



**TWO  
RIVERS**  
WISCONSIN

# ROOM TAX COMMISSION MEETING

April 13, 2026, at 4pm

3<sup>rd</sup> floor Committee Meeting Room  
Two Rivers City Hall  
1717 East Park Street  
Two Rivers, WI 54241

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## MINUTES

1. **CALL TO ORDER** Meeting called to order at 4:13pm
2. **ROLL CALL Present:** Curt Andrerws, Kyle Kordell, Bill LeClaire, Mark Bittner. Attending remotely Rick Carey. Staff: Caitlyn Meola, Jeff Sachse and Joe Metzen.
3. **AMEND ROOM TAX ORDINANCE TO INCLUDE RV OVERNIGHT STAYS** See attached revised room tax ordinance for updates to this ordinance that was submitted to Two Rivers City Council for review and approval. Updates to the ordinance are in red.  
A Motion to adopt the ordnance changes was made by Bill LeClair and seconded by Mark Bittner. Discussion. Jo Metzen provided projections that indicated this may result in a 10% increase in the total room tax revenue for 2026. Kyle Kordell indicated he had met with two of the three RV site providers in the city. Curt Andrews called for a roll call vote. Voting Yay: Bittner, LeClair, Carey, Kordell and Andrews. Voting Nay: none
4. **COMMUNITY INPUT** None
5. **ADJOURNMENT** Meeting adjourned at 4:45pm

Wisconsin's Room Tax Commission Charter (under Wis. Stats. 66.0615 and Chapter 66.0615, Wisconsin.Gov Home, Wisconsin Legislature) establishes local bodies to manage hotel room taxes, primarily for funding tourism promotion and development, requiring at least 70% of revenue for these efforts, with commissions created by joint agreements for multi-municipality "Tourism Zones" or by single municipalities, governed by appointed members and overseen by the WI Dept of Revenue for reporting compliance.

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*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.*