



AGENDA LODGING TAX ADVISORY COMMITTEE

DATE: December 13, 2021

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/84095426873> or by calling 1-253-215-8782, enter the meeting ID no. 84095426873 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: Brian Munson, 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 September 13, 2021
2. Review of accounts payable
 - Best Western advertising - \$8,487.80 (approved as part of 21 budget)
3. Cash Balance - \$294,404 as of 12.9.21
4. Old Business
 - Detail review of invoices funded in 2021
5. New/Other Business
 - Pig Jam 2022 application for consideration
6. Next Committee Meeting: March 14, 2022
 - 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: September 13, 2021

TIME: 4:30 pm – 5:00 pm 4:32 pm called to order adjourned 4:51pm

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/81508451316> or by calling 1-253-215-8782, enter the meeting ID no. 81508451316 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: Brian Munson, Chair, City of Battle Ground Council (present)
Al Patel, Best Western (present)
Mar Meyerhoefer, Airbnb (absent)
Wayne Rivers, Chamber of Commerce (present)
Elba Benzler, Get Bold Events (present)

AGENDA ITEMS:

1. Review and approval of minutes for June 7, 2021 and special meeting July 12, 2021 – Moved by Wayne Rivers to approve seconded by Al Patel, passed unanimously

2. Review of accounts payable

- Best Western advertising - \$6,243.90 (approved as part of 21 budget)
- Harvest Days - \$8,547.02 City of Battle Ground staff support (approved as part of 21 budget)

Finance Director Meagan Lowery presented the Accounts Payable Items

3. Cash Balance - \$273,607 as of 9.8.21 – Finance Director Meagan Lowery presented the fund balance

4. Old Business

- None.

5. New/Other Business

- Review 2022 applications for funding – Finance Director Meagan Lowery went through the applications with the committee. Concerns were brought forward regarding the advertising for Harvest Days to ensure they were advertising beyond the 50 mile radius of Battle Ground. Al Patel moved to approve applications as presented and Wayne Rivers seconded, passed unanimously
- Brian Munson brought forward the idea to have all the invoices reimbursed by the Lodging Tax Funds presented to the Lodging Tax Advisory Committee at the 4th quarter meeting in December. Consensus

was given by the Committee to have staff bring this as part of the Agenda Packet in December for their review.

6. Next Committee Meeting: December 13, 2021

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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
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
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
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
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
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
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
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
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
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
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
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
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	
	\$ 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	\$ 58,053.55
					Interest	691.32	878.82	859.19	1,045.18	1,478.60	2,207.27	5,333.60	2,876.20
					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
					Budget				35,000.00	36,000.00	50,000.00	50,500.00	51,005.00

ACTUAL EXPENDITURES 108-0000-557-30-41		2013	2014	2015	2016	2017	2018	2019	2020	2021
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	4,000
Holiday Package Advertising					2,500.00		3,000.00	3,000.00		4,000
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	12,341
Oregonian Media Group - Holiday Train				2,748.52						
Pamplin Media Group - Holiday Events Guide				938.33	2,496.66					
StoreyCo, 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	1,047
Subtotal		1,047.00	12,245.89	15,270.06	18,824.36	22,068.60	15,536.00	23,510.40	16,310	21,388
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
General Federation of Women't Clubs										
Ladybug Bazaar - Advertising							335.00	465.00	0	0
Battle Ground Art Alliance								970.00		
Battle Ground Festival Association										
Transfer to general fund (Harvest Days)		295.00		5,000.00	5,000.00	6,464.00	7,000.00	7,000.00	0	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	\$ 32,435.47
Budget						\$ 36,000.00	\$ 40,000.00	\$ 33,500.00	\$ 51,106.00	\$ 51,107.00

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 \$ 294,404.44