



Lodging Tax Advisory Committee Special Meeting

April 30, 2024, 1:00 PM
City Hall

The Lodging Tax Advisory Committee meeting will be held in person in City Hall council chambers.

AGENDA

- 1:00 PM Call to order
- Roll Call
- Agenda Approval
- Public Comment
- Review of Prior Meeting Minutes
- Review of 2024 Lodging Tax Applications
- Committee Recommendations
- Public Comment
- Adjournment

WRITTEN PUBLIC COMMENTS

If you wish to provide written public comments for the upcoming Lodging Tax Advisory Committee meeting, please email your comments to kdixon@libertylakewa.gov by **10:00 AM** the day of the meeting and include all of the following information with your comments:

1. The Meeting Date
2. Your First and Last Name
3. If you are a Liberty Lake resident
4. The Agenda Item(s) which you are speaking about

JOIN ZOOM MEETING

To view the meeting live via Zoom Meeting, join the Zoom web meeting:

Meeting Instructions:

To join the Zoom web meeting:

<https://us02web.zoom.us/j/81683554417>

LODGING TAX ADVISORY BOARD

City of Liberty Lake Council Chambers

August 23, 2023 10:00 AM

Members and Staff Present:

Councilmember Wendy Van Orman
John Helwich, Best Western
Heather Utecht, Quality Inn
Shannon Deonier, TAC
David Himebaugh, HUB
Kyle Dixon, Finance Director

Call to Order: Chair Van Orman called the meeting to order at 10:02AM

Agenda Approval: Boardmember Helwich **MOVED** to approve the agenda as presented. Boardmember Himebaugh seconded and the motion carried.

Public Comment: No public comment

Review of Prior Meeting Minutes: Boardmember Helwich **MOVED** to approve the March 1, 2023 minutes. Boardmember Himebaugh seconded. Motion carried.

Strategies for Building Awareness of Funds: LTAC discussed recent use of tourism promotion funds. As discussed during the March 1 meeting, billboard space along I-90 in Post Falls is still unavailable unless the Committee wants to consider a buy-out for a current lease holder. The Committee discussed how to increase awareness of funds through expansion of online presence and possibly coordinating with the Spokane Valley Chamber of Commerce on a targeted Liberty Lake tourism campaign. A podcast episode on tourism promotion and available funds was also discussed.

Current and Alternative Uses for Funds: Conferences and events to be held in hotels was discussed as well. The hotels could benefit from events and the new Trailhead facility. TAC discussed their method for promoting the hotels in their programs.

Content and Timing of 2023 Application for 2024 Funds: Committee discussed a requirement for including Liberty Lake hotels on the official website of organizations receiving funds to qualify for Tourism funds. Finance Director outlined the schedule of application opening, deadline, review and recommendation of awards for 2024. Boardmember Helwich **MOVED** to approve the release of the 2023 application for 2024 tourism promotion funds, subject to inclusion of language requiring applicants to display local hotels on official website as approved by the City Attorney. Boardmember Himebaugh seconded. Motion carried.

Committee Appointments and Terms: The current structure and terms limits of the LTAC were reviewed. Two members of the committee must be representatives of the lodging establishments responsible for collecting the tax, of which there are only two in Liberty Lake. Two members must be representatives of organization authorized to receive tourism promotion funds, and the remaining member is an elected official of the City. Boardmember Himebaugh inquired about expanding the current committee if there is interest. Staff will review and follow up at the next meeting.

Public Comment:

Adjournment: With there being no further business, the meeting adjourned at 11:01AM.



City of Liberty Lake 2024 Lodging Tax Grant Application Guidelines

Funding requests for 2024 are now being accepted by the City of Liberty Lake. Tourism Promotion Funding applications may be returned to City of Liberty Lake, 22710 E. Country Vista Drive, Liberty Lake, WA 99019 by 5:00 P.M. on November 8, 2023.

What is Hotel-Motel Tax (Lodging Tax)?

Funding for this program comes from the City of Liberty Lake Tourism Fund, which receives hotel/motel taxes from lodging establishments inside the city limits. The City collects a 2% tax on the sale or charge made of lodging within the City of Liberty Lake.

State Law Defining the Use of Hotel-Motel Tax

This funding may be available to applicants if funding requests will be used for tourism marketing and promotion activities or operation of tourism-related facilities and/or events. Detailed information about the use of tourism funds is from the Revised Code of Washington (RCW), Chapter 67.28.

Important Terms Relating to RCW 67.28

Tourism: Economic activity resulting from tourists, which may include sales of overnight lodging, meals, tours, gifts, or souvenirs.

Tourism promotion: Activities and expenditures designed to increase tourism, including but not limited to operations, advertising, publicizing, or otherwise distributing information for the purpose of attracting and welcoming tourists; developing strategies to expand tourism; operating tourism promotion agencies; and funding marketing of special events and festivals designed to attract tourists.

Tourism-related facility: Real or tangible personal property with a usable life of three or more years, or constructed with volunteer labor, and used to support tourism, performing arts, or to accommodate tourist activities.

Who May Apply?

The 2024 funding program is open to organizations with the demonstrated ability to achieve tourism goals as outlined below:

- Increase hotel occupancy in Liberty Lake by creating overnight stays.
- Increase overnight stays during the off season.
- Provide visitor attractions and/or promotes the area's existing attractions.
- Attracts more businesses to Liberty Lake and thereby generates additional business for hotels and motels.

Selection and Award Process

Funding of the program and specific awards are dependent on recommendations made by the City Lodging Tax Advisory Committee with final decisions made by the City Council. Funds will be awarded on a competitive basis, and applicants will be notified following City Council decision.

Application Requirements

All organizations seeking funding under this program must submit a completed application form for 2024 along with all required documentation in order to be considered for funding. Projects and events must take place and be completed between January 1 and December 31 of the designated year on the application. Incomplete applications will not be considered by the Lodging Tax Advisory Committee.

New for 2024, organizations seeking funding under this program must also provide proof of marketing efforts targeted toward Liberty Lake lodging establishments. For clarification or additional information on this new requirement, please contact the City using the information below.

Please submit only one fully completed and signed original application by 5:00 P.M. on November 8, 2023. All applications must be able to be clearly reproduced in black and white. Emailed copies to kdixon@libertylakewa.gov are preferred, but physical applications can also be sent to:

Mailing address: City of Liberty Lake
 Attention: Lodging Tax
 22710 E. Country Vista Drive
 Liberty Lake, WA 99019

For more information, contact Kyle Dixon at (509) 755-6702 or kdixon@libertylakewa.gov

Organizations awarded funds will be required to execute a contractual agreement that will set out the performance expectations, level of funding and the mechanism for invoicing payment. The contract will cover such areas as definition of the project goals, definition of eligible costs, specification of payment procedures, limits of City liability, and other usual and customary requirements.

Funds are supplied on a reimbursement basis. Projects must first incur costs, and then a request for reimbursement with submittal of the final closeout report as stated in the contract guidelines is required.



City of Liberty Lake 2024 Lodging Tax Grant Application

Applicant Information
Project Title: HUB Sports Center 2024 Events
Amount of Funding Requested: \$15,000
Organization Name: HUB Sports Center
Mailing Address: 19619 E. Cataldo Ave., Liberty Lake, WA 99016
Contact Person: Phil Champlin
Phone: 509-927-0602
E-Mail: phil@hubsportscenter.org
Date: 11/7/2023
Signature: <i>Phil Champlin</i>

Project Summary
Provide a Description of the Project Activity: These funds would be used towards attracting, marketing, hosting and operating events and activities at the facility for 2024. The events range from regional sports tournaments drawing participants from across the Pacific NW to local youth sporting events drawing participants from the greater Spokane/Coeur d'Alene and surrounding area. We have a balance with organizations renting our facility as well as HUB "in-house" events which both draw in participants and families from over 50 miles away. For 2023 the HUB Sports Center will host 53 events (40 in 2022) which could generate overnight stays at our local hotels. Our plan is to continue to develop, cultivate and grow new events to recurring annual events.

How will requested funds be used for tourism promotion, marketing special events, acquisition of tourism-related facilities or operation of tourism-related facilities?

The funds would be used for marketing special events and operation of a tourism-related facility.

Marketing funds would go toward the HUB sponsored tournaments and special events like basketball tournaments, volleyball leagues, cornhole tournaments and events attracting people from more than 50 miles away. Operational costs include program and facility supplies. These facility supply costs are most apparent from hosting organizations like PNQ Volleyball and Middle School Basketball State Championships, and like-events. A portion of the funds are directed toward media campaigns promoting the HUB Sports Center as a premier location to host events for the Spokane/Coeur d'Alene area in Liberty Lake.

Estimated percentage of total attendance for event or facility by (list separately) (1) tourists; (2) people who traveled more than 50 miles; or (3) people who stayed overnight:

- 1. Tourists 0 %
- 2. Traveled 54 %
- 3. Overnight 27 % Estimated total room nights generated 883

Describe methodology used to determine these figures:

We utilized event data from the current year's events to date as well as prior year's historical data to determine number of overnight participants and day travelers. Not all of the "traveled" groups stay overnight as travelers from communities just over 50 miles may make it a day trip. Estimated 19,404 participants and spectators at 54% from more than 50 miles. 50% stay overnight at two per room and 1/3 of stays in Liberty Lake hotels.

Required documentation that must be submitted with Funding Application	"X" if enclosed
Proposed budget for project or organization (whichever is most applicable)	X
Verification of profit status	X
Financial statements	X
Marketing efforts for local lodging establishments	X

HUB Sports Center
Events Schedule 2024

DATES	EVENTS	Est.
January 6, 2024	Evergreen Region Volleyball - Qualifier	1250
January 7, 2024	Evergreen Region Volleyball - Power League	1250
January 13, 2024	Evergreen Region Volleyball - Winter Warm Up	1250
January 14, 2024	Evergreen Region Volleyball - Winter Warm Up	1250
January 20-21, 2024	HUB Winter Freeze Basketball Tournament	1000
January 27, 2024	American Grappling Federation - Jiu-Jitsu	500
January 28, 2024	Evergreen Region Volleyball - Adult Regionals	500
February 3, 2024	EW Surf Futsal Tournament	500
February 4, 2024	Evergreen Region Volleyball - Power League	1250
February 10, 2024	Evergreen Region Volleyball - Power League	1250
February 11, 2024	Evergreen Region Volleyball - Power League	1250
February 17-19, 2024	ERVA Region Rumble	2500
February 24-25, 2024	AAU Basketball Tournament	2000
Feb 26 - March 1, 2024	State B Team Practices	400
March 2, 2024	Evergreen Region Volleyball - Power League	1250
March 3, 2024	Evergreen Region Volleyball - Power League	1250
March 8-10, 2024	Middle School Basketball Championships	3000
March 15-17, 2024	Middle School Basketball Championships	3000
March 23-25, 2024	PNQ Volleyball	6000
March 29-31, 2024	PNQ Volleyball	6000
April 13-14, 2024	Inland NW Klassic Volleyball Tournament	2500
April 20-21, 2024	ERVA USA Volleyball Regionals	2500
April 27-28, 2024	Breakthrough Basketball Camp	200
May 3-5, 2024	EOT Basketball Tournament	2500
May 10-11, 2024	HUB Inland NW Volleyball Showcase	500
May 18-19, 2024	Warehouse On Summer's Edge Basketball	1500
June 1-2, 2024	ERVA Selection Camp	500
June 15, 2024	All-State Girls' Basketball Games	1000
June 24-28, 2024	PGC Basketball Camp	500
July 9, 16, 23, 30, 2024	HUB Summer Volleyball League	750
July 5-7, 2024	HUB Summer Slam Basketball Tournament	1500
July 12-14, 2024	HUB Summer Slam Basketball Tournament	1500
July 16-18, 2024	Breakthrough Basketball Camp	150
July 23-25, 2024	Breakthrough Basketball Camp	150
August 3-4, 2024	Pat Powers Volleyball Camp	100
August 5-7, 2024	Nigel Williams-Goss Basketball Camp	200
August 10, 2024	American Grappling Federation - Jiu-Jitsu	500
August 24, 2024	HUB Throw Down Corn Hole Tournament	200
September 7-8, 2024	HUB Slatina Jamma Pickleball Tournament	200
September 21, 2024	Recruit Nation Basketball Showcase	100
September 28-29, 2024	Breakthrough Basketball Camp	100
October 12, 2024	Spike 2 Care Adult Volleyball Tournament	500
October 13, 2024	HUB Zombie Basketball Scrimmages	250
October 19-20, 2024	ParaSport Wheelchair BK Showdown	1000
October 26-27, 2024	AAU Basketball - Boo Ball tournament	2500
November 2-3, 2023'	PGC Basketball Camp	100
Novmeber 9-10, 2024	Gonzaga Club Volleyball Tournament	750
November 16, 2024	Spike 2 Care Adult Volleyball Tournament	300
November 24, 2024	EW Surf Futsal Tournament	500
December 7-8, 2024	Kokua Boys Volleyball Tournament	500
December 15, 2024	Spike 2 Care Adult Volleyball Tournament	300
December 21-22, 2023	AAU Basketball - Santa Slammer	2500
December 28, 2024	EW Surf Futsal Tournament	500

HUB Sports Center promotes our Partners/Hotels webpage to guests attending our events. This page contains contact information for the Liberty Lake hotel properties. Some hotels have chosen to sponsor an enhanced listing on the page which are the links listed below.

The screenshot shows the HUB Sports Center website at the URL hubsportscenter.org/partners/hotels/. The page features a navigation menu with 'About', 'Partners', 'Donations', and 'Media'. A search bar is located in the top right corner. The main header includes the HUB Sports Center logo and the tagline: "Providing events that have a positive impact on youth and the community".

The page is titled 'Hotels' and includes a breadcrumb trail: Home / Partners / Hotels. It is divided into two main sections: 'Participating Hotel Sponsors' and 'Upcoming Events'.

Participating Hotel Sponsors

The HUB Sports Center would like to Thank You for participating in an upcoming event at our facility. We have several great hotel sponsors. The hotels listed below are all in close proximity to the HUB - less than 10 minutes.

- [Mirabeau Park Hotel - Spokane Valley](#)
- [Tru by Hilton - Spokane Valley](#)
- [Quality Inn & Suites - Liberty Lake](#)
- [Hampton Inn & Suites - Spokane Valley](#)
- [Red Lion Tempele's on the river - Post Falls](#)
- [Oxford Suites - Spokane Valley](#)
- [Residence Inn Marriott - Spokane Valley](#)

Upcoming Events

NOV 6 Mon	Event
4:00 pm	Renovators Volleyball Practices
5:00 pm	Kenpo Karate - Youth
6:00 pm	Northwest Taekwondo Academy
5:00 pm	YMCA Basketball Games

Other Liberty Lake hotels

- Best Western Plus - 509-755-1111
- Quality Inn & Suites - 480-719-3011

Other Spokane Valley hotels

- Mirabeau Park Hotel - 509-924-9000
- Hampton Inn & Suites - 509-928-6900
- Holiday Inn Express - 509-927-7100
- La Quinta Inn & Suites - 509-893-0955
- Residence Inn by Marriott - 509-892-9300
- Comfort Inn & Suites - 509-728-9392
- Tru by Hilton - 509-782-9878
- Oxford Suites - 509-847-1000
- My Place Hotel - 509-228-6105
- Fairfield Inn & Suites - Spokane Valley - 509-928-5218
- Ramada Inn Spokane Valley - 509-828-4861
- Super 8 Spokane Valley - 509-928-4888
- Baymont Inn & Suites - 509-922-9002

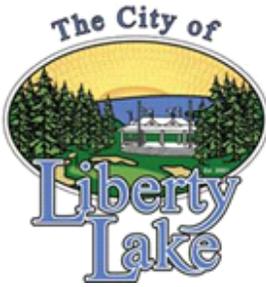
Income

Studio/Office Rentals	\$15,000
Court/Facility Rentals	\$279,000
HUB Programs	\$166,000
Vending/Concessions	\$15,000
Donations	\$115,000
Sponsorship	\$100,000
Grants	\$65,000
Miscellaneous	\$12,000
Total Income	\$767,000

Expenses

Facility Supplies	\$75,000
Equipment Purchase	\$10,000
Maintenance/Repairs	\$25,000
Advertising/Mktg	\$38,000
Insurance	\$25,000
Utilities	\$60,000
Taxes	\$43,000
Contractors	\$50,000
Payroll, Taxes & Benefits	\$430,000
Miscellaneous	\$10,000
Total Expense	\$766,000

Net into Reserve Acct \$1,000



City of Liberty Lake 2024 Lodging Tax Grant Application

Applicant Information
Project Title: Liberty Lake Kiwanis Yard Sale
Amount of Funding Requested: \$2,850
Organization Name: Liberty Lake Kiwanis Club
Mailing Address: P. O. Box 384, Liberty Lake WA 99019
Contact Person: Mark Thomas
Phone: (206) 478-0219
E-Mail: mtgolfing@comcast.net
Date: 11/15/24
Signature: //signed//Mark Thomas/

Project Summary

Provide a Description of the Project Activity:

This is the annual community-wide yard sale currently scheduled for June 15th that highlights our community and brings in people from all over the region, state and country. Based on past feedback, it was one of the biggest retail sales days for our area businesses. Proceeds from this event support the Liberty Lake Kiwanis Foundation which provides scholarships for graduating area students. \$9K in scholarships were provided in 2023.

How will requested funds be used for tourism promotion, marketing special events, acquisition of tourism-related facilities or operation of tourism-related facilities?

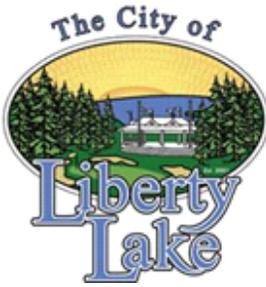
Requested funds will be used to offset expenses associated with the set-up and conduct of the event, including promotion through advertising and other means, and preparing the Pavilion Park and the community for the event. The requested dollars are based off line items contained in our 2024 budget.

Estimated percentage of total attendance for event or facility by (list separately) (1) tourists; (2) people who traveled more than 50 miles; or (3) people who stayed overnight:

- Tourists _____%
- Traveled _____%
- Overnight _____% Estimated total room nights generated

Describe methodology used to determine these figures: Data for above figures not available. However, based on plate read data, there was 43% more plate reads from Liberty Lake cameras vs. the previous Saturday.

Required documentation that must be submitted with Funding Application	"X" if enclosed
Proposed budget for project or organization (whichever is most applicable)	X
Verification of profit status	x
Financial statements	
Marketing efforts for local lodging establishments	See Liberty Lake Kiwanis Facebook page



City of Liberty Lake 2024 Lodging Tax Grant Application

Applicant Information
Project Title: Barefoot in the Park
Amount of Funding Requested: \$2,700
Organization Name: Liberty Lake Kiwanis Club
Mailing Address: P. O. Box 384, Liberty Lake WA 99019
Contact Person: Mark Thomas
Phone: (206) 478-0219
E-Mail: mtgolfing@comcast.net
Date: 11/15/24
Signature: //signed//Mark Thomas/

Project Summary

Provide a Description of the Project Activity:

This is a joint City of Liberty Lake and Liberty Lake Kiwanis Club one-day event that will be held on August 3rd. The event includes a car show, music and activity areas for all ages. The event is held to highlight the city of Liberty Lake and brings in visitors throughout and outside of the region.

How will requested funds be used for tourism promotion, marketing special events, acquisition of tourism-related facilities or operation of tourism-related facilities?

Requested funds will be used to offset Kiwanis expenses associated with the set-up and conduct of the event, including promotion through advertising and other means, preparing Pavilion Park for the event and lodging expense for the performing band. The requested dollars are based off line items contained in our 2024 budget. Proceeds from the event support Kiwanis service projects to area schools and other organizations throughout the year.

Estimated percentage of total attendance for event or facility by (list separately) (1) tourists; (2) people who traveled more than 50 miles; or (3) people who stayed overnight:

- Tourists _____%
- Traveled _____%
- Overnight _____% Estimated total room nights generated

Describe methodology used to determine these figures: Data for above figures not available. Still awaiting plate read data for day of 2023 event. In addition, entertainment for event stayed at local hotel.

Required documentation that must be submitted with Funding Application	"X" if enclosed
Proposed budget for project or organization (whichever is most applicable)	X
Verification of profit status	x
Financial statements	
Marketing efforts for local lodging establishments	See Liberty Lake Kiwanis Facebook page

2024 Liberty Lake Kiwanis Club Budget

11/15/23

<u>Event</u>	<u>Expense Item</u>	<u>\$</u>
Yard Sale	Advertising	1,000.00
	Porta Pots	1,700.00
	Misc.	<u>150.00</u>
	Total Yard Sale	2,850.00
Barefoot in the Park	Advertising	400.00
	Beer Garden	1,050.00
	Car Show	850.00
	Permits	300.00
	Misc.	<u>100.00</u>
	Total Barefoot	2,700.00



Posts

About

Videos

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libertylakekiwanis.org

Not yet rated (4 Reviews)

... See Liberty Lake Kiwanis' About Info

Description

Meets 7am Weds. at the Liberty Lake Library.

If you are visiting Liberty Lake for any of our events, please consider staying at the hotels in our area,

Quality Inn and Suites Liberty Lake <https://www.choicehotels.com/washington/liberty-lake/quality-inn-hotels/wa129?mc=llgoxpx>

or

Best Western Liberty Lake https://www.bestwestern.com/en_US/book/hotel-rooms.48152.html?iata=00171880&ssob=BLBWI0004G&cid=BLBWI0004G:google:gmb:48152

Page transparency

[See all](#)

Facebook is showing information to help you understand the purpose of this Page.

Created by Liberty Lake Kiwanis



Home



Video



Marketplace



Notifications



Menu



City of Liberty Lake 2024 Lodging Tax Grant Application

Applicant Information
Project Title: Rotary in Motion (RIM) Ride & Memorial Day Breakfast
Amount of Funding Requested: \$20,000
Organization Name: Liberty Lake Centennial Rotary Club
Mailing Address: PO Box 242 Liberty Lake, WA 99019
Contact Person: Mandy Desgrosellier
Phone: 509-869-9624
E-Mail: mdesgrosellier@watrust.com
Date: 10/27/2023
Signature: <i>Mandy Desgrosellier</i>

Project Summary

Provide a Description of the Project Activity:

The Rotary In Motion (RIM) is an organized, well supported bike ride in our local area that tours around some of the most beautiful areas of Liberty Lake, Spokane Valley, Greenbluff, Newman Lake, Valleyford, Saltese Flats, and Quinimose. The time of year and the routes of the courses allow for some of the best scenery in great biking weather. We have held this event for the past 13 years. Our event starts and finishes in Liberty Lake at the Meadowwood Technology Campus. This year we had 330 participants. Last year we had 325 participants. We set a record in 2019 with over 700 participants. We are still recovering from cancelling our event in 2020 due to Covid. We receive very positive feedback and have more people traveling and staying than ever before so we are confident our numbers will increase.

Our 13th annual Rotary in Motion (RIM) ride is scheduled for September 7th and 8th, 2024. The RIM Ride consists of five different routes to accommodate riders of all ages and experience. The distances we offer include a 5, 15, 25, 50, and 100 mile routes. The 5 mile family fun ride follows the trails around the City of Liberty Lake and is safe for all ages. The 15 mile route is a flat ride on the Centennial trail to Post Falls and back. The 25 mile course heads out to tour the backside of Post Falls and comes back on the Centennial Trail to Barker Road before coming back to Liberty Lake. The 50 mile ride tours around Hauser and Newman Lake then routes back through Spokane Valley before finishing in Liberty Lake. For the more experienced riders there is a 100 mile or century ride that travels around Hauser Lake, Newman Lake, Greenbluff, Spokane Valley, Valleyford, Saltese Flats, Quinimose and then heads back to Liberty Lake.

The RIM ride cyclists are supported with 6 food stops/rest stations, mechanical support, and motorcycle riders. All rides start and finish at the same location which is the Meadowwood Technology Campus. Lunch is provided for all participants when they complete their ride. All participants receive a dry fit shirt, custom finisher medal, healthy snacks and beverages, route maps, and a RIM rider's packet full of goodies and promotional materials from businesses that wish to provide those items. The shirt recognizes event sponsors by featuring their logo or business name. Mechanical support for the riders is provided by local bicycle shops including The Bike Hub and MoJo Cyclery.

Money raised from the ride is donated to various local Liberty Lake Rotary sponsored projects. The proceeds have helped to fund scholarships for students, The HUB, Honor Flight, Liberty Lake Arboretum, Fallen Heroes project, and various local park improvements projects including a new RIM ride bike rack at Town Square Park.

The Liberty Lake Rotary Club also hosts the annual Memorial Day Breakfast and Luminary Tribute. This event is held every Memorial Day at the Liberty Lake Pavilion Park. We partner with the City of Liberty Lake for these events. We have had over 600 guests consistently over the past several years.

How will requested funds be used for tourism promotion, marketing special events, acquisition of tourism-related facilities or operation of tourism-related facilities?

The Liberty Lake Rotary Club will use the requested funds in the areas of tourism promotion, advertising, marketing, signage and event expenses. We would like to use the requested funds to help increase the number of participants. This will positively impact our local community and economy with an increase in tourists and overnight stays at local hotels. Our marketing campaign will consist of partnering with Spokane Sports, Facebook, social media and various local print media. We will promote our event with media sources in other cities/states to increase awareness and traveling participants. We maintain our website www.rotaryinmotion.com, print registration forms, posters, and flyers. Our website also includes links to the four local lodging options. These include Best Western Plus Liberty Lake Inn, Quality Inn and Suites Liberty Lake, Liberty Lake RV and Campground, and the Liberty Lake Region Campground. In addition, our club plans on reaching out to the regional chambers of commerce, local business associations and biking clubs in our area and outlying areas to increase participation. We have had and will continue to have a booth at the Spokane Bike Swap to help promote the RIM ride and increase participation.

We promote the Memorial Day Breakfast and Luminary Display on Facebook, Stride Events registration website, A-Boards, local newspapers and flyers at local businesses.

Estimated percentage of total attendance for event or facility by (list separately) (1) tourists; (2) people who traveled more than 50 miles; or (3) people who stayed overnight:

- 1. Tourists ___40___%
- 2. Traveled ___25___%
- 3. Overnight ___15-20___% Estimated total room nights generated ___30-45___

Describe methodology used to determine these figures:

The RIM ride offers 5 different distances, it is family friendly event, and each family member can participate in the distance they are comfortable with. Often families enjoy the family ride together on Saturday and then the adults ride the longer distance of their choice on Sunday. The longer routes, specifically the 50 and 100 mile ride will bring in participants from various out of town areas such as Western Washington, Tri-Cities, Northern and Southern Idaho, Montana and Canada. Those coming to the event from outside the immediate area will likely use commercial lodging in Liberty Lake and /or Spokane Valley for the weekend as the event begins at 8:00am Sunday with a trade show/check-in on Saturday afternoon. The visitors not staying overnight but participating will most likely dine at local restaurants and shop during their stay.

The participants that would be considered overnight visitors are based on registration information collected from our registration process from the 2010-2023 RIM rides. Our club is expecting an increase in the number of participants in 2024 based on previous years and with the positive feedback we continue to receive. We had over 700 participants in 2019 which was our best year. Our participation has been recovering and consistent since the pandemic. We believe this is due to our

ride becoming more well-known and the positive experience that our past participants have had. The number of out-of-town participants steadily increases each year. In 2022 and 2023 we had 15-20% more people travel to the RIM Ride. We track the out-of-town guests and hotel stays in our registration process. We are expecting 350-500 participants for our 2024 event.

Our Memorial Day Breakfast and Luminary Display attracts a large and diverse audience. Since people are not required to register it is more difficult to track people who travel to attend. However, based on conversations we have had with guests over the past several years we estimate that about 5-10% of the people live outside of the area.

Required documentation that must be submitted with Funding Application	"X" if enclosed
Proposed budget for project or organization (whichever is most applicable)	X
Verification of profit status	X
Financial statements	X
Marketing efforts for local lodging establishments	X

**2024 RIM Ride
Budget 11/2/2023**



Income

Rider Registration		<i>Riders</i>		\$ 18,775.00	
50 & 100 Mile Riders	160	\$	65.00	\$	10,400.00
15 & 25 Miles Riders	165	\$	45.00	\$	7,425.00
Family Riders	75	\$	10.00	\$	750.00
Late Fee Registration	200	\$	5.00	\$	1,000.00
<i>Total Riders</i>	400				
<i>Promo Discounts</i>				\$	(800.00)
 Bike Jerseys				\$ 6,300.00	
90	90	\$	70.00	\$	6,300.00
Older	0	\$	55.00	\$	-
 Sponsorships				\$ 12,000.00	
Total Income				\$ 37,075.00	

Expenses

Advertising		\$ 700.00		
Social Media			\$	500.00
Marketing			\$	200.00
 Marketing		\$ 14,500.00		
Rider Shirts			\$	4,500.00
Rider Bottles			\$	-
Rider Medals			\$	3,000.00
2024 Jerseys			\$	6,500.00
Other			\$	500.00
 Food Expense		\$ 2,500.00		
Lunch			\$	1,500.00
Rest Stops			\$	1,000.00
 Course Expenses		\$ 1,500.00		
 Misc		\$ 500.00		
Total Expenses		\$ 19,700.00		
 NET INCOME		\$ 17,375.00		

Liberty Lake Foundation
RIM Ride Project Statement of Income
 January 01, 2023 through October 19, 2023

ORDINARY INCOME/EXPENSE

INCOME ACCOUNTS

RIM Ride Income

RR Donations	675
RR Sponsorships	9,300
RR Registrations	14,539
RR Merchandise	6,601

Total RIM Ride Income	31,115
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Total INCOME ACCOUNTS	31,115
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EXPENSE ACCOUNTS

RIM Ride Expenses

RR Marketing

RR Medals	2,990
RR Rider Shirts	4,031
RR Social Media	425
RR Jersey's	6,953
RR Printing	90
RR Raffle Prizes	218
RR Trade Shows	495

Total RR Marketing	15,202
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RR Course

RR Portable Restrooms	752
RR Permits	- 826
RR Arrows/chalk	553
RR Signs	70
RR Strava	80

Total RR Course	629
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RR Food	2,624
RR Other	304

Total RIM Ride Expenses	18,759
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Total EXPENSE ACCOUNTS	18,759
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NET INCOME	12,356
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UNITED STATES OF AMERICA

The State of Washington



Secretary of State

I, SAM REED, Secretary of State of the State of Washington and custodian of its seal, hereby issue this

CERTIFICATE OF INCORPORATION

to

LIBERTY LAKE CENTENNIAL ROTARY FOUNDATION

a/an WA Non-Profit Corporation. Charter documents are effective on the date indicated below.

Date: 3/12/2007

UBI Number: 602-704-844

APPID: 800506



Given under my hand and the Seal of the State of Washington at Olympia, the State Capital

Sam Reed, Secretary of State

RIM Ride Stats

Category	2016	2017	2018	2019	2021	2022	2023	Difference	Increase
100 Mile	60	72	71	76	42	31	43	12	38.7%
50 Mile	132	125	124	198	86	82	113	31	37.8%
25 Mile	99	106	131	137	71	85	80	-5	-5.9%
15 Mile	57	46	73	75	77	34	39	5	14.7%
5 Mile Family	89	118	101	208	70	91	55	-36	-39.6%
Totals:	437	467	500	694	346	323	330	7	2.2%

Charitable Donations: \$ 389.00 \$ 548.57 \$ 529.64 \$ 798.02

How We Got the Riders	2018	%	2019	%	2021	%	2022	%	2023	%
Past Participant	198	39.6%	242	34.9%	145	41.9%	142	44.0%	140	42.4%
Friends/Family	132	26.4%	175	25.2%	110	31.8%	70	21.7%	64	19.4%
Search Engine	5	1.0%	21	3.0%	11	3.2%	7	2.2%	11	3.3%
Facebook	42	8.4%	52	7.5%	11	3.2%	23	7.1%	20	6.1%
Banners/Fliers	8	1.6%	38	5.5%	11	3.2%	25	7.7%	21	6.4%
Spokane Bike swap	6	1.2%	5	0.7%	1	0.3%	2	0.6%	0	0.0%
Seattle Bike Show	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Email	3	0.6%	3	0.4%	4	1.2%	0	0.0%	0	0.0%
Other	36	7.2%	75	10.8%	7	2.0%	14	4.3%	20	6.1%
Farmers Market	15	3.0%	42	6.1%	20	5.8%	13	4.0%	21	6.4%
Active.com	17	3.4%	9	1.3%	8	2.3%	2	0.6%	2	0.6%
Street Signs	24	4.8%	15	2.2%	3	0.9%	12	3.7%	22	6.7%
Race Rag	0	0.0%	4	0.6%	0	0.0%	0	0.0%	0	0.0%
Washington Trust	14	2.8%	13	1.9%	15	4.3%	13	4.0%	9	2.7%
	500	100.0%	694	100.0%	346	100.0%	323	100.0%	330	100.0%

Participants:	2018		2019		2021		2022		2023	
	Male	Female								
	257	243	51%	49%	381	313	55%	45%	198	148
					57%	43%	56%	44%	185	145

State	2018	2019	2021	2022	2023
Arizona	1	0	0	2	2
Alaska	0	0	0	0	1
Idaho	86	111	29	29	45
Montana	1	5	7	1	1
Oregon	1	2	0	1	2
WA	411	568	307	285	276
Utah	0	2	0	2	0
Wyoming	0	1	1	0	0
California	0	0	1	1	0
Canada	1	5	0	2	2

Book Overnight Accomodations? 2022		
Yes	34	10.5%
No	305	94.4%

Rider Location	2018	2019	2021	2022	2023
In Area	472	598	321	295	276
Out of Area	28	96	45	29	54
Hotel?	17	73	21	18	34

Ride Category	2018	2019	2019	2022	2023
100	14%	11%	12%	10%	13%
50	25%	29%	25%	25%	34%
25	26%	20%	21%	26%	24%
15	15%	11%	22%	11%	12%
5	20%	30%	20%	28%	17%

Website:

Rotaryinmotion.com

50 Mile Route

enjoy rolling hills and some challenging climbs around Newman Lake. Enjoy a ride around the Saltese Flats and climb to explore the view on top of Quinimose with a fun descent back to Liberty Lake.

[VIEW MAP](#)

100 Mile Route

Ride from Liberty Lake to Newman Lake, enjoy rolling hills and some challenging climbs around Newman Lake. Explore areas near Greenbluff and Spokane Valley. Then enjoy a ride around the Saltese Flats and climb to explore the view on top of Quinimose with a fun descent and route back to Liberty Lake.

[VIEW MAP](#)

Lodging Options in Liberty Lake

- [Best Western Plus Liberty Lake Inn](#)
- [Quality Inn and Suites Liberty Lake](#)
- [Liberty Lake RV and Campground](#)
- [Liberty Lake Region Camp Ground](#)

Save the Date!

September 9-10, 2023

SAVE THE DATE FOR 2023 RIM RIDE

Join us for the annual ride that supports the critically injured at Liberty Lake. From breakfast and breakfast coffee. Cakes of all sizes and coffee favors are available, however it is strictly virtual with no food supply and no on-site support. Proceeds from the ride support various Rotary Club and community volunteer programs.

<p>HOW TO REGISTER</p> <p>Visit rotaryinmotion.com and click on the "Save the Date" link. You will be taken to the registration page. Complete the registration form and pay the registration fee. You will receive a confirmation email with your registration details.</p>	<p>HOW TO REGISTER</p> <p>Visit rotaryinmotion.com and click on the "Save the Date" link. You will be taken to the registration page. Complete the registration form and pay the registration fee. You will receive a confirmation email with your registration details.</p>	<p>HOW TO REGISTER</p> <p>Visit rotaryinmotion.com and click on the "Save the Date" link. You will be taken to the registration page. Complete the registration form and pay the registration fee. You will receive a confirmation email with your registration details.</p>	<p>HOW TO REGISTER</p> <p>Visit rotaryinmotion.com and click on the "Save the Date" link. You will be taken to the registration page. Complete the registration form and pay the registration fee. You will receive a confirmation email with your registration details.</p>
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Special Event Merchandise

Be the only one with a special event t-shirt, sweatshirt, or hat. All are limited to quantity and first-come, first-served. Visit [rotaryinmotion.com](#) to purchase your merchandise.

5 ROUTES

13.13 mi
Route 1: Follow the route from Liberty Lake to...
22.22 mi
Route 2: Follow the route from Liberty Lake to...
33.33 mi
Route 3: Follow the route from Liberty Lake to...
44.44 mi
Route 4: Follow the route from Liberty Lake to...
55.55 mi
Route 5: Follow the route from Liberty Lake to...

Lodging Options in Liberty Lake

Liberty Lake is a beautiful community with many options for lodging. Visit [rotaryinmotion.com](#) for more information.

<p>NEED TO KNOW</p> <p>Registration fee: \$100 Includes: T-shirt, sweatshirt, hat, coffee, cake, and more.</p>	<p>THANK YOU TO OUR COMMUNITY PARTNERS</p> <p>We are grateful for the support of our community partners.</p>
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Join us for a
community
cycling
weekend
designed for
all ages and
abilities.



2023 12TH ANNUAL RIM RIDE

LIBERTY LAKE, WA

5 MILE FAMILY BIKE RIDE
SAT, SEPT 9
15/25/50/100 MILE RIDES
SUN, SEPT 10



CELEBRATING
12
YEARS!

**REGISTER
HERE**



Sign-up online at
www.rotaryinmotion.com

LIBERTY LAKE CENTENNIAL
ROTARY CLUB'S 12TH ANNUAL



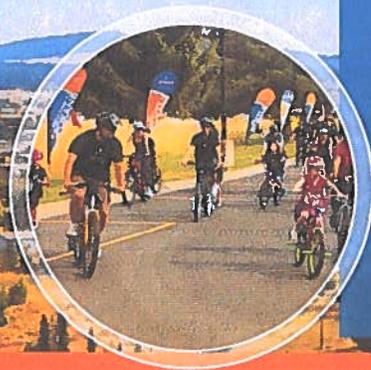
An entire weekend of cycling!

September 9 & 10

Join us for this elevation ride that explores the beautiful areas of Liberty Lake, Post Falls, Green Bluff and Spokane Valley. Cyclists of all ages and ability levels are welcome. Routes will be clearly marked, with food stops as well as mechanical support. Proceeds from this ride supports important community Rotary Club projects.

Shirts, swag, beer
garden and much more.
Get all the details and
sign up online at:

www.rotaryinmotion.com



SATURDAY 5 MILE FAMILY RIDE Bike on the trails in the beautiful City of Liberty Lake, safe for families and kids.

15 MILE FLAT SUNDAY RIDE Follow the Centennial Trail to State Line, and return to Liberty Lake on the Centennial Trail.

25 MILE SCENIC SUNDAY RIDE WITH HILLS Ride the Centennial Trail to State Line and return to Liberty Lake on the Centennial trail then enjoy a ride around the Saltese Flats and a climb to explore the view on top of Quinimose with a fun decent back to Liberty Lake. There will be a turn-around option if you prefer to skip the Quinimose climb.

50 & 100 MILE SUNDAY RIDES Ride from Liberty Lake to Newman Lake, enjoy rolling hills and some challenging climbs around Newman Lake. Enjoy a ride around the Saltese Flats and a climb to explore the view on top of Quinimose with a fun decent back to Liberty Lake. The 100 mile route also explores areas in Spokane Valley and Greenbluff.

SATURDAY, SEPT. 9

1-4PM Registration &
Packet Pick-up

3PM Five Mile Family Ride Begins

SUNDAY, SEPT. 10

7:30-10AM Packet Pick-up &
Late Registration

RIDE START TIMES

8AM 100 Mile Start

9AM 50 Mile Start

10AM 25 & 15 Mile Start

After ride, enjoy lunch, beverages, dessert, a beer garden, and more.



City of Liberty Lake 2024 Lodging Tax Grant Application

Applicant Information
Project Title: Season of Change, the 2024-2025 Season at TAC at the Lake Community Theater
Amount of Funding Requested: \$20,000
Organization Name: TAC at the Lake, Theater Arts Center
Mailing Address: 22910 E Appleway Ave #2, Liberty Lake, WA 99019
Contact Person: Kyle Smock, President
Phone: 509-481-8536
E-Mail: Kyle Smock
Date: 11/6/2023
Signature: 

Project Summary
Provide a Description of the Project Activity:
<p>TAC at the Lake provides the only year-round community theater opportunities outside of the city of Spokane. Based in Liberty Lake, the organization has a history of providing quality entertainment for audiences and opportunities for youth and adults to perform.</p> <p>We do five productions a year and several one-day camp style events. With nearly 60 performance days a year, we serve nearly 4000 audience members a year and over 140 performers.</p> <p>We will use the Lodging Tax Credit to “sponsor” our season upcoming in the 2024-2025 year. Each show requires a licensing agreement and royalties for each performance as well as script and music fees. Receiving these funds will allow us to select larger and more expensive, but well-known titles. Our organization pays for the season in advance to ensure we retain the rights to the performance titles and dates.</p> <p>The cost of one season is approximately \$40,000 depending on the titles selected.</p>

How will requested funds be used for tourism promotion, marketing special events, acquisition of tourism-related facilities or operation of tourism-related facilities?

Of the 4000+ audience members and 140 performers many come from outside the city of Liberty Lake. Our marketing and advertising of shows and auditions bring in people from all over Eastern Washington and Northern Idaho. Many of the patrons are lodging in Liberty Lake and most are dining and shopping while in the community.

Estimated percentage of total attendance for event or facility by (list separately) (1) tourists; (2) people who traveled more than 50 miles; or (3) people who stayed overnight:

- 1. Tourists 40 %
- 2. Traveled 75 %
- 3. Overnight 20 % Estimated total room nights generated 40

Describe methodology used to determine these figures:

We collect demographic and geographical information on audience members and actors. We are able to see where they are coming from and track how many times they are returning to the area. We also conduct informal surveys of patrons and families of cast members to get a feel for how many nights are generated during our shows.

Required documentation that must be submitted with Funding Application	"X" if enclosed
Proposed budget for project or organization (whichever is most applicable)	X
Verification of profit status	X
Financial statements	X

Marketing efforts for local lodging establishments	X
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TAC at the Lake Season 2024-2025 Budget Summary



Fall 2024 (August-October)

Musical Production (TBD)

Show Budget: \$1,900 (this includes stipends, props, costumes and set)

Show Licensing and Royalties: \$1600-\$1800

Overhead costs: \$4,650

Total Fall 2024 Costs: \$8,350

Early Winter 2024 (November-December)

Non-Musical Production (TBD)

Show Budget: \$1,375

Show Licensing and Royalties: \$1000-\$1200

Overhead Costs: \$4,350

Total Winter 2024 Costs: \$6,925

Late Winter 2025 (January - February)

Non-Musical Production (TBD)

Show Budget: \$1,375

Show Licensing and Royalties: \$1000-\$1200

Overhead Costs: \$4,350

Total Winter 2025 Costs: \$6,925

Spring 2025 Box Show (February – March)

Non-Musical Production (TBD)

Show Budget: \$725

Show Licensing and Royalties: \$1000-\$1200

Overhead Costs: \$4,350

Total Spring Box Show Costs: \$6,275

Spring 2025 (March – May)

Musical Production (TBD)

Show Budget: \$1,900

Show Licensing and Royalties: \$1600-\$1800

Overhead costs: \$4,650

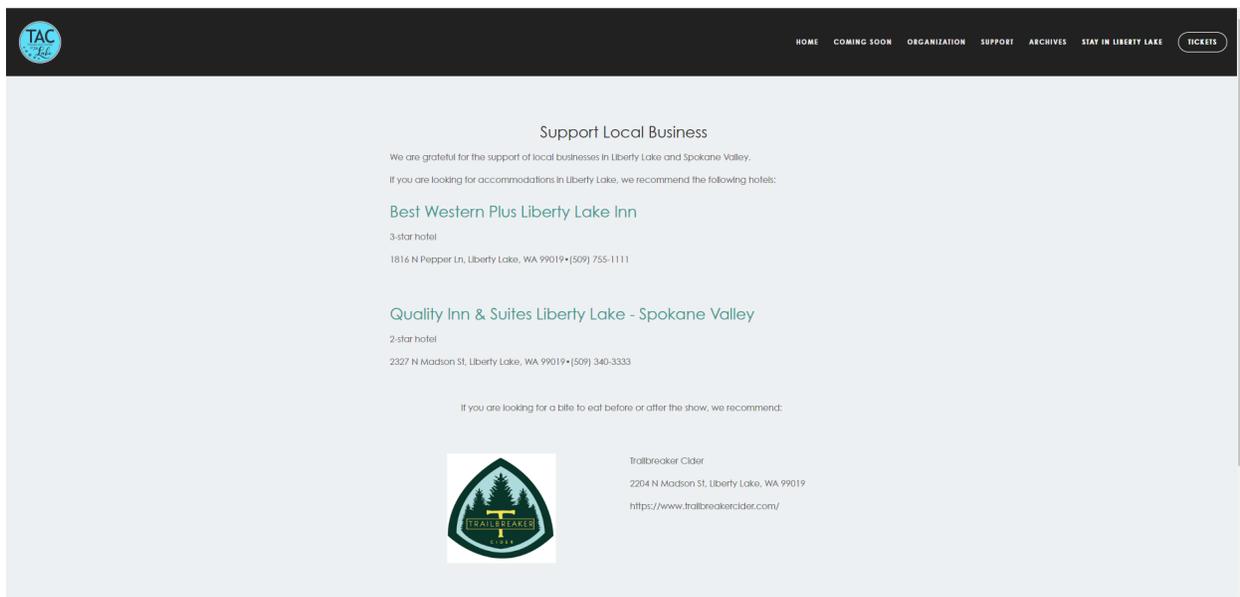
Total Spring 2025 Musical Costs: \$8,350

Total Season Budget 2024-2025: \$36,825

Marketing Efforts for Local Lodging Establishments

Based on feedback we received from the last Lodging Tax Advisory Board meeting, we implemented a dedicated tab on our webpage that appears on every page on the site. On the “Stay In Liberty Lake” page there is direct links and information on the two Liberty Lake Hotels. A screenshot of the page is pasted below. It can also be found at TACattheLake.com.

We also directly market the hotels to the parents/families of cast members through dedicated links on the show specific parent information page.



The screenshot shows the TACattheLake.com website. The top navigation bar includes links for HOME, COMING SOON, ORGANIZATION, SUPPORT, ARCHIVES, STAY IN LIBERTY LAKE, and TICKETS. The main content area is titled "Support Local Business" and contains the following text:

We are grateful for the support of local businesses in Liberty Lake and Spokane Valley.
If you are looking for accommodations in Liberty Lake, we recommend the following hotels:

Best Western Plus Liberty Lake Inn
3-star hotel
1816 N Pepper Ln, Liberty Lake, WA 99019 • (509) 755-1111

Quality Inn & Suites Liberty Lake - Spokane Valley
2-star hotel
2327 N Madison St, Liberty Lake, WA 99019 • (509) 340-3333

If you are looking for a bite to eat before or after the show, we recommend:

 Trailbreaker Cider
2204 N Madison St, Liberty Lake, WA 99019
<https://www.trailbreaker cider.com/>

BUSINESS INFORMATION

Business Name:

THEATRE ARTS CENTER AT THE LAKE

UBI Number:

604 505 514

Business Type:

WA NONPROFIT CORPORATION

Business Status:

ACTIVE

Principal Office Street Address:

22910 E APPLEWAY AVE STE 2, LIBERTY LAKE, WA, 99019-8606, UNITED STATES

Principal Office Mailing Address:

22910 E APPLEWAY AVE STE 2, LIBERTY LAKE, WA, 99019-8606, UNITED STATES

Expiration Date:

08/31/2023

Jurisdiction:

UNITED STATES, WASHINGTON

Formation/ Registration Date:

08/19/2019

Period of Duration:

PERPETUAL

Inactive Date:

Nature of Business:

COMMUNITY THEATER

Charitable Corporation:

FEIN Number:

84-2860438

Gross Revenue exceed \$500,000:

Has Members:

Public Benefit Designation:

Host Home:

REGISTERED AGENT INFORMATION

Registered Agent Name:

SHANNON DEONIER

Street Address:

22910 E APPLEWAY AVE STE 2, LIBERTY LAKE, WA, 99019-8606, UNITED STATES

Mailing Address:

22910 E APPLEWAY AVE STE 2, LIBERTY LAKE, WA, 99019-8606, UNITED STATES**GOVERNORS**

Title	Governors Type	Entity Name	First Name	Last Name
GOVERNOR	INDIVIDUAL		SHANNON	DEONIER
GOVERNOR	INDIVIDUAL		KYLE	SMOCK
GOVERNOR	INDIVIDUAL		ANDREA	FRAMSTAD



Department of the Treasury
Internal Revenue Service
PO Box 606
Buffalo, NY 14225

In reply refer to: 0150605431
Feb 11, 2021 LTR 147C
84-2860438

THEATRE ARTS CENTER AT THE LAKE
22910 E APPLEWAY AVE STE 2
LIBERTY LAKE WA 99019-8606 020

Taxpayer Identification Number: 84-2860438

Form(s):

Dear Taxpayer:

Thank you for your telephone inquiry of February 11th, 2021.

Your Employer Identification Number (EIN) is 84-2860438. Please keep this letter in your permanent records. Enter your name and your EIN on all business federal tax forms and on related correspondence.

If you have any questions regarding this letter, please call our Customer Service Department at 1-800-829-0115 between the hours of 7:00 AM and 7:00 PM. If you prefer, you may write to us at the address shown at the top of the first page of this letter. When you write, please include a telephone number where you may be reached and the best time to call.

Sincerely,

Mr. Jones
1003376257
Customer Service Representative



City of Liberty Lake 2024 Lodging Tax Grant Application

Applicant Information

Project Title: Winter Glow Spectacular

Amount of Funding Requested: \$20,000

Organization Name: Winter Glow Spectacular

Mailing Address: 1221 N Malvern Road, Liberty Lake, WA 99019

Contact Person: Mark Saba

Phone: 509-475-9261

E-Mail: mjsaba1221@gmail.com

Date: 10/24/23

Signature: 

Project Summary

Provide a Description of the Project Activity:

Winter Glow Spectacular is a 501c3 nonprofit organization with a small but strong volunteer base. Our mission from inception in 2014, has been to light up our community during the winter holidays, to bring the Spirit of Christmas into the Inland Empire.

This will be our 10th year making our community sparkle with holiday lights. The city of Liberty Lake is our Title Sponsor for the 5th year, offering a huge family community to share Winter Glow Spectacular.

We now have the perfect venue, Orchard Park in Liberty Lake, to display the Winter Glow Spectacular Holiday Lights for all to enjoy.

How will requested funds be used for tourism promotion, marketing special events, acquisition of tourism-related facilities or operation of tourism-related facilities?

Winter Glow Spectacular Holiday Lights are currently supported by two fund raisers, a golf tournament and a dinner/auction event, the remaining support comes in donations from the city of Liberty Lake, local businesses as well as community residents.

With this financial support, Winter Glow Spectacular is able to maintain aging displays, build new lighting displays, pay rent for the display storage and pay insurance that is required for this event.

Our goal is to grow Winter Glow Spectacular each year in order to attract attendees form all over the Inland Empire, including Washington, Oregon, Idaho and Montana.

Estimated percentage of total attendance for event or facility by (list separately) (1) tourists; (2) people who traveled more than 50 miles; or (3) people who stayed overnight:

- | | | |
|--------------|-----|---|
| 1. Tourists | 55% | |
| 2. Traveled | 25% | |
| 3. Overnight | 20% | Estimated total room nights generated 20 - 50 |

Describe methodology used to determine these figures:
 We conducted a survey, using a QR Code, last year during the 42 day event, asking attendees the following question:
 Where did you travel from?
 How many miles did you travel?
 Did stay overnight?
 What did you like best about the event?
 From this survey is how we derived to the numbers above

Required documentation that must be submitted with Funding Application	"X" if enclosed
Proposed budget for project or organization (whichever is most applicable)	X
Verification of profit status	X
Financial statements	X
Marketing efforts for local lodging establishments	X

P. O. BOX 2508
CINCINNATI, OH 45201

Date:

AUG 14 2014

WINTER GLOW SPECTACULAR FOUNDATION
C/O PHILLIP ROBINSON
918 W FALCON AVE
SPOKANE, WA 99218-2606

Employer Identification Number:
47-1386773
DLN:
604209087
Contact Person:
CUSTOMER SERVICE ID# 31954
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
June 30
Public Charity Status:
170(b)(1)(A)(vi)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
July 15, 2014
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 5436

2023 Proposed Winter Glow Budget
Updated 5/9/2023

<u>Expense Description</u>	<u>Amount</u>
Insurance (D&O, Property)	4,000
Geiger Work Crews (2 weeks set-up, 1 week tear down)	6,000
3/8" rope light	1,500
5mm lights	3,000
Meals for volunteers	1,000
Candle updates (est \$1000 each)	12,000
Rent Repayment (A/P)	10,000
Extension cord replacements/additions	2,000
Fuel (diesel & propane)	1,500
Electrical supplies	1,000
Cable Ties	1,000
C-9 bulbs & cords	1,000
New Displays (A/P - 5000)	10,000
Additional 3-D repairs	1,000
Miscellaneous	5,000
Total	60,000

Winter Glow Spectacular
Unaudited Income Statement
April 1, 2022 thru March 31, 2023

Revenues	
Carryover from previous year	26,574.24
Title Sponsorship (City of Liberty Lake)	10,000.00
Two Fundraising events	18,057.58
Other sponsorships & donations	26,968.87
Total revenues available	81,600.69
Expenses	
Rope lights and replacement bulbs purchased	11,842.36
New displays purchased	26,709.56
Fuel (gas, propane & diesel)	1,339.23
Board expenses	283.74
Small trailer purchases & repairs	3,030.38
Rebar	1,157.93
Ecology blocks	664.29
Volunteer lunches	1,095.07
Welding supplies	1,281.02
Insurance (liability, accident, D&O)	3,529.00
Use of Geiger crews	1,644.80
Volunteer party after teardown	333.00
Purchase of carport inside compound	1,100.00
Partial repayment of past warehouse rental debts	10,000.00
Miscellaneous (cable ties, chain, rope, paint, etc.)	6,429.34
	70,439.72
Net carryover	11,160.97