



**Compliance: Late Letters Sent**

**For 2017**

- The number of **June 2017** "No Reports" letters sent: Fifty two (52) to owner managed properties as of 8/14/17.
  - As of 4/10/18 – One (1) property remains to report – with legal counsel.
- The number of **July 2017** "No Reports" letters sent: Sixty one (61) to owner managed properties as of 9/15/17.
  - As of 4/10/18 - - One (1) property remains to report – with legal counsel.
- The number of **August 2017** "No Reports" letters sent: Sixty one (61) to owner managed properties as of 10/17/17.
  - As of 4/10/18 – Two (2) properties remain to report. One (1) property we have received a judgment against and the other has been filed in Circuit Court.
- The number of **September 2017** "No Reports" letters sent: Sixty one (61) to owner managed properties as of 10/17/17.
  - As of 4/10/18 – Two (2) properties remain to report. One (1) property we have received a judgment against and the other has been filed in Circuit Court.
- The number of **October 2017** "No Reports" letters sent: Forty Five (45) to owner managed properties as of 12/19/17. (With agents there was over 150 properties to report at first run)
  - As of 4/10/18 – Two (2) properties remain to report. One (1) property we have received a judgment against and the other has been filed in Circuit Court.
- The number of **November 2017** "No Reports" letters sent: Eighteen (18) to owner managed properties as of 1/17/18.
  - As of 4/10/18 – One (1) property remains to report - we have received a judgment in Circuit Court.
- The number of **December 2017** "No Reports" letters sent: Sixteen (16) to owner managed properties on 2/19/18.
  - As of 4/10/18 – One (1) remains to report. The matter has been sent on to legal counsel.
- The number of **January 2018** "No Reports" letters sent: Thirty four (34) to owner managed properties on 3/16/18.
  - As of 4/10/18 – There are eight (8) properties that remain to report.

**Unpaid tax/fees/penalties:** The total outstanding due 4/9/18 is: \$1,807.99 from five (5) permit holders.

First Notice	Second Notice	Third Notice	Attorney	Settlement/ Payment Plan	Collections
\$24.75	\$114.61		\$368.73		\$26.23
	\$129.33		\$72.03		\$25.02
	\$27.28		\$814.15		\$25.13
			\$4.50		
			\$53.69		
			\$122.54		
\$ 24.75	\$ 271.22	\$ -	\$1,435.64	\$ -	\$ 76.38
\$ 1,807.99	Total Outstanding				

- **Permits:** As of 4/11/18 – Twenty seven (27) permits have been issued since March reporting – eleven (11) or 40% were permitted as a result of compliance efforts.
    - Twenty one(21) permits were issued during the same period of 2017
    - As of 4/11/18 there are 1110 permits.
1. Town of Union – seasonal – compliance
  2. Village of Sister Bay – seasonal – compliance
  3. Village of Sister Bay –seasonal

4. Town of Liberty Grove – year round – compliance
5. Town of Clay Banks – seasonal – compliance
6. Town of Washington – seasonal – compliance
7. Town of Washington – seasonal – compliance
8. Town of Liberty Grove – year round
9. Town of Sevastopol – seasonal
10. Town of Sevastopol – seasonal
11. Town of Egg Harbor- seasonal
12. City of Sturgeon Bay – year round
13. Town of Baileys Harbor – seasonal – compliance
14. City of Sturgeon Bay – year-round
15. Town of Washington – seasonal
16. Town of Washington – seasonal
17. Town of Liberty Grove- seasonal
18. Village of Egg Harbor – year round – compliance
19. Village of Egg Harbor – seasonal – compliance
20. Town of Liberty Grove – seasonal
21. Town of Washington – seasonal- compliance
22. Village of Sister Bay- year -round
23. Village of Sister Bay – year- round
24. Town of Baileys Harbor – seasonal
25. Village of Sister Bay – year round
26. Town of Gibraltar – year round
27. City of Sturgeon Bay – seasonal - compliance

**Unpermitted Properties:** As of 4/10/18 there are fifteen (15) unpermitted properties that are advertising online without a permit and I have on file five (5) property owners who have contacted the office for information. In April of 2017, I was working on fourteen (14) unpermitted properties.

- ✓ **VRBO/ Homeaway/ Vacationrentals.com :** As of 4/9/18 there are 470 properties listed ( 474 last month) on VRBO and (511) 481 on Homeaway – Homeaway is pulling in from all over MI with the Door County search.
  - **The following listings are unpermitted on VRBO/Homeaway:**
    - Unpermitted Listing #1: #1279183 (compliance letter sent 3/5/18, 3/29/18 & 4/9/18)
    - Unpermitted Listing #2: #1292282 (compliance 3/28/18 and 4/9/18)
    - Unpermitted Listing #3 # 23255108 (compliance letters sent 3/19/18 and 4/6/18)
    - Unpermitted Listing #4: #491653 (compliance letter sent 4/9/18)
    - Unpermitted Listing #5: 1282279 (compliance letter sent 4/10/18)
- ✓ **Airbnb:** Currently on Airbnb, the Door County search reflects 306 properties for Door County. However, when I audit the listings there are 332 that come up in the search with 317 actually in Door County. This spreadsheet is posted every month on the website under permit holder information. As of April 2, 2018 the breakdown of listings by municipality for Airbnb is as follows:

MUNI		# of Airbnb Properties		
2	Baileys Harbor	29		
4	Brussels	0		
6	Clay Banks	2		
8	Town of Egg Harbor	42		
9	Village of Egg Harbor	29		
11	Ephraim	21		
12	Gibraltar	26		
14	Town of Forestville	0		
15	Town of Jacksonport	7		
27	Nasewaupsee	9		
32	Liberty Grove	54		
33	Sevastopol	15		
34	Sister Bay	11		
35	City of Sturgeon Bay	39		
36	Town of Sturgeon Bay	10		
39	Gardner	7		
42	Union	2		
46	Washington Island	14	317	TOTAL IN DC
1	NOT IN DOOR COUNTY	15		
			332	Total Door County Listings

- **The following listings are unpermitted on Airbnb as of 3/5/18:**
  - Unpermitted Listing #1: #23915694 (compliance letter sent 4/2/18)
  - Unpermitted Listing #2: #24117398 (compliance letter sent 4/10/18)
  - Unpermitted Listing #3: #23709001 – NO LEADS TIMESHARE WHOLESALER
  - Unpermitted Listing #4: #24052610 (compliance letter sent 4/10/18)
  - Unpermitted Listing #5: 24010019 (compliance letter sent 4/10/18)

- Unpermitted Listing #6 : #23008138: NO LEADS TIMESHARE WHOLESALER
  - Unpermitted Listing #7: #24052610: (compliance letter sent 4/10/18)
  - Unpermitted Listing #8: #24261293 – searching for owner
- ✓ **Facebook** – All properties that I have searched for Door County are permitted.
  - ✓ **Craigslist** –There are currently three (3) listings unpermitted on Craigslist. All have received compliance letters.
  - ✓ **TRIPADVISOR/FLIPKEY:** Currently on TripAdvisor there are 45 rentals, there were 42 last month. Flipkey has two more listings for Door County, but one is Algoma and one is Menominee (47). All are permitted.

**Other news:**

- **WI DOR ROOM TAX REPORT SL-304:** All of the information and instructions were e-mailed out to municipalities on 3-23-18. The deadline for the filings is 5-1-18. The process is much easier this year, all of the member lists no longer have to be typed in, they are now uploaded. Many municipalities were able to complete on their own with the instructions and attachments provided by the TZC office. As of 4-10-18, fourteen (14) are complete. Brussels and V. of Forestville had \$0 room tax revenue, but unlike last year the WI DOR says that they now have to report. I have advised both municipalities and offered assistance – in addition to providing everything they need to file.
- **Response from Representative Kitchens Regarding letter about Model Policy:**

**Rep.Kitchens**  
to me ▾

Kim & Josh,

Mar 29 (8 days ago) ☆ ↶

I appreciate your concerns regarding these model policies. I think that there were some unintended consequences the last time this was done, so we will need to be vigilant so that any changes are thoroughly vetted. I will keep an eye out and if you hear of anything stirring please let me know.

Joel

**From:** Door County Tourism Zone [mailto:[info@doorcountytourismzone.com](mailto:info@doorcountytourismzone.com)]  
**Sent:** Wednesday, March 28, 2018 3:46 PM  
**To:** Rep.Kitchens <[Rep.Kitchens@legis.wisconsin.gov](mailto:Rep.Kitchens@legis.wisconsin.gov)>; Ivanov, Stamenia <[Stamenia.Ivanov@legis.wisconsin.gov](mailto:Stamenia.Ivanov@legis.wisconsin.gov)>; Severance, Joe <[Joe.Severance@legis.wisconsin.gov](mailto:Joe.Severance@legis.wisconsin.gov)>  
**Subject:** Letter from the Door County Tourism Zone

- **Tourism Zone Docs:** Agenda item # 8 - All of the documents provided to permit holders have been updated. With the changing landscape of how permit holders advertise their rentals and an effort to streamline the initial contact with property owners with compliance letters, I have re-thought the entire process. In the packet you will see the compliance letter and enclosures. Then the permit letter and enclosures.
  - Previously the compliance packet included all the paperwork with every notice. In my opinion, after working with people that receive the initial packet, they often sounded like they were inundated with too much information. I have adjusted the compliance letter/packet so that it is not as overwhelming. Another benefit of reducing the compliance packet is that it can now be mailed with a single stamp; previously it was going at \$1.40 per packet. The Compliance Packet includes the following:
 

<ul style="list-style-type: none"> <li>➤ Lodging Permit Application &amp; Instructions</li> <li>➤ Getting Started Checklist</li> <li>➤ Guide to Commencing Short Term Rental in Door County</li> </ul>	<ul style="list-style-type: none"> <li>➤ Monthly Room Tax Report and Instructions</li> <li>➤ Additional Requirements: Information on State Health Inspections (Tourist Rooming License) and State Sales Tax.</li> </ul>
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The permit packet, which returns the signed permit to the property owner now, has an updated letter along with all the need to know information to operate short term rentals successfully. The permit packet now includes:

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>➤ Getting Started Checklist</li> <li>➤ Guide to Commencing Short Term Rentals in Door County</li> <li>➤ Room Tax FAQ'S</li> </ul> | <ul style="list-style-type: none"> <li>➤ FAQ'S For Airbnb Hosts</li> <li>➤ Monthly Room Tax Report Form</li> <li>➤ Guide To Monthly Room Tax Reporting</li> </ul> |
|--|---|

- Guide To Online Filing
- Change of Information Form
- Additional Requirements: Information on State Health Inspections (Tourist

Rooming License) and State Sales Tax.

- DCVB Silver Membership Information

I would appreciate any and all feedback; the information that is being provided is much more comprehensive than any other area collecting room tax (I did a lot of research all over the country). I feel good about what we are providing so that we can strengthen the partnership by educating permit holders. Hopefully in doing so we are making the process easier for them and as a result more efficient for the office. Please don't hesitate to let me know if you feel that something is missing, needs more explanation or should be omitted. Once approved, I would like to get this information out to all the municipalities and feature it in the first quarter newsletter for permit holders.

**Respectfully Submitted,**

Kim Roberts  
Administrator

**Removed Properties 3/7/18 to 4/10/18**

Municipality	Permit #	Removed	Lodging Name	Lodging Address	Owner	Reason for Removal
Town of Liberty Grove	32-56-0446-08	3/13/18	Wagon Trail #23	1116 Wagon Trail	Maureen Flatley	No longer renting.
Town of Washington	46-56-1526-00	3/13/18	Island Legacy House	1841 Gasoline Town Rd	Debra Sheridan	No longer renting.
Town of Liberty Grove	32-56-1843-06	3/15/18	Garret Bay Sanctuary	1124 Garrett Bay Road	Steven Hitzeman	Decided not to rent.
Town of Sevastopol	33-55-0334-00	3/15/18	Smith Cottage on Clark Lake	5271 S Lake Road	Mary Ellen and Gregory Smith	No longer renting – for family use only.
Town of Washington	46-56-0913-00	3/20/18	Rocky Ridge Farm	1394 Michigan Road	Ghislaine & Marcu deKoning	Property sold.
Town of Egg Harbor	08-53-1057-00	3/22/18	Landmark Resort Bisbee	7643 Hillside Road	Brian & Marilyn Bisbee	Property sold.
Town of Nasewaupee	27-56-1590-01	4/3/18	Three D's on Rileys Bay	3773 Town Park Road	Dale & Denis Klapatch	No longer renting.
Town of Liberty Grove	32-55-0738-00	4/6/18	Timm's Getaway	11162 N Sand Bay Road	Henry & Joan Tlmm	Property Sold. New owners in the process of permitting.
Town of Gardner	39-56-1421-13	4/6/18	Hope's Fishing Haven	8845 Fuzz Lane	Hope Werking	Property sold 9-6-17.
Town of Gibraltar	12-56-1551-06	4/10/18	Blue Cottage	9235 Spring Road	Erin Margerie	Property sold 3-2-18