



**DOOR COUNTY TOURISM ZONE
EXECUTIVE COMMITTEE MEETING
Minutes of March 4, 2022-3:00 p.m.
Meeting conducted via Zoom**

ACTION ITEMS:

Weddig moved and Van Lieshout seconded to approve the agenda. Motion carried.

Discussion regarding the drafted Entity Agreement between Destination Door County and the Door County Tourism Zone Commission.

Eliot moved and Wait seconded to recommend the full Tourism Zone Commission to approve the Entity Agreement subject to the final language changes agreed to today. Motion carried.

Weddig moved to adjourn; Eliot seconded. Motion carried.

Committee Members Present by Roll Call: Fred Anderson, Linda Wait, Bill Weddig, Nedd Neddersen, Dave Eliot, and Josh VanLieshout.

Absent: None.

Excused: None.

Also in Attendance: Bill VandeCastle/**VandeCastle,SC**, Juliana Behme/**DCTZC**, Jewel Ouradnik/**DCTZC**, Julie Gilbert/**DDC**, Jon Jarosh/**DDC**, Tim Guckenberger/**DDC**, Mona Christensen/**DDC**, Greg Stillman/**DDC**, and Will Craig.

Call to Order

Van Lieshout called the meeting to order at 3:00 p.m.

Weddig moved and Van Lieshout seconded to approve the agenda. Motion carried.

Discussion regarding the drafted Entity Agreement between Destination Door County and the Door County Tourism Zone Commission.

Van Lieshout asked Behme to review the talking points discussed in a previous meeting and for input from Jarosh and Gilbert.

Behme reviewed changes made in the updated Entity Agreement draft. In Section 2.1 b) DDC requested adding Destination in door County in parentheses for clarification.

Jarosh expressed a desire to revisit the renewal term in Section 3.3. In the February 28th draft, the renewal would occur for successive two-year terms, which will be changed to successive three-year terms.

Eliot asked whether this would line up with the Strategic Plan, which lasts three years but is reviewed every year.

Gilbert said there would be yearly updates and flexibility but a longer period would be necessary for infrastructure plans especially.

Behme said In Section 4.1, the word "the" will be removed after "sustainable."

Behme said in Section 4.2 b) in order for DDC to apply the goals determined in the Strategic Planning Committee meeting and workload, it was suggested that the presentation on the previous year's goals and objectives be moved to September 1st of each year. The Commission will need to provide approval due to the fact that the goals and objectives are going to be strongly related to the budget.

Jarosh suggested changing Section 5.3 to the following "Bureau Board Meetings and Executive Committee Meetings. The Bureau recognizes the importance of transparent governance and will hold meetings that are open to the public, except for closed sessions related to litigation, advice from legal counsel, personnel matters, or contract negotiations. Meeting agendas shall be publicly posted. Meeting minutes will also be posted to its website.

Van Lieshout requested bimonthly meetings for the Executive committee and Board in addition to a deadline for agenda postings.

Eliot asked DDC to follow open meetings law in regard to closed session items.

Van Lieshout agreed to not include the entirety of open meetings law if the previous requirements above were met.

Eliot thanked DDC for offering to include public comment in their meetings.

Van Lieshout said agendas could be posted 24 hours in advance with 2 hours' notice for an emergency meeting on their website.

The Executive Committee members indicated agreement.

Vande Castle reviewed current laws relating to quasi-governmental bodies and how open meetings law relates to entities who receive the majority of their funds from public sources.

Behme said Section 5.6 was modified to include language on municipal investment related to overnight stays and municipal spending guidance.

Van Lieshout clarified that DDC's ex officio member on the Tourism Zone Commission would not be possible due to the ordinance creating the Zone.

Vande Castle said meetings are open under open meeting law and any DDC members or staff could attend at any time to give input.

Eliot said the Tourism Zone should ensure there is a space for DDC to give their input.

Behme said in Section 7.2, it was requested that the last sentence on severability be removed. The section itself is used as a safety measure.

Jarosh said 7.11 (c) would allow for a more orderly termination.

Vande Castle agreed that this could be done. If a portion of the agreement is ruled against in court, the agreement would be terminated.

Guckenberg asked what would happen in this case.

Van Lieshout stated that 7.4 would be a result of significant disfunction for both entities and is not likely to be used. The tax would continue to be collected.

Eliot moved and Wait seconded to recommend the full Tourism Zone Commission to approve the Entity Agreement subject to the final language changes agreed to today. Motion carried.

Anderson mentioned there were concerns about the reserve fund proposed by DDC and asked whether there had been any further discussion on it.

Van Lieshout said a certain percentage of the operating costs for DDC would be accumulated over several years.

Gilbert said the previous amount would be reallocated and some would be directed to an emergency fund. The rest would go to a tourism investment fund.

Eliot asked whether it would be a restricted fund and asked whether, if the Tourism Zone and DDC part ways, that fund would be retained by DDC.

Vande Castle gave the option for the Tourism Zone to hold the reserve funds and instead DDC would borrow money for emergency repairs and this would be structured into the next budget to pay off the loan.

Van Lieshout said this is more of a budgetary issue.

Adjournment

Weddig moved to adjourn; Eliot seconded. Motion carried.

Respectfully submitted,



Juliana Behme
Administrator