



CITY OF TWO RIVERS
ROOM TAX COMMITTEE PROCEEDINGS
November 1, 2023
10:30 AM, 3rd Floor City Hall

Call to Order

The meeting was called to order at 10:30 AM.

Roll Call

Room Tax members present: Curt Andrews, Rick Carey, Bill LeClair, Peter Crabbe and Greg Buckley. Also, present were Jeff Dawson, Library Director and Elizabeth Runge, Community Development Director.

Status of Room Tax Revenue and Development Expenditures

The revenue numbers are up from 2022. The projected balance for the end of 2023 is a conservative number of \$300,000 and could come in as \$310,000. An overview of the budget, Funds 258 and 259, was presented by Greg Buckley.

Status Report of Explore Two Rivers Inc.

Recruitment for a new tourism director will begin this week. The Explore Board will have its first annual meeting on November 14, 2023 and the next Room Tax Commission meeting will follow on the same day.

Consideration of a Proposed Budget for use of Room Tax Funds

Expenditures were discussed including the annual allocation for the Wayside Maintenance, Washington House, and Main Street. In addition, there is a request for funding from Fund 258 to pay for the beach safety warning system signage. The discussion also included pursuing an estimate for 30% plans for the City-owned pump house to take the next steps with a visitor/welcome/trail head location. No formal action was taken.

Preliminary discussion of a Contract with Explore Two Rivers Inc

An example has been provided to customize a contract. A draft contract will be brought to the RTC at a later meeting.

Update on Litigation involving Manitowoc Area Visitor and Convention Bureau and the City of Manitowoc

There were no updates at this time.

Adjournment

A motion was made by Bill LeClaire and seconded by Peter Crabbe to adjourn. Motion carried on a voice vote.

Meeting adjourned at 11:50am.