026-2027	2026-2027	2026-2027
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	Defined Budgets
								26
Department: 910 - TRANSFERS								
Expense								
145-4.910.5.6911	H&M - TRANSFER	192,500.00	192,500.00	192,500.00	192,500.00	197,500.00	0.00	197,500.00
	Expense Total:	192,500.00	192,500.00	192,500.00	192,500.00	197,500.00	0.00	197,500.00
	Department: 910 - TRANSFERS Total:	192,500.00	192,500.00	192,500.00	192,500.00	197,500.00	0.00	197,500.00
	Fund: 145 - HOTEL/MOTEL TAX - SPC REV Total:	524,966.00	476,708.11	444,683.13	407,920.54	517,525.00	6,970.40	517,525.00
	Report Total:	524,966.00	476,708.11	444,683.13	407,920.54	517,525.00	6,970.40	517,525.00

Group Summary

Account Typ...	Defined Budgets						
	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 Total Activity	2026-2027 Total Budget	2026-2027 YTD Activity	2026-2027 26
Fund: 145 - HOTEL/MOTEL TAX - SPC REV							
Department: 550 - HOTEL & MOTEL PROMOTION							
Expense	332,466.00	284,208.11	252,183.13	215,420.54	320,025.00	6,970.40	320,025.00
Department: 550 - HOTEL & MOTEL PROMOTION Total:	332,466.00	284,208.11	252,183.13	215,420.54	320,025.00	6,970.40	320,025.00

Budget Worksheet

For Fiscal: 2026-2027 Period Ending: 07/31/2026

							Defined Budgets
Account Typ...	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 Total Activity	2026-2027 Total Budget	2026-2027 YTD Activity	2026-2027 26
Department: 910 - TRANSFERS							
Expense	192,500.00	192,500.00	192,500.00	192,500.00	197,500.00	0.00	197,500.00
Department: 910 - TRANSFERS Total:	192,500.00	192,500.00	192,500.00	192,500.00	197,500.00	0.00	197,500.00
Fund: 145 - HOTEL/MOTEL TAX - SPC REV Total:	524,966.00	476,708.11	444,683.13	407,920.54	517,525.00	6,970.40	517,525.00
Report Total:	524,966.00	476,708.11	444,683.13	407,920.54	517,525.00	6,970.40	517,525.00



Grinnell, IA

Detail vs Budget Report

Account Detail

Date Range: 07/01/2026 - 07/27/2026

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
145 - HOTEL/MOTEL TAX - SPC REV								
Revenue								
145-3.550.2.4780	H/M - OTHER MISC REVENUES	0.00	-5,000.00	0.00	0.00	0.00	-5,000.00	-100.00%
145-3.550.4.4085	H/M - TAX DISTRIBUTION	0.00	-460,000.00	0.00	0.00	0.00	-460,000.00	-100.00%
145-3.550.4.4300	H/M - INTEREST EARNED	0.00	-4,000.00	0.00	0.00	0.00	-4,000.00	-100.00%
Revenue Totals:		0.00	-469,000.00	0.00	0.00	0.00	-469,000.00	-100.00%
Expense								
145-4.550.1.6010	H/M - SALARIES	0.00	24,675.00	0.00	0.00	0.00	24,675.00	100.00%
145-4.550.1.6050	H&M - TEMP PAY	0.00	13,000.00	0.00	470.40	470.40	12,529.60	96.38%
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	
07/06/2026	APPKT01758	2839278	127976	TEMP LABOR	020404 - TEMP ASSOCIATES		357.00	
07/06/2026	APPKT01758	2839302	127976	TEMP LABOR	020404 - TEMP ASSOCIATES		369.60	
07/06/2026	APPKT01758	2839362	127976	TEMP LABOR	020404 - TEMP ASSOCIATES		147.00	
07/06/2026	APPKT01758	2839411	127976	TEMP LABOR	020404 - TEMP ASSOCIATES		197.40	
07/06/2026	APPKT01767	2839278	127976	TEMP LABOR	020404 - TEMP ASSOCIATES		-357.00	
07/06/2026	APPKT01767	2839302	127976	TEMP LABOR	020404 - TEMP ASSOCIATES		-369.60	
07/06/2026	APPKT01767	2839362	127976	TEMP LABOR	020404 - TEMP ASSOCIATES		-147.00	
07/06/2026	APPKT01767	2839411	127976	TEMP LABOR	020404 - TEMP ASSOCIATES		-197.40	
07/06/2026	APPKT01780	2839470	APA000108	TEMP LABOR	020404 - TEMP ASSOCIATES		470.40	
145-4.550.1.6210	H&M - DUES/MBRPS/SUBS	0.00	2,400.00	0.00	0.00	0.00	2,400.00	100.00%
145-4.550.2.6413	H&M - PYMT TO OTHER AGENCIES	0.00	85,000.00	0.00	0.00	0.00	85,000.00	100.00%
145-4.550.2.6414	H&M - MUSIC IN THE PARK	0.00	5,500.00	0.00	0.00	0.00	5,500.00	100.00%
145-4.550.2.6508	H&M - POSTAGE AND SHIPPING	0.00	50.00	0.00	0.00	0.00	50.00	100.00%

Detail vs Budget Report

Account		Name		Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
145-4.550.2.6513		H&M - MISC SUPP - TREES/FLWRS		0.00	27,000.00	0.00	0.00	0.00	27,000.00	100.00%
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor		Project Account		Amount	
07/06/2026	APPKT01758	1H94-VQGD-HK39	127956	NITRILE GLOVES - WATERING	002581 - AMAZON CAPITAL SERVICES				55.98	
07/06/2026	APPKT01767	1H94-VQGD-HK39	127956	NITRILE GLOVES - WATERING	002581 - AMAZON CAPITAL SERVICES				-55.98	
145-4.550.2.6526		H&M - PROJ DEV/OTHER EXP		0.00	100,000.00	0.00	0.00	0.00	100,000.00	100.00%
145-4.550.2.6527		H&M - FEES/OTHER EXP		0.00	10,900.00	0.00	0.00	0.00	10,900.00	100.00%
145-4.550.2.6528		H&M - MINI-GRANT AWARDS		0.00	5,000.00	0.00	6,500.00	6,500.00	-1,500.00	-30.00%
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor		Project Account		Amount	
07/06/2026	APPKT01751	100	128007	MINI GRANT - SMALL TOWN BASEBALL	002234 - KETCHUM, DAN				6,500.00	
145-4.550.2.6529		H&M - GRINNELL FIREWORKS		0.00	25,000.00	0.00	0.00	0.00	25,000.00	100.00%
145-4.550.3.6727		H&M - PROJECTS		0.00	21,500.00	0.00	0.00	0.00	21,500.00	100.00%
145-4.910.5.6911		H&M - TRANSFER		0.00	197,500.00	0.00	0.00	0.00	197,500.00	100.00%
Expense Totals:				0.00	517,525.00	0.00	6,970.40	6,970.40	510,554.60	-98.65%
145 - HOTEL/MOTEL TAX - SPC REV Totals:				0.00	48,525.00	0.00	6,970.40	6,970.40	41,554.60	-85.64%
Report Total:				0.00	48,525.00	0.00	6,970.40	6,970.40	41,554.60	-85.64%

Fund Summary

Fund	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
145 - HOTEL/MOTEL TAX - SPC REV	0.00	48,525.00	0.00	6,970.40	6,970.40	41,554.60	
Report Total:	0.00	48,525.00	0.00	6,970.40	6,970.40	41,554.60	

Request for City Funding for Public Event

From Eggert, Libby <eggertl@grinnell.edu>
Date Wed 7/8/2026 3:20 PM
To Alyssa Devig <adevig@grinnelliowa.gov>
Cc Smith, Sarah <smithsa2@grinnell.edu>

Dear Alyssa,

I hope you're doing well.

I'm reaching out on behalf of the Office of Community Partnerships, Planning, and Research to ask if the City of Grinnell would contribute \$2,000 toward a community-wide back-to-school celebration on Thursday, September 3, at 7 p.m. in Central Park, featuring the Final Mix Show Band. Please let me know what forms we can fill out, if needed, to support this request.

The event is designed to welcome students back for the academic year while bringing together Grinnell College, local schools, families, and community members for an evening of live music and community celebration. We hope it becomes an annual tradition that celebrates the beginning of the school year and reflects our community's shared value of education.

Jenelle Veit (Public Events/Conference Operations), Sarah Smith (Community Partnerships, Planning, and Research), and I have been coordinating the planning and logistics for the event.

To support the event, we are asking the City of Grinnell, Public Events, Student Affairs, the Office of Community Partnerships, Planning, and Research, and the President's Office to each contribute \$2,000 toward a total event budget of \$10,000. The budget covers the musical entertainment, event logistics, programming, equipment, and other operational expenses for this community event.

Please let me know if you have any questions or if additional information would be helpful. We appreciate your consideration and the City's ongoing partnership.

Best,

Libby Eggert

Libby Eggert '25

Post Baccalaureate Community Partnerships Assistant

Grinnell College

Office of Community Partnerships, Planning, and Research

1127 Park St., Grinnell, IA 50112

Contact

Phone: 641-269-4583
eggertl@grinnell.edu
she/her/hers

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