

# Town of St. Germain Accommodations Tax Commission

## Minutes of the Special Meeting of August 12, 2015

1. The Meeting was called to order at 5:03 pm.
2. **Roll Call** was as follows: Fred Radtke, Tom Best, Tom Christensen, Deb Harvey and Paul Bohnen. We have a quorum present. Penny Wiesmann was present as the Chamber's representative.
3. **Agenda** The agenda was motioned for approval by Tom Christensen with a second from Tom Best. Carried at 5:04 pm.
4. **Election of Officers** Tom Christensen proposed all officers remain the same.
5. **Chairman's Report** Nothing to report.
6. **Secretary's Report** The Minutes of the May 11, 2015 meeting were not available for review. Minutes will be prepared for November meeting and distributed for approval at that time.
7. **Treasurer's Report** Fred presented the Treasurer's Report in Marion's absence.
  - A. The current quarter revenue comparison to prior years was reviewed.
  - B. There are currently (11) delinquent accommodations.
  - C. There are (5) delinquent from previous quarter.
  - D. There were no penalties collected for the quarter ending 6/30/15, but they have been invoiced for.
  - E. There was \$112.82 in penalties & interest collected from the previous quarter.
  - F. There were (11) letters sent to late accommodations. (3) Of which went to property managers and (8) to single properties.
  - G. Approval of Treasurer's Report. Upon discussion and review of the report, **Tom Best motioned to approve the Treasurer's report and Paul Bohnen seconded the motion which carried at 5:18 pm.**
8. Penny Wiesmann distributed the Chamber Quarterly Room Tax Activity Report for review. It was noted that the Commission prefers to see the Expense Detail Report in the future as opposed to a report that shows only subtotals. The Detail Report will be made available at future Commission meetings. **Fred Radtke approved the report presented with a second from Tom Christensen. Motion carried at 5:23 pm.**
9. Penny Wiesmann received the Chamber's portion of the proceeds from Q2/15 in the amount of \$50,715.83.
10. **Commission Member's Comments** Deb Harvey proposed that in light of it being so easy for property managers to fall delinquent, property managers should have to submit accommodations tax on a monthly basis as opposed to quarterly, based on their previous year's receipts, similar to how the State of Wisconsin determines the frequency of its filers.
11. **Citizen's Comments** None heard.

12. Next meeting is scheduled for Wednesday, November 11, 2015 at 5:00 pm

13. With no further concerns, **the meeting was adjourned at 5:53 pm.**

Respectfully Submitted by:  
Deb Harvey

\*\*Approved Date & Time:

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Commission Secretary

\*\*Signature:

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