



**DOOR COUNTY TOURISM ZONE COMMISSION
EXECUTIVE COMMITTEE
Thursday, April 19, 2018 at 9:00 A.M.
City of Sturgeon Bay – Community Room
421 Michigan Street – 920-746-2900**

*In order for everyone to hear the discussion please, turn off your cell phone.
Thank you.*

	<i>Accountant – Mary Horton</i>		3	Town of Jacksonport – Elizabeth Le Clair	
	<i>Administrator– Kim Roberts</i>		4	Town of Gibraltar – Bill Weddig	
			5	Town of Gibraltar – Dick Skare	
1	City of Sturgeon Bay - Josh Van Lieshout, Chair		6	City of Sturgeon Bay – Bob Starr	
2	Town of Baileys Harbor – Bryan Nelson		7	At Large – Vacant	
				Quorum = 4	

Roll Call

Comments, correspondence and concerns from the public

Business Items

1. Approval of the Agenda.
2. Approval of the Minutes of March 15, 2018 Full Commission Meeting.
3. Report by the Door County Visitor Bureau on marketing efforts.
4. Report from Administrative Assistant on current activities, projects and issues associated with permitting new members.
5. Discussion on the current comparable occupancy numbers.
6. Consideration of approving reports and payables plus receipts to date.
7. Discussion and consideration of policy for split month rentals and subsequent reporting policy.
8. Discussion and consideration of updated Tourism Zone publications and guides.
9. Report from Commissioners on feedback from local boards on recent issues.
10. **Consider motion to convene into Closed Session pursuant to Wisconsin State Statutes, Section 19.85(1) (g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or likely to become involved; to wit: enforcement actions against lodging providers who have failed to obtain lodging permits and to timely remit monthly room tax report and tax payments.**
11. Discussion regarding matters to be placed on a future agenda or referred to a committee, official or employee.

Adjournment

Public Notice

Questions regarding the nature of the agenda items or more detail on the agenda items listed above scheduled to be considered by the governmental body listed above can be directed to Josh Van Lieshout, Tourism Zone Commission Chairperson at 920.746.6905 or at jvanlieshout@sturgeonbaywi.org . No action will be taken by any governmental body at the above-stated meeting other than the governmental

body specifically referred to above in this notice. Copies of reports and other supporting documentation are available for review at the offices of the Commission located at 10568 Country Walk Lane, Suite #102, Sister Bay during normal business hours. The Tourism Zone Commission office can be contacted by phone: 920-854-6200 or at info@doorcountytourismzone.com.

2018 Meetings - Tourism Zone Commission

**April 19 - City of Sturgeon Bay, Community Room - 421 Michigan St, - 920.746.2900
(Executive Committee)**

May 17– (Full Commission) - Sevastopol Town Hall, 4528 State Hwy 57, 920-746-1245

**June 21– Annual Meeting – (Full Commission) Baileys Harbor Town Hall- 2392 County Road F –
920.839.9509**

**July 19– City of Sturgeon Bay, Community Room - 421 Michigan St, - 920.746.2900
(Executive Committee)**

**August 16- (Full Commission) Village of Egg Harbor – Bertschinger Community Center -7860 STH 42 –
920-868-3334**

**September 20 - City of Sturgeon Bay, Community Room - 421 Michigan St, - 920.746.2900
(Executive Committee)**

October 18 – (Full Commission): Jacksonport Town Hall – 3365 County Rd V – 920-823-2954

**November 15 - City of Sturgeon Bay, Community Room - 421 Michigan St, - 920.746.2900
(Executive Committee)**

December 20 – (Full Commission) – Town of Clay Banks – 6098 CTH OO – 920-746-9617

Meetings of the full Commission generally alternate months with Executive Committee meetings. Unless otherwise noted, all meetings begin at 9 a.m. Zone meetings are open to the public and input is welcome. If the Agenda includes a Closed Session, all non-Commission members will be asked to leave for that portion of the meeting only.

The mission of the Door County Tourism Zone Commission is to:

- Collect the room tax on behalf of its member municipalities in a fair and efficient manner.
- Work in partnership with the Door County Visitor Bureau to support its marketing efforts in tourism promotion and development for the Tourism Zone as a single destination for transient tourists, which are reasonably likely to generate paid overnight stays.
- Keep all parties and businesses associated with the Tourism Zone and the Room Tax informed on the Commissions activities.