



**TWO
RIVERS**
WISCONSIN

ROOM TAX COMMISSION MEETING

Wednesday, December 10, 2025 at 12:00 PM

Committee Room - City Hall, 3rd Floor
1717 E. Park Street, Two Rivers, WI 54241

AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL**
Commission Members: Kyle Kordell, Curt Andrews, Rick Carey, Mark Bittner, Bill LeClair
3. **APPROVE MINUTES FROM OCTOBER 2025 MEETINGS** (Action Item)
4. **REVIEW 2025 YTD TOURISM & ROOM TAX BUDGET TO ACTUAL**
 - A. Including wear-end forecasting
5. **REVIEW AND APPROVE FINAL 2026 BUDGET** (Action Item)
 - A. Update on funding for Neshotah Beach renovations
 - B. Update on the City of Two Rivers budget for 2026 that may impact RTC and ETR
 - C. Will there be an overlap in Tourism Directors
6. **TOURSIM DIRECTOR HIRING UPDATE**
 - A. Hiring timeline
 - B. Candidate screening rubric
 - C. Hiring Team
7. **REVIEW COMMITTEE MEMBERS FOR 2026**
8. **ADJOURNMENT**

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Two Rivers will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the City Clerk's office at 920-793-5526 or email clerk@two-rivers.org at least 48 hours prior to the scheduled meeting or event to request an accommodation. For additional assistance, individuals with hearing or speech disabilities can call 711 and be connected to a telephone relay system.

It is possible that members of and possibly a quorum of governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no other action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.