

**CITY OF PLYMOUTH
ROOM TAX COMMISSION OF THE
WEDNESDAY, AUGUST 4, 2022
ROOM 305 PLYMOUTH CITY HALL, 128 SMITH ST.**

1. Call to order and roll call: The Room Tax Commission held a meeting on Thursday, August 4, 2022 at 10:00 AM. Commission members present were Mayor Pohlman, Alderman Charles Hansen (via phone), Cathy Austin, Patrick O'Toole and Mary Hauser. Tim Blakeslee, City Administrator, was also in attendance from staff.

2. Election of Chairperson: Hansen nominated Hauser to serve as Chair. Motion was made by Pohlman/O'Toole appoint Hauser. A unanimous aye vote was cast. Motion carries.

3. Approve minutes from meeting held December 1, 2021: Motion was made by Hansen/Pohlman to approve minutes from December 1, 2021. A unanimous aye vote was cast. Motion carries.

4. Discussion and possible action regarding Plymouth Chamber of Commerce's request to use Room Tax committed funds to pay for additional prints of the Plymouth's Visitor Guide.: Hauser explained what the Plymouth's Visitor Guides are and where they are distributed. The Chamber is requesting \$10,596.36 to cover the cost of a second printing of the guides. Austin stated that in the Chamber contract with the City, it indicates that the commission can review requests from the Chamber for use of the committed room tax funds. The committed fund balance at the end of July is approximately \$95,000. Motion of approve additional funds to the chamber was made by Hansen/Austin. On roll call vote Yes: Hansen, Austin, O'Toole, and Pohlman. Abstain: Hauser. Motion carries.

5. Adjournment: Motion made by Pohlman/Austin to adjourn. A unanimous aye vote was cast. Motion carries.