



DOOR COUNTY TOURISM ZONE COMMISSION

Administrator's Report

August 2016

**Compliance: Late Letters Sent**

- The number of May 2016 “No Reports” letters sent: Seventy (70) to owner managed properties on 7/19/16.
  - Eight (8) remain as of 8/11/16 – a final notice with deadline was mailed 8/10/16.

**Unpaid tax/fees/penalties:** The total outstanding due as of 8/11/16 is: \$1,188.81 from nine (9) permit holders. \$696.50 in attorney’s fees that are in collections with legal counsel.

First Notice	Second Notice	Third Notice	Attorney	Settlement/ Payment Plan	Collections	Attorney
\$ 3.97		\$ 25.38		\$ 76.49		\$ 696.50
\$ 4.10		\$ 25.05		\$ 53.55		
\$ 21.00				\$ 115.50		
\$ 81.36				\$ 54.79		
\$ 11.21						
\$ 19.91						
\$ 141.55	\$ -	\$ 50.43	\$ -	\$ 300.33	\$ -	\$ 696.50
\$ 1,188.81	Total Outstanding					

- **Permits:** (9) *Nine permits have been issued since July reporting – Six (6) due to compliance efforts (75%).*
  - (8) *Eight properties were permitted during the same period in 2015.*
  - *As of 8/11/16 there are 1028 permits.*
    - Town of Sevastopol – Re-permitted / found online again / Compliance
    - Village of Ephraim – Year Round - Compliance
    - Town of Egg Harbor – Year Round
    - Town of Sevastopol - Seasonal – Compliance
    - Village of Sister Bay – Seasonal
    - Village of Ephraim – Seasonal – Compliance
    - City of Sturgeon Bay – Seasonal – Compliance
    - Town of Clay Banks – Year Round
    - Town of Gibraltar – Seasonal - Compliance

**Unpermitted Properties:**

I am currently working on permitting fourteen (14) unpermitted properties that are advertising online or have contacted the office regarding permitting. In 2015, there were ten (10) unpermitted properties for the same time period.

- **Survey:** The survey was email to a subscriber list of 832. There were about 35 email bounces. I mailed hard copies of the survey to 193 (the 35 bounces are included) permit holders. As of 8/10/2016 (last day) there have been 270 responses to the survey. This number includes the manually entered (19) mail in surveys and online responses. We will have results for the September meeting.
- **Tweak** –Tweak is unable to set up a Facebook page in the format that was agreed to. Therefore Sponsored Ads on Facebook are now not possible due to our lack of Facebook page.

- Tweak has come back with a new proposal for Google Ad Words. I have advised Martha that more than likely this would not be considered until the next budget cycle. This is a separate item on the agenda.
- Our contract renews in August. We added to the contract that we did not automatically want the contract to renew and requested time to evaluate the success of the work in the initial contract before renewing.
- The digital brochure has been paid for, I am finalizing the copy. As the survey results started to come in I realized there are obvious themes that require education - it's a great opportunity to utilize the information gathered in the survey.

Respectfully Submitted,



Kim Roberts  
Administrator

Removed Properties 7/15/16 to 08/11/2016

Municipality	Permit #	Removed	Lodging Name	Lodging Address	Owner	Reason for Removal
Town of Gibraltar	12-56-0138-00	7/18/16	Stonypath	4241 Main St	Stonypath LLC, C/O Jim Freers	I no longer rent the property and will not in the future.
Town of Jacksonport	15-56-1016-01	7/19/16	Breathe Easy Beach House	6600 STH 57	Mark & Tina King	I stopped renting November 1, 2015
Town of Egg Harbor	08-53-1060-00	7/19/16	Sunrise Ridge Condo- Van Welde	7569 Sunrise Ridge Lane	Milton Van Welde	Owners Association voted to be a no rental facility.
Town of Liberty Grove	32-56-1367-00	7/26/2016	Old Stage Prairie Cottage	11526 Old Stage	Michael Bacsi	Property sold.