

**CITY OF RICHLAND CENTER  
ORDINANCE NO. 2026 - 05**

**AN ORDINANCE DISSOLVING THE CITY TOURISM DEPARTMENT AND THE TOURISM COMMISSION**

**WHEREAS**, the City of Richland Center (the "City") is a fourth-class city duly organized and existing under the laws of the State of Wisconsin, including Chapter 62 of the Wisconsin Statutes; and

**WHEREAS**, the City has established a Tourism Department as an administrative unit of City government responsible for functions relating to tourism promotion and tourism development within the City; and

**WHEREAS**, the City has also established a Tourism Commission to assist in the oversight and direction of tourism-related activities and room tax expenditures; and

**WHEREAS**, the Common Council has reviewed the City's current tourism governance structure and has determined, in the exercise of its legislative discretion, that the Tourism Department and the Tourism Commission no longer serve a necessary municipal function and that their continued operation is not required by state law or by the City's municipal code; and

**WHEREAS**, Wis. Stat. § 66.0615(1m)(b)1. expressly provides that a single municipality imposing a room tax "may" create a tourism commission, and the use of permissive language confirms that maintenance of a tourism commission is not a statutory obligation for a municipality acting alone; and

**WHEREAS**, the Common Council finds that the orderly dissolution of the City Tourism Department and the City Tourism Commission, with appropriate transition provisions for personnel, records, assets, and pending obligations, is in the best interest of the City of Richland Center.

**NOW, THEREFORE, THE COMMON COUNCIL OF THE CITY OF RICHLAND CENTER, RICHLAND COUNTY, WISCONSIN, DOES ORDAIN AS FOLLOWS:**

**Section 1. *Dissolution of the City Tourism Department.*** Effective May 1, 2026, the City of Richland Center Tourism Department is hereby dissolved and abolished as an administrative department of City government. All functions, duties, and responsibilities previously assigned to the Tourism Department are hereby terminated, except as necessary to fulfill existing obligations as provided in Section 4 of this Ordinance.

**Section 2. *Dissolution of the City Tourism Commission.*** Effective May 1, 2026, the City of Richland Center Tourism Commission is hereby dissolved and abolished. All terms of office of current members of the Tourism Commission shall terminate on such date. The dissolution of the Tourism Commission shall not affect the City's authority or obligation to collect room tax pursuant to Wis. Stat. § 66.0615, nor shall it affect the City's obligation to expend the required percentage of room tax revenues on tourism promotion and tourism development as required by law.

**Section 3. *Amendment of the Municipal Code.*** All provisions of the Code of Ordinances shall be removed or amended that reference, establish, or prescribe the duties of the Tourism Department or the Tourism Commission, consistent with the dissolution effected by this Ordinance.

**Section 4. *Transition Provisions.*** The City Administrator is authorized and directed to take all steps necessary and appropriate to effectuate an orderly transition, including: (a) the reassignment, transfer, or separation of any City employees or contracted personnel previously employed in or assigned to the Tourism Department, consistent with applicable employment law and City personnel policy; (b) the

transfer, archiving, or disposition of all records, files, data, equipment, and other assets previously held or used by the Tourism Department or the Tourism Commission; and (c) the fulfillment and termination of any outstanding vendor contracts, service agreements, or other obligations previously entered into on behalf of the Tourism Department or Tourism Commission, subject to the terms of those agreements and applicable law.

**Section 5. Room Tax Authority Unaffected.** Nothing in this Ordinance shall be construed to repeal, limit, or otherwise affect the City's authority to impose, collect, and administer a room tax pursuant to Wis. Stat. § 66.0615, or the City's obligation to expend room tax revenues in accordance with that statute. The Common Council retains full authority over the collection and direction of room tax revenues following the dissolution of the Tourism Department and Tourism Commission.

**Section 6. Savings Clause.** The dissolution of the City Tourism Department and City Tourism Commission shall not impair or affect: (a) any civil or contractual liability incurred by the City, the Tourism Department, or the Tourism Commission prior to the effective date of this Ordinance; (b) any pending administrative or legal proceedings to which the Tourism Department or Tourism Commission is a party; or (c) any right or obligation of any person arising under any contract or agreement entered into with the Tourism Department or Tourism Commission prior to the effective date of this Ordinance. Any such liabilities, proceedings, rights, and obligations shall be assumed by and transferred to the City of Richland Center and administered by the appropriate City officer as directed by the City Administrator.

**Section 7. Severability.** If any provision of this Ordinance or its application to any person or circumstance is held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity shall not affect the remaining provisions of this Ordinance, which shall continue in full force and effect.

**Section 8. Effective Date.** This Ordinance shall take effect on May 1, 2026, following passage and publication as required by law.

**ADOPTED** by the Common Council of the City of Richland Center, on this 21st day of April, 2026, by the following vote: AYES: \_\_\_\_\_, NOS: \_\_\_\_\_

CITY OF RICHLAND CENTER  
RICHLAND COUNTY, WISCONSIN

\_\_\_\_\_  
Karin Tepley, Mayor  
Attest:

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Misty D. Molzof, Deputy Clerk

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**CERTIFICATE OF PUBLICATION**

I, Misty D. Molzof, Deputy Clerk of the City of Richland Center, Richland County, Wisconsin, hereby certify that the foregoing Ordinance No. 2026-05 was published in the Richland Observer, a newspaper of general circulation in the City, on \_\_\_\_\_, 2026, as required by Wis. Stat. § 62.11(4).

\_\_\_\_\_  
Deputy Clerk