



AGENDA LODGING TAX ADVISORY COMMITTEE

DATE: September 11, 2023

TIME: 4:30 pm – 5:00 pm

PLACE: This meeting will be conducted via ZOOM. Any member of the public wishing to attend the meeting virtually may do so by logging onto <https://us02web.zoom.us/j/83771526343> or by calling 1-253-215-8782, enter the meeting ID no. 83771526343 and passcode 711926 and follow the instructions. Zoom will allow all committee members, staff, and members of the public to hear all individuals who are participating in the meeting. Members of the public, please mute your phone upon joining.

LTAC: Shane Bowman, Chair, City of Battle Ground Council
Al Patel, Best Western
Mar Meyerhoefer, Airbnb
Wayne Rivers, Chamber of Commerce
Elba Benzler, Get Bold Events

AGENDA ITEMS:

1. Review and approval of minutes for June 12, 2023
2. Review of accounts payable
 - Best Western 2023 advertising - \$20,222.85
3. Cash Balance - \$284,045 as of 9.5.23
4. New/Other Business
 - Applications for 2024 lodging activities review and approval
5. Next Committee Meeting: TBD
 - This institution is an equal opportunity provider and employer.
 - Información será traducida al español a petición de cityclerk.info@cityofbg.org.
 - Информация имеется на русском языке по запросу на cityclerk.info@cityofbg.org.
 - 如需相关信息的中文版本, 请来函索取: cityclerk.info@cityofbg.org
 - Za informacije na bosanskom jeziku obratite se na adresu cityclerk.info@cityofbg.org
 - Ang impormasyon ay makukuha sa Tagalog sa pamamagitan ng kahilingan sa cityclerk.info@cityofbg.org
 - Gửi yêu cầu nhận thông tin sẵn có bằng tiếng Việt đến cityclerk.info@cityofbg.org



MINUTES LODGING TAX ADVISORY COMMITTEE

DATE: June 12, 2023

TIME: 4:30 pm – 5:00 pm [called to order at 4:30 pm](#)

PLACE: This meeting will be conducted via ZOOM. Any member of the public wishing to attend the meeting virtually may do so by logging onto <https://us02web.zoom.us/j/83242077109> or by calling 1-253-215-8782, enter the meeting ID no. 83242077109 and passcode 761706 and follow the instructions. Zoom will allow all committee members, staff, and members of the public to hear all individuals who are participating in the meeting. Members of the public, please mute your phone upon joining.

LTAC: Shane Bowman, Chair, City of Battle Ground Council ([absent](#))
Al Patel, Best Western ([present](#))
Mar Meyerhoefer, Airbnb ([present](#))
Wayne Rivers, Chamber of Commerce ([present](#))
Elba Benzler, Get Bold Events ([absent](#))

AGENDA ITEMS:

1. Review and approval of minutes for September 12, 2022 [Wayne Rivers made a motion to approve, Mar Meyerhoefer seconded, motion pass unanimously](#)
2. Review of accounts payable
 - Choice Events Pig Jam 2022 - \$7,000
 - Ladybug Bazaar 2022 - \$670.67
 - Best Western 2022 advertising - \$16,271.89
 - Best Western 2023 advertising - \$17,887.75

[Meagan Lowery, Finance and Information Services Director for the City of Battle Ground presented the accounts payable items](#)
3. Cash Balance - \$281,317 as of 6.12.23 [Meagan Lowery, Finance and Information Services Director for the City of Battle Ground presented the fund's cash balance](#)
4. New/Other Business
 - JLARC report submitted for 2022 activities [Meagan Lowery, Finance and Information Services Director informed the committee of the submitted annual report](#)
 - Applications for 2024 lodging activities will be open at the end of June [Meagan Lowery, Finance and Information Services Director informed the committee of when the application period will open and close in addition to informing the committee when they will review/approve the applications for funding at the next meeting in September.](#)

5. Next Committee Meeting: [September 11, 2023 4:30pm via zoom](#)

Meeting adjourned at 4:35 pm

- This institution is an equal opportunity provider and employer.
- Información será traducida al español a petición de cityclerk.info@cityofbg.org.
- Информация имеется на русском языке по запросу на cityclerk.info@cityofbg.org.
- 如需相关信息的中文版本, 请来函索取: cityclerk.info@cityofbg.org
- Za informacije na bosanskom jeziku obratite se na adresu cityclerk.info@cityofbg.org
- Ang impormasyon ay makukuha sa Tagalog sa pamamagitan ng kahilingan sa cityclerk.info@cityofbg.org
- Gửi yêu cầu nhận thông tin sẵn có bằng tiếng Việt đến cityclerk.info@cityofbg.org

CITY OF BATTLE GROUND
LODGING TAX FUND

REVENUE 108-0000-313-31-00 (CASH BASIS)

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	
Jan	1,496.74	-	1,660.56	1,769.66	2,589.52	1,918.72	1,918.72	2,382.80	2,307.18	3,691.32	4,046.67	4,623.22	356.64	6,974.55	10,859.97	
Feb	1,982.62	1,728.60	3,033.36	1,396.06	1,459.32	-	-	2,648.56	2,995.36	2,906.28	3,897.72	4,536.16	1,153.86	6,905.56	5,014.06	
March	1,721.66	-	-	-	-	1,754.94	1,761.20	2,460.78	2,900.90	2,880.70	4,115.50	3,954.06	687.74	6,376.61	5,470.92	
Apr	1,251.02	2,216.54	-	1,124.36	2,671.26	-	1,653.32	1,977.60	3,330.24	6.72	4,318.00	609.56	3,925.64	6,837.32	5,580.54	
May	-	-	3,281.68	1,094.06	1,250.58	4,830.58	1,296.52	26.48	4,245.42	7,593.91	5,189.84	-	4,474.68	8,476.18	5,763.02	
Jun	3,212.72	-	1,447.88	987.60	1,927.06	1,970.92	4,284.00	5,047.52	4,136.28	4,181.38	4,397.88	2,974.82	5,862.32	9,887.28	5,230.36	
Jul	1,599.98	2,084.52	1,599.34	1,397.18	-	2,175.56	2,683.92	3,113.68	4,456.76	5,070.66	4,798.65	6,974.36	5,929.28	10,363.38	6,680.38	
Aug	-	1,799.52	1,740.74	1,504.46	3,720.66	2,284.08	2,925.94	3,886.42	5,282.54	6,269.22	6,371.00	5,859.08	6,548.14	11,680.44	7,253.10	
Sep	2,424.24	2,130.80	1,887.60	3,502.52	2,708.68	-	3,964.12	4,144.46	5,594.16	6,785.92	7,456.18	5,085.02	11,017.86	9,270.20	-	
Oct	-	-	2,094.96	2,194.92	3,447.20	7,346.00	3,905.80	4,555.00	6,109.36	6,466.46	7,134.32	5,639.10	9,889.65	8,541.76	-	
Nov	2,196.22	4,429.64	2,161.92	2,221.94	3,267.76	2,941.92	3,178.78	3,465.28	4,332.90	4,737.20	5,897.92	5,570.04	8,207.74	6,774.68	-	
Dec	4,042.68	2,174.84	2,087.06	2,276.40	2,826.16	2,452.40	2,907.66	3,561.14	3,759.30	4,339.13	5,556.14	847.10	8,200.95	7,807.77	-	
	\$ 19,927.88	\$ 16,564.46	\$ 20,995.10	\$ 19,469.16	\$ 25,868.20	\$ 27,675.12	\$ 30,479.98	\$ 37,269.72	\$ 49,450.40	\$ 54,928.90	\$ 63,179.82	\$ 46,672.52	\$ 66,254.50	\$ 99,895.73	\$ 51,852.35	
					Interest	691.32	878.82	859.19	1,045.18	1,478.60	2,207.27	5,333.60	2,876.20	789.55	3,589.74	6,377.94
					Total	\$ 26,559.52	\$ 28,553.94	\$ 31,339.17	\$ 38,314.90	\$ 50,929.00	\$ 57,136.17	\$ 68,513.42	\$ 49,548.72	\$ 67,044.05	\$ 103,485.47	\$ 58,230.29
					Budget				35,000.00	36,000.00	50,000.00	50,500.00	53,045.00	52,959.00	52,960.00	

ACTUAL EXPENDITURES 108-0000-557-30-41		2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Battle Ground Chamber of Commerce (Passport)												
Passport Program		22,638.16	4,146.36									
Geocoins							1,483.00					
Best Western - Advertising			10,298.89									
DigiTouch Media				766.35								
Expedia Travel Ads				6,000.00					1,800.00	4,000.00	29,595.00	18,900.00
Holiday Package Advertising					2,500.00		3,000.00	3,000.00				
Lafromboise Communications				277.20								
Lamar Companies - Bulletins					3,948.00	11,700.00		6,000.00				
Milestone					8,093.70	8,791.60	11,219.00	13,463.40	13,463.40	13,463.00	10,097.55	8,975.60
Oregonian Media Group - Holiday Train				2,748.52								
Pamplin Media Group - Holiday Events Guide				938.33	2,496.66					7,550.00	13,979.00	
StoreCo, Inc. - brochures for rest areas		900.00		900.00								
The Daily News (Longview)				2,094.06	739.00	530.00	270.00					
The Register-Guard - Romance Package				498.60								
WSDOT Motorist Signs		1,047.00	1,047.00	1,047.00	1,047.00	1,047.00	1,047.00	1,047.00	1,047.00	1,047.00	1,047.00	1,047.00
Koin 6 News campaign											4,679.94	9,188.00
	Subtotal	1,047.00	12,245.89	15,270.06	18,824.36	22,068.60	15,536.00	23,510.40	16,310.40	26,060.00	59,398.49	38,110.60
Get Bold Events												
North County Wine Run					6,000.00	5,500.00						
Resolution Run								1,500.00	2,000.00			
Whisper Community												
Resolution Run										2,500.00	2,500.00	
General Federation of Women't Clubs												
Ladybug Bazaar - Advertising							335.00	465.00	-	-	670.67	
Battle Ground Art Alliance								970.00				
Battle Ground Festival Association										18,675.90	44,473.05	
Choice Events												
Pig Jam											7,000.00	
Transfer to general fund (Harvest Days)		295.00		5,000.00	5,000.00	6,464.00	7,000.00	7,000.00	-	8,547.02		
	Total	\$ 23,980.16	\$ 16,392.25	\$ 20,270.06	\$ 29,824.36	\$ 34,032.60	\$ 24,354.00	\$ 33,445.40	\$ 18,310.40	\$ 55,782.92	\$ 114,042.21	\$ 38,110.60
	Budget					\$ 36,000.00	\$ 40,000.00	\$ 33,500.00	\$ 51,106.00	\$ 63,751.00	\$ 120,345.00	\$ 120,345.00

108-0000-111-10-99 Cash Balance \$ 113,961.09 \$ 128,100.16 \$ 139,314.34 \$ 148,588.42 \$ 164,323.05 \$ 196,600.81 \$ 242,594.18 \$ 267,821.44 \$ 286,049.76 \$ 278,313.18 \$ 284,044.82



City of Battle Ground

109 SW 1st Street, Suite 217 • Battle Ground, WA. 98604 • (360) 342-5000 • Fax (360) 342-5029

2023 LODGING TAX APPLICATIONS

	Applicant	Event	Purpose	Request	Approved	Amount Approved
1	Greater Vancouver Chamber of Commerce	GrowThe360	Marketing/ event items	6,750		
2	General Federation of Women's Clubs-Battle Ground	Ladybug Bazaar	Marketing/ event items	6,382.12		
3	Battle Ground Festival Association	Harvest Days	Marketing/ event items	65,106		
4	Best Western	Koin TV	Marketing	24,000		
5	Best Western	Adventure Packages, Online Advertising	Marketing	24,000		
6	Best Western	Highway Signs	Marketing	1,500		
7	Best Western	Online advertising	Marketing	31,400		
8	Southwest Washington Winery Association	Savor	Marketing	5,000		
		Total		\$ 164,138.12		