

Annual Report of the Fox Cities Area Room Tax Commission 2016

The FOX CITIES AREA ROOM TAX COMMISSION has been created as a Commission under the provisions of Section 66.0615 of the Wisconsin Statutes, formed to coordinate tourism promotion and tourism development using tax revenues generated from the imposition of room taxes in the Fox Cities Tourism Zone pursuant to the Room Tax Act.

Meetings

The Commission met five (5) times in 2016. Meeting discussions included financial reports on room tax collections, overviews of state room tax statute, collection of room tax from Air BnB rentals, and state-mandated municipal reporting.

Commissioners were appointed from the 10 municipalities comprising the Fox Cities Tourism Zone (see attached for listing).

At the January 2016 meeting of the Commission, officers were elected:

- Adam Hammatt – Chair
- Bruce Sherman – Vice-Chair
- George Dearborn – Secretary

Bylaws

A major focus of the Commission during its first year was the establishment of bylaws. A Task Force was established to review and recommend an initial draft of bylaws. Final approved bylaws were reviewed by outside legal counsel.

As part of this process, member municipalities are requested to contribute \$300 per Commission seat annually for the support of the Commission and conducting of Commission business. These Discretionary Funds are kept separate and distinct from room tax revenues, will be subject to annual audits, and expenditures will only be made upon proper approval of the Commission. The Discretionary Funds will be allowed to accumulate until a twenty thousand-dollar (\$20,000) savings is reached, at which time the municipal annual contributions will be suspended until the Discretionary Funds are below fifteen thousand dollars (\$15,000).

Room Tax Expenditures

Aside from those allocations set in ordinance, the Fox Cities Area Room Tax Commission approved the expenditure of \$1,153,565.57 of room tax. All funds were directed to the City of Appleton to pay costs related to the construction of the Fox Cities Exhibition Center.

Allocation of Room Tax Funds

The attached financial report shows actual tax collections and the allocations. A graphic summary of room tax allocations is below:

Fox Cities Room Tax Allocations
Total Pie = 10% Tax

