

Two Rivers City Hall  
1717 East Park Street  
Council Chambers  
Two Rivers, WI 54241  
(920) 793-5532  
www.two-rivers.org



**CITY OF TWO RIVERS  
CITY COUNCIL AGENDA  
Monday, January 6, 2020  
Council Chambers – City Hall – 6:00PM  
Regular Meeting**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL BY CITY CLERK**
- 4. CONSIDERATION OF ANY COUNCIL MEMBER REQUESTS TO PARTICIPATE IN THIS MEETING FROM A REMOTE LOCATION**
- 5. PUBLIC HEARING**
  - A. Ordinance to Repeal and Recreate Sections 10-1-29(a) and 10-1-30(a) of the Municipal Code, to Revise the Listing of Permitted and Conditional Land Uses in the I-1 and I-2 Industrial Districts  
Recommended Action:  
Motion to waive reading and adopt the Ordinance
- 6. INPUT FROM THE PUBLIC**
- 7. COUNCIL COMMUNICATIONS**  
Letters and other communications from citizens
- 8. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES**
- 9. CITY MANAGER'S REPORT**
  - A. Invited Guests
    1. Barb Schweitzer, President, Friends of the Two Rivers Senior Center to present a check from the Senior Center
    2. Citizens: Larry Germann, Ned Guyette and Paul Biegun, Regarding Neighborhood Noise Concerns

**B. Status/Update Reports**

1. 606 Parkway Boulevard, Paragon Property
2. Memorial Drive Property Transfer
3. Borrowing of \$1.2 Million to Pay Off WRS Unfunded Liability (2020 Budget Item)
4. TID No. 13 Creation
5. TID No. 8 Amendment to Project Plan
6. Proposed Wisconsin-Lake Michigan National Marine Sanctuary
7. Downtown Hotel Development Project
8. Recent Personnel Changes
9. Upcoming Events
10. Other

**C. Legislative/Intergovernmental Update**

1. Confirmation: Wisconsin Department of Revenue Has Granted Waiver of Mandated Housing Availability Report (Resolution Requesting Waiver Approved by Council on December 2, 2019)
2. Letter to WHEDA in Support of Proposed Redevelopment Project at 1702 13th Street (Former Eggers West Plant)
3. Other

**10. CONSENT AGENDA****A. Presentation of Minutes**

1. City Council - Regular Meetings, December 2, 2019 and December 16, 2019  
Recommended Action:  
Motion to waive reading and adopt the minutes

**B. Applications and Petitions**

1. Applications for Operator's License – Recommended for Approval
  - a. Michele L. DeGrand, 1709 Monroe Street, Two Rivers
  - b. Anna M. Whatley, 1952 Roosevelt Avenue, Two Rivers  
Recommended Action:  
Motion to approve the applications and authorize the City Clerk to issue the licenses

**C. Reports**

1. Minutes of Meetings
  - a. Police and Fire Commission, November 20, 2019

- b. Public Works, December 2, 2019
- c. Public Utilities, December 3, 2019
- d. Police and Fire Commission, December 18, 2019

Recommended Action:

Motion to receive and file

2. Department Report

- a. Fire, November

Recommended Action:

Motion to receive and place on file

3. Finance Reports

- a. Debt Service, November 2019
- b. General Fund, November 2019
- c. Lester Library, November 2019

Recommended Action:

Motion to receive and place on file

**RECOMMENDED ACTION FOR CONSENT AGENDA**

Motion to approve the Consent Agenda with the various actions recommended

**11. CITY COUNCIL - FORMAL ITEMS**

- A. Resolution Terminating Tax Incremental District No. 3, Which Has Reached the End of its Statutory Life (Was Extended One Year for Affordable Housing Activities, by City Council Resolution Dated March 18, 2019).

Recommended Action:

Motion to waive reading and adopt the Resolution

**RECOMMENDATIONS FROM THE PERSONNEL AND FINANCE  
COMMITTEE MEETING OF DECEMBER 30, 2019**

- B. Ordinance Amending Section 1-2-1(6) of the Municipal Code, Increasing Fees and Charges for Emergency Medical Services

Recommended Action:

Motion to waive reading and adopt the ordinance

- C. Resolution Declaring Official Intent to Reimburse Expenditures from the Proceeds of Borrowing--2020 Capital Projects

Recommended Action:

Motion to waive reading and adopt the Resolution

- D. Authorize City Manager to Carry Over Unused Vacation Time in the Aggregate Amount of Up to 100 Hours--60 hours Above the Cap Otherwise Provided in City Personnel Policy

Recommended Action:

Motion to approve this waiver of the City's Personnel Policy, for Vacation Carryover into 2020 and Future Years

- E. Ordinance Amending Section 1-2-1(10) of the Municipal Code, Changing Cemetery-Related Fees and Charges

Recommended Action:

Motion to waive reading and adopt the Resolution

- F. Ordinance Amending Title 4 "Public Works," Chapter 3, "City Cemeteries," of the Municipal Code, Repealing Section 4-3-3(a) Resident Defined; Repealing and Recreating Section 4-3-4 Price of Lots, and Repealing Section 4-3-6(b) Perpetual Care

Recommended Action:

Motion to waive reading and adopt the Ordinance

## 12. FOR INFORMATION ONLY

- A. City Council Meeting, Monday, January 20, 2020, 6:00 PM
- B. City Council Work Session, Monday, January 27, 2019, 6:00 PM
- C. The Chamber of Manitowoc County Awards of Distinction Annual Dinner, Tuesday, February 11, 2020, 5:00 PM, Capital Civic Centre. RSVP to City Managers Office.

## 13. CLOSED SESSION

The City Council reserves the right to enter into Closed Session, per Wisc. Stats 1985(1)(e) deliberating or negotiating the purchasing of public properties, the investment of public funds, or conducting other specified public business, whenever competitive or bargaining reason require a closed session

- Discuss Possible City Assistance to Economic Development Projects: Riverside Foods Expansion; Proposed Culver's; Other
- Discuss Possible Property Acquisition--2023 Washington Street Through Assignment of Tax Foreclosure by Manitowoc County
- Discuss Possible Property Acquisition
  - Discuss Status of Negotiations Regarding Former Hamilton Property
  - Address Deed Provisions for Transfer of Memorial Drive Properties to City from County and Wisconsin DOT

And per Wisc. 19.85(1)(g), conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved

- Confer with Legal Counsel Regarding Property Acquisition Matters Likely to be the Subject of Litigation: Former Hamilton Property
- Confer with Legal Counsel on Matters Pertaining to Outstanding City Loan and City TIF Grant to Michael and Rebecca Schwarz, Anchors Away, LLC and Windella, LLC for Restaurant Property at 1509 Washington Street

**14. RECONVENE IN OPEN SESSION**

To consider possible actions in follow-up to closed session discussions

**15. ADJOURNMENT**

Motion to dispense with the reading of the minutes of the meeting and adjourn

Please note, upon reasonable notice, efforts will be made to accommodate the needs to disabled individuals through appropriate aids and services. For additional information or to request this service, please contact the Office of the City Manager by calling 793-5532.

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 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.

## ORDINANCE

**AN ORDINANCE** to repeal and recreate Section 10-1-29(a) and 10-1-30(a) of the Municipal Code, entitled "Uses", for the I-1 and I-2 Industrial Districts as part of a comprehensive review of the permitted, conditional and prohibited uses in the I-1 and I-2 Industrial Districts.

The City Council of the City of Two Rivers does hereby ordain as follows:

**SECTION 1.** That Section 10-1-29(a) of the Municipal Code is hereby repealed and recreated to read as follows:

- (a) **USE.** In The I-1 Industrial District, no building or premises shall be used and no building shall be hereinafter be erected or structurally altered unless otherwise provided in this chapter, except for one or more of the following uses.
  - (1) **Principal Permitted Uses.**
    - (a) Business, professional or clerical offices.
    - (b) Communication towers and antennas.
    - (c) Contractor offices and shops including sales, service and repair of relate products and equipment with no outdoor operations and no outdoor storage, excluding heaving construction and landscape contractors.
    - (d) Laboratory.
    - (e) *Manufacturing, processing, repairing, warehouse or assembly of previously prepared materials.*
    - (f) *Municipal facilities.*
    - (g) *Recycling of scrap and waste materials with no outdoor storage.*
    - (h) Wholesale establishment.
  - (2) **Accessory Uses.**
    - (a) Accessory buildings for the storage of vehicles, materials or equipment related to a permitted use.
    - (b) Dock facility.
    - (c) Essential services.

- (d) Off-street parking and loading facilities.
  - (e) Rail tracks and spur lines.
  - (f) Retail sales of products manufactured on the premises or products which are sold wholesale from the premises. Retail sales shall be incidental to the principal permitted use and shall be limited to ~~10%~~ **25%** of the gross floor area of the principal building and all accessory buildings.
  - (g) Signs in accord with Title 10, Chapter 3.
  - (h) Shipping containers used for storage in accord with Section 10-1-16(j)(5).
- (3) Conditional Uses.
- (a) Animal hospital and kennel.  
~~Assembly of previously prepared material.~~
  - (b) Auction facility, business.
  - (c) Auction facility, industrial.
  - (d) Commercial boat dock.
  - (e) Day care center.  
~~Fishfarming/aquiculture.~~
  - (f) Flea market, excluding any special event authorized by the City Council.
  - (g) Heavy contractor's yards and equipment storage.  
~~Hotel and motel.~~  
~~Manufacturing, processing, repairing or warehouse use.~~  
~~Museums.~~
  - (h) Private utilities.
  - (i) Recreational facility, indoor or outdoor.

- (j) Recreational vehicle, sales, service and storage.

~~Recreational vehicle court.~~

~~Restaurant.~~

~~Recycling of scrap and waste materials with no outdoor storage.~~

- (k) Self-storage facility.

~~Truck terminals and related service facilities.~~

- (l) Utility trailer and truck rental.

- (m) Wind energy systems.

- (4) Prohibited Uses.

Any use not specifically permitted is Subsections (a)(1), (2) and (3).

**SECTION 2.** That Section 10-1-30(a) of the Municipal Code is hereby repealed and recreated to read as follows:

- (a) **USE.** In The I-2 Industrial District, no building or premises shall be used and no building shall be hereinafter be erected or structurally altered unless otherwise provided in this chapter, except for one or more of the following uses.

- (1) Principal Permitted Uses.

- (a) *Agricultural and farming, but not including fur farms, poultry farms or farms operated for the disposal of garbage, rubbish or offal.*
- (b) Business, professional and clerical offices.
- (c) Communication towers and antennas.
- (d) Contractor offices and shops including sales, service and repair of relate products and equipment with no outdoor operations and no outdoor storage, excluding heaving construction and landscape contractors.
- (e) Laboratory.



(f) Manufacturing, processing, repairing, warehouse or assembly of previously prepared material.

(g) ***Municipal facilities.***

(h) Wholesale establishment.

(2) Accessory Uses.

(a) Accessory buildings for the storage of vehicles, materials or equipment related to a permitted use.

(b) Dock facility.

(c) Essential services.

(d) Off-street parking and loading facilities.

(e) Rail tracks and spur lines.

(f) Retail sales of products manufactured on the premises or products which are sold wholesale from the premises. Retail sales shall be incidental to the principal permitted use and shall be limited to 25% of the gross floor area of the principal building and all accessory buildings.

(g) Shipping containers used for storage in accord with Section 10-1-16(j)(5).

(h) Signs in accord with Title 10, Chapter 3.

(3) Conditional Uses.

~~Agricultural and farming including dairy farming, pony farms, truck farms, green houses, plant and tree nurseries, but no including fur farms, commercial hatcheries, poultry farms or farms operated for the disposal of garbage, rubbish or offal.~~

(a) Animal hospital and kennel.

(b) Auction facility, business.

(c) Auction facility, industrial.

(d) Day care center.

~~Fishfarming/aquiculture.~~

- (e) Flea market, excluding any special event authorized by the City Council.
- (f) Heavy contractor's yards and equipment storage.
- (g) Junk yard.
- (h) Private utilities.
- (i) Ready-mix concrete plant and related facilities including material storage, processing and roadway material recycling operations.
- (j) Recreational facility, indoor or outdoor.

~~Recreational vehicle courts.~~

- (k) Recreational vehicle, sales, service and storage.
  - (l) Recycling of scrap and waste materials with ~~no~~ outdoor storage.
  - (m) Sanitary landfill.
  - (n) Self-storage facility.
  - (o) Truck terminals and related service facilities.
  - (p) Utility trailer and truck rental.
  - (q) Wind energy systems.
- (4) Prohibited Uses.

Any use not specifically permitted is Subsections (a)(1), (2) and (3).

**SECTION 3.** This Ordinance shall take effect and be in force from and after the date of its passage and publication.

Dated January 6, 2020.

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Patrick J. Gagnon  
President, City Council

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Gregory E. Buckley  
City Manager

Attest:

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Kim Graves  
City Clerk

Approved as to form and legality:

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John M. Bruce  
City Attorney

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- (a) **USE.** In The I-1 Industrial District, no building or premises shall be used and no building shall be hereinafter be erected or structurally altered unless otherwise provided in this chapter, except for one or more of the following uses.
  - (1) **Principal Permitted Uses.**
    - (a) Business, professional or clerical offices.
    - (b) Communication towers and antennas.
    - (c) Contractor offices and shops including sales, service and repair of relate products and equipment with no outdoor operations and no outdoor storage, excluding heaving construction and landscape contractors.
    - (d) Laboratory.
    - (e) Manufacturing, processing, repairing, warehouse or assembly of previously prepared materials.
    - (f) Municipal facilities.
    - (g) Recycling of scrap and waste materials with no outdoor storage.
    - (h) Wholesale establishment.
  - (2) **Accessory Uses.**
    - (a) Accessory buildings for the storage of vehicles, materials or equipment related to a permitted use.
    - (b) Dock facility.
    - (c) Essential services.

- (d) Off-street parking and loading facilities.
  - (e) Rail tracks and spur lines.
  - (f) Retail sales of products manufactured on the premises or products which are sold wholesale from the premises. Retail sales shall be incidental to the principal permitted use, and shall be limited to 25% of the gross floor area of the principal building and all accessory buildings.
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- (3) Conditional Uses.
- (a) Animal hospital and kennel.
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  - (c) Auction facility, industrial.
  - (d) Commercial boat dock.
  - (e) Day care center.
  - (f) Flea market, excluding any special event authorized by the City Council.
  - (g) Heavy contractor's yards and equipment storage.
  - (h) Private utilities.
  - (i) Recreational facility, indoor or outdoor.
  - (j) Recreational vehicle, sales, service and storage.
  - (k) Self-storage facility.
  - (l) Utility trailer and truck rental.
  - (m) Wind energy systems.
- (4) Prohibited Uses.

Any use not specifically permitted is Subsections (a)(1), (2) and (3).

**SECTION 2.** That Section 10-1-30(a) of the Municipal Code is hereby repealed and recreated to read as follows:

- (a) **USE.** In The I-2 Industrial District, no building or premises shall be used and no building shall be hereinafter be erected or structurally altered unless otherwise provided in this chapter, except for one or more of the following uses.
  - (1) **Principal Permitted Uses.**
    - (a) Agricultural and farming, but not including fur farms, poultry farms or farms operated for the disposal of garbage, rubbish or offal.
    - (b) Business, professional and clerical offices.
    - (c) Communication towers and antennas.
    - (d) Contractor offices and shops including sales, service and repair of relate products and equipment with no outdoor operations and no outdoor storage, excluding heaving construction and landscape contractors.
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    - (g) Municipal facilities.
    - (h) Wholesale establishment.
  - (2) **Accessory Uses.**
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    - (b) Dock facility.
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    - (d) Off-street parking and loading facilities.
    - (e) Rail tracks and spur lines.

- (f) Retail sales of products manufactured on the premises or products which are sold wholesale from the premises. Retail sales shall be incidental to the principal permitted use and shall be limited to 25% of the gross floor area of the principal building and all accessory buildings.
  - (g) Shipping containers used for storage in accord with Section 10-1-16(j)(5).
  - (h) Signs in accord with Title 10, Chapter 3.
- (3) Conditional Uses.
- (a) Animal hospital and kennel.
  - (b) Auction facility, business.
  - (c) Auction facility, industrial.
  - (d) Day care center.
  - (e) Flea market, excluding any special event authorized by the City Council.
  - (f) Heavy contractor's yards and equipment storage.
  - (g) Junk yard.
  - (h) Private utilities.
  - (i) Ready-mix concrete plant and related facilities including material storage, processing and roadway material recycling operations.
  - (j) Recreational facility, indoor or outdoor.
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  - (l) Recycling of scrap and waste materials with outdoor storage.
  - (m) Sanitary landfill.
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(q) Wind energy systems.

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Dated January 6, 2020.

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Patrick J. Gagnon  
President, City Council

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Gregory E. Buckley  
City Manager

Attest:

\_\_\_\_\_  
Kim Graves  
City Clerk

Approved as to form and legality:

\_\_\_\_\_  
John M. Bruce  
City Attorney



## PETITION REGARDING NOISE DISTURBANCE

### ISSUE

Excessive noise (Music/DJ/Patrons) coming from Whiskey D's Bar in Two Rivers:

- Phone calls have been made to the police by the residents in the neighborhood for several months.
- Quality of life for the residents has been affected due to the excessive noise, loss of sleep and the stress from the continuous complaints with no resolution.
- Due to the bar's location on the river, sound is amplified when it travels over water.
- The low frequency/base sounds are the most disturbing. These sounds cause residents' homes to vibrate and shake.

### RESOLUTION

City of Two Rivers to take actions to stop the excessive noise being generated at Whiskey D's that is affecting the quality of life for residents in the neighborhood.

NAME (PRINT)	ADDRESS	SIGNATURE
Paul Biegum	1409 26th. Two Rivers, WI.	Paul Biegum
NED GUYETTE	2501 WASHINGTON ST.	Ned Guyette
BOTH VIENTOT	2501 WASHINGTON ST	Both Vientot
Kay Rodewald	1421 25th Street	Kay Rodewald
Leslie Edwards	2403 Jefferson Street	Leslie Edwards
Neel Gogwart	1409 25th St	Neel Gogwart
Jan & Ron Schaden	1400 25th St	Janice & Ron
Kathryn Gadd	2401 Jefferson St.	Kathryn Gadd
John Wallace	2519 Washington St.	John Wallace
Mary Wallace	2519 Washington St	Mary Wallace
Dennis Popelars	1408 - 25th Two Rivers	Dennis Popelars
Dustin Smith	1413 25th & Two Rivers	Dustin Smith
Cathy Storm	1413 25th & Two Rivers	Cathy Storm
Jeremy Edwards	2403 Jefferson St. Two Rivers	Jeremy Edwards
DEBI GERMAN	1403 26th St.	Debi German
Larry German	1403 26th St.	Larry German

Attachment: Noise petition, chief memo (2350 : Citizens Larry Germann, Ned Guyette and Paul Biegum)

## PETITION REGARDING NOISE DISTURBANCE

### **ISSUE**

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### **RESOLUTION**

City of Two Rivers to take actions to stop the excessive noise being generated at Whiskey D's that is affecting the quality of life for residents in the neighborhood.

NAME (PRINT)	ADDRESS	SIGNATURE
Kelly Flickinger Rumbusch	1406 26 <sup>th</sup> Street	Kelly Flickinger Rumbusch
Susette Mehlhorn	1414 26 <sup>th</sup> St.	Susette Mehlhorn
George Walsh	2704 River Ln	George Walsh
James Brotske	2708 River Ln.	James Brotske
Deborah Brotske	2708 River Lane	Deborah Brotske
Barbara Gray	2714 River Ln	Barbara Gray
SHIRLEY ANDREWS	2720 RIVER LN	Shirley Andrews
Mary Timm	2808 River Ln	Mary Timm
LAURIE BACALZO	2418 Jefferson	Laurie Bacalzo
LONA KOWALSKI	2601-Washington St	Lona Kowalski
Joe Bianchi	2415 Washyke St	Joe Bianchi
Sandy Brian Way	2623 Washington St.	Sandy Way

Attachment: Noise petition, chief memo (2350 : Citizens Larry Germann, Ned Guyette and Paul Biegun)

## Sec. 9-2-5 Loud and Unnecessary Noises Prohibited

(a) **LOUD AND UNNECESSARY NOISE PROHIBITED.** It shall be unlawful for any person to make, continue or cause to be made or continued any loud and unnecessary noise.

(b) **TYPES OF LOUD AND UNNECESSARY NOISES.** The following acts are declared to be loud, disturbing and unnecessary noises in violation of this Section, but this enumeration shall not be deemed to be exclusive:

- (1) **Horns, Signaling Devices.** The sounding of any horn or signaling device on any automobile, motorcycle or other vehicle on any street or public place in the City for longer than three seconds in any period of one minute or less, except as a danger warning; the creation of any unreasonable loud or harsh sound by means of any signaling device and the sounding of any plainly audible device for an unnecessary and unreasonable period of time; the use of any signaling device except one operated by hand or electricity the use of any horn, whistle or other device operated by engine exhaust and the use of any signaling device when traffic is for any reason held up.
- (2) **Radios, Phonographs, Similar Devices.** The using, operating or permitting to be played, used or operated any radio receiving set; musical instrument, phonograph or other machine or device for the producing or reproducing of sound in a loud and unnecessary manner. The operation of any set, instrument, phonograph, machine or device between the hours of 10:00 PM and 7:00 AM in a manner as to be plainly audible at the property line of the building, structure or vehicle in which it is located shall be prima facie evidence of a violation of this Section.
- (3) **Loudspeakers, Amplifiers for Advertising.** The using, operating or permitting to be played, used or operated of any radio receiving set, musical instrument, phonograph, loudspeaker, sound amplifier or other machine or device for the producing or reproducing of sound which is cast upon the public streets for the purpose of commercial advertising or attracting attention of the public to any building or structure. Announcements over loudspeakers can only be made by the announcer in person and without the aid of any mechanical device.
- (4) **Animals, Birds.** The keeping of any animal or bird which by causing frequent or long continued unnecessary noise.
- (5) **Steam Whistles.** The blowing of any steam whistle attached to any stationary boiler except to give notice of the time to begin or stop work or as a warning of fire or danger or upon request of proper City authorities.
- (6) **Exhausts.** The discharge into the open air of the exhaust of any steam engine, stationary internal combustion engine or motor boat except through a muffler or other device which will effectively prevent loud or explosive noises therefrom.
- (7) **Construction or Repair of Buildings.** The erection (including excavation), demolition, alteration or repair of any building, as well as the operation of any pile driver, steam shovel, pneumatic hammer, derrick, steam or electric hoist, or any other similar equipment attend by loud or unusual noise, other than between the hours of 7:00 AM and 10:00 PM on weekdays; provided, however, the City Manager shall have the authority, upon determining that the loss or inconvenience which would result to any part in interest would be extraordinary and of such nature as to warrant special consideration, to grant a permit for a period necessary within which time such work and operation may take place within the hours of 10:00 PM to 7:00 AM.
- (8) **Schools, Courts, Churches, Hospitals.** The creation of any excessive noise on any street adjacent to any school, institution of learning, church or court while in use, or adjacent to any hospital, which unreasonably interferes with the normal operation of that institution, or which disturbs or unduly annoys patients in the hospital provided that conspicuous signs are displayed in those streets indicating a school, hospital or court street.
- (9) **The provisions of this section shall not apply to:**
  - (a) Any vehicle of the City while engaged in necessary public business.
  - (b) Excavations or repairs of streets or other public construction by or on behalf of the City, County, State at night when public welfare and convenience renders it impossible to perform such work during the day.



- (c) The reasonable use of amplifiers or loudspeakers in the course of public addresses which are noncommercial in character.

**(c) NOISE LIMITS.**

- (1) Maximum Permissible Sound Levels.
  - (a) Noise from a stationary source shall not exceed the following standards for maximum sound pressure levels measured at the property line.
 

Zone	Noise Rating-Daytime	Noise Rating-Nighttime
Residential	60 db	50 db
Business	70 db	70 db
All Other Zones	75 db	75 db
  - (b) Ambient noise is the all encompassing noise associated with a given sources, usually being a composite of sounds with many source near and far, but excluding the noise source being measured. Ambient noise is a factor and the subject noise shall exceed the ambient noise by five db in any octave band to be designated excessive.
  - (c) Pure tones and impulsive noises are factors. Five noise rating numbers shall be taken from the table in Subsection "a." above, if the subject noise consists primarily of a pure tone or if it is impulsive in character.
- (2) Construction Noise. Construction equipment in any zone may be operated between the hours of 7:00 AM to 7:00 PM provided that said equipment does not exceed a maximum sound pressure level of 80 db(A) measured at the property line of the location at which said equipment is in use.
- (3) Noise in Residential Districts. In Residential Zones, the person in violation of this Section shall be ordered to reduce the sound pressure to acceptable levels immediately by the monitoring officer.

(d) OPERATION OF CERTAIN EQUIPMENT. Lawn mowers, chain saws, powered garden equipment, electric insect killing/repelling devices, and other non-construction maintenance equipment shall be operated only during the hours between 7:00 AM and 9:00 PM unless within the specified noise levels measured at the property line of the location at which said equipment is in use.

(e) EXEMPTIONS. Operation of emergency equipment shall be exempt from this Chapter. Emergency equipment shall include government-owned or contracted vehicles, machinery and equipment used to provide emergency medical (ambulance), police, fire and snow and ice control services. Privately-owned vehicles, machinery and equipment used for snow and ice control and removal on private property shall also be exempt from the provisions of this Chapter, provided such vehicle, machinery or equipment is not determined to be emitting excessive noise due to lack of repair or maintenance. The City Manager or his/her designee may also grant temporary exemptions to the provisions of this chapter when such exemptions are deemed to be in the public interest.

**(f) METHODS OF MEASURING NOISE**

- (1) Equipment. Noise measurement shall be made with a sound level meter.
- (2) Location of Noise Meter. Noise measurement shall be made at the nearest lot line of the premises from which a noise complaint is received. The noise meter shall be placed at a height of at least three (3) feet above the ground and at least three (3) feet away from the walls, barriers, obstructions, and all other sound reflective surfaces.

**(g) CONTROL OF NIGHTTIME NOISE EMITTED FROM RESIDENTIAL AIR CONDITIONERS**

- (1) No person shall install, operate, or use any residential air-conditioner which creates a noise level in a sleeping room in any dwelling unit located on any adjacent premises in the excess of five decibels above the ambient noise level at the location being measured.
- (2) Upon receiving a complaint, the Police Department will conduct a noise survey through the use of a sound level meter. The sound pressure level should be measured in a sleeping room in the complainant's

premises with the sound level measuring microphone placed three (3) feet from an open window nearest to the source of the noise and not less than three (3) feet above the floor of the room in which the measurement is made.

(h) APPEALS The City Manager may grant an exemption to individuals proving evidence of substantial hardship. Evidence that reasonable technological attempts have been made to correct the problem shall be considered grounds for granting an exemption to this Chapter for existing industries

## TWO RIVERS POLICE C A RE



## Police Department

1717 East Park Street

Post Office Box 87

Two Rivers WI 54241-0087

EMERGENCY DIAL ..... 911

Non-Emergency Police Response ..... 920/686-7200

Police Business Office ..... 920/793-1191

Mon.-Fri. 7:00 a.m. to 4:30 p.m.

Fax ..... 920/793-5500

email ..... trpolice@two-rivers.org

TO: City Manager – Greg Buckley

FROM: Chief Joseph Collins

DATE: 01/03/20

SUBJECT: Complaints reference Low Frequency Noise

As you know we have received numerous complaints reference low frequency noise from Whiskey D's bar. These complaints began at the beginning of November had have continued through December.

As you know our city ordinances covering noise do not adequately address low frequency noise issues as this sound can cause complaints while registering significantly under the decibel limits as defined as a violation. The other ordinance refers to the amplified sound at the property line being a violation, once again when tested these levels are significantly under the limits but still causing issues with properties across the rivers from the bar. The levels being recorded are equivalent to casual conversations or the running of a refrigerator.

Looking into this issue, other jurisdictions both locally, throughout the state, and beyond have had similar issues with the regulating of low level noise. Lt. John Reimer has been working with the complainants and the bar owner to try to remedy these issues and we are more than willing to try to come to work collaboratively to resolve this ongoing problem. Lt. Reimer will be at Monday's City Council meeting to discuss this more in-depth.

Attachment: Noise petition, chief memo (2350 : Citizens Larry Germann, Ned Guyette and Paul Biegun)

# Low frequency noise complaints

## Low Frequency Noise (LFN)

Noise has been defined as 'unwanted sound'. The effect of low frequency noise (LFN), however, is often not recognised as a nuisance, even though it may have a profound effect on the psychological and physiological well being of some people.

Complaints about low frequency noises in Jersey have risen in the last 3 years. These complaints are very difficult for Environmental Health to investigate as the levels of noise are often barely audible and the source direction is unclear. Our noise equipment has difficulty detecting such low frequencies.

## Nuisance

It's hard for us to know much of a serious nuisance low frequency noise is, but it is often a source of irritation. It's also difficult for us to assess the level of nuisance caused by low frequency noise. Ordinary sound level meters may not be able to detect LFN on the decibel scale as its decibel level is often lower than background noise. A narrow band frequency analyser is required to measure it.

## Sources

The following may all be sources of LFN:

- amplified music
- pumps
- fans
- boilers
- ventilation plants

## Sound

The frequency of a sound is the number of sound waves which pass a particular point in 1 second, and is measured in Hertz (Hz). Sound audible to the adult human ear is in the range 5 - 18000 Hz. Low frequency sound may be loosely defined as having a frequency below 150 Hz. Sound in the lower frequency range is around us all the time, but we are not always aware of it as people's sensitivity varies considerably. Problems arise when the levels of low frequency noise are such that they interfere with our everyday lives.

## Low frequencies travel further than high frequencies

LFN can be more noticeable indoors, which is why it is often associated with disturbed sleep. In the open air other noises such as traffic may mask the annoying low frequencies. Indoors, middle and high frequency noise from outside is reduced because the insulating effect of the building increases with sound frequency. Noises from the lower frequency bands, however, may remain the same, or even increase - hence rattling windows etc. Another problem is that LFN travels further than higher frequencies, so the source is often difficult to trace. Sleep may be disturbed by the hum of a distant boiler, or the rattle of a window caused by passing traffic.

## Hums

Throughout the country there are cases of people who can hear 'hums'. These sounds have no obvious source. In some areas small groups of people apparently complain about noise from the same, unidentified source. These have been blamed on industrial sources and on gas pipelines. In some areas they have been investigated extensively, but their actual sources remain unconfirmed.

## Control

Apart from the difficulties of tracking down the source of LFN, and assessing its magnitude, practical methods of control are technically difficult and often too expensive. Sound proofing in buildings is usually impracticable as the design - particularly of modern buildings - can enhance the effect. Enclosing the noise source is a better option and will provide a more comprehensive solution. This is often difficult and expensive as it involves enclosing the source in a combination of massive structures to reduce sound transmission. LFN from machinery can sometimes be reduced by the use of vibration absorbing mountings.

## APPLETON CODE

## ARTICLE IV. NOISE\*

## Sec. 12-76. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

**ANSI** means American National Standards Institute or its successor bodies.

**A-weighted sound level** means the sound pressure level in decibels as measured on a sound level meter using the A-weighting network. The level so read is designated dB(A) or dBA.

**Ambient noise** means the all encompassing noise associated with a given environment, being usually a composite of sounds from many sources, near and far.

**Background noise level** means the sound from all sources, with a single source in question removed.

**Commercial area** means any area of the city designated on the Official Zoning Map C-O, C-1, C-2 or CBD.

**Construction** means any site preparation, assembly, erection, substantial repair, alteration or similar action, for or of public or private rights-of-way, structures, utilities or similar property.

**Day** means the hours between 7:00 a.m. and 10:00 p.m. central standard or daylight savings time when in effect.

**Decibel or dB** means a unit for measuring the volume of a sound, equal to twenty (20) times the logarithm to the base 10 of the ratio of the pressure of the sound measured to the reference pressure, which is twenty (20) micronewtons per square meter.

**Demolition** means any dismantling, intentional destruction, or removal of structures, utilities, public or private right-of-way surfaces, or similar property.

**Emergency** means any occurrence or set of circumstances involving actual or imminent physical trauma or property damage which demands immediate action.

**Emergency work** means any work performed for the purpose of preventing or alleviating the physical trauma or property damage threatened or caused by an emergency.

**Fluctuating sound** means a sound whose sound pressure level varies significantly but does not equal the ambient

environmental level more than once during the period of observation.

**Frequency** means the reciprocal of the primitive period of a function periodic in time. The unit is the cycle per unit time and must be specified; typically this unit will be hertz (hz), i.e., cycles per second.

**Gross vehicle weight rating or GVWR** means the value specified by the manufacturer as the recommended maximum loaded weight of a single motor vehicle. In cases where trailers and tractors are separable, the gross combination weight rating (GCWR), which is the value specified by the manufacturer as the recommended maximum loaded weight of the combination vehicle, shall be used.

**Industrial area** means any area of the city designated on the Official Zoning Map M-1 or M-2.

**Light motor vehicle** means any automobile, van, motorcycle, motor-driven cycle, motor scooter or light truck with a gross vehicular weight of less than eight thousand (8,000) pounds.

**Motor vehicle** means a vehicle which is self-propelled, including, but not limited to, cars, trucks, motorcycles, motorbuses, motorhomes, snowmobiles, truck trailers, and motor bicycles.

**Muffler or sound dissipative device** means a device for abating the sound of escaping gases of an internal combustion engine.

**Night** means the hours between 10:00 p.m. and 7:00 a.m., standard time or daylight savings time when in effect.

**Noise** means any sound which annoys or disturbs humans or which causes or tends to cause an adverse psychological or physiological effect on humans.

**Noise disturbance** means any sound which:

- (1) Endangers or injures the safety or health of humans or animals;
- (2) Annoys or disturbs a reasonable person of normal sensitivities; or
- (3) Endangers or injures personal or real property.

**Public right-of-way** means any street, avenue, boulevard, highway, sidewalk or alley or similar place which is owned or controlled by a government entity.

**Public property** means any real property or structures



## APPLETON MUNICIPAL CODE

10:00 P.M. to 7:00 A.M.

Octave Band Center Frequency (Hz)	<u>Residential</u>	<u>Commercial</u>	<u>Industrial</u>
31.5	69	72	81
63	68	71	80
125	62	66	75
250	54	60	70
500	48	54	64
1000	42	49	58
2000	36	44	53
4000	31	40	49
8000	29	37	46
A-scale levels	52 dB (A)	58 dB (A)	67 dB (A)

TABLE II

**Maximum Permissible Sound Pressure**  
(Levels in decibels re .0002 Microbars)

7:00 A.M. to 10:00 P.M.

Octave Band Center Frequency (Hz)	<u>Ind. Into Commercial</u>	<u>Ind. Into Residential</u>	<u>Commercial Into Residential</u>
31.5	80	79	75
63	79	78	74
125	74	73	69
250	69	67	64
500	63	61	58
1000	57	55	52
2000	52	50	47
4000	48	46	43
8000	45	43	40
A-scale levels	66 dB (A)	64 dB (A)	61 dB (A)

10:00 P.M. to 7:00 A.M.

Octave Band Center Frequency (Hz)	<u>Ind. Into Commercial</u>	<u>Ind. Into Residential</u>	<u>Commercial Into Residential</u>
31.5	75	74	72
63	74	73	71
125	69	68	65
250	64	63	57
500	58	57	51
1000	52	51	45
2000	47	46	39
4000	43	42	34

Supp. #86

8000	40	39	32
A-scale levels	61 dB(A)	60 dB (A)	55 dB (A)

**Sec. 12-82. Light motor vehicle noise.**

No person shall cause noise levels from the operation of a light motor vehicle and motorcycles in excess of the sound levels set forth in tables III and IV below.

TABLE III

**Passby Vehicle Sound Limits**

Weighted and sound level limits for operation on roadways specified at fifty (50) feet from the centerline of the vehicle travel lane:

	<i>Automobiles, Vans Light Trucks GVWR</i>	<i>On-Highway Motorcycles</i>
<i>Posted Speed Zone</i>		
Greater than 45 mph	78 dB	82 dB
45 mph or less	72 dB	78 dB
35 mph or less, level roadways, constant speed cruise, 200 feet or more from intersection	70 dB	74 dB

TABLE IV

**Stationary Vehicle Sound Limits**

Weighted sound level limits for stationary vehicles. Vehicle exhaust noise tests measurements at twenty (20) inches from exhaust outlet:

Automobile, Vans, Light Trucks, GVWR 8,000 lbs.	95 dB
On-highway motorcycles	99 dB

Add 2 dB for rear and mid-engine vehicles.  
Tests shall be conducted at an engine test speed of 3,000 RPM or one-half the indicated engine red line.  
(Code 1965, §22.09(6))

**Sec. 12-83. Variances.**

The City of Appleton Board of Health, upon final approval by the Common Council, shall have the authority, consistent with this section, to grant variances in accordance with the following provisions.

(a) ***Special Variance Permits.***

- (1) ***General.*** A special variance permit may be issued upon request provided that the work producing such noise is necessary to promote the public health or welfare and reasonable

## APPLETON MUNICIPAL CODE

permit to an applicant if the Board finds that immediate compliance with the noise limitations as set forth in this section would result in unnecessary hardship to the applicant. In making the determination, the Board of Health shall balance the hardship to the applicant, the community, and other persons of not granting the variance, against the adverse impact on health, safety, and welfare of persons affected, the adverse effect on property affected and any other adverse impacts of granting the variance. Any person who claims to be adversely affected by the allowance of the variance permit may file a statement with the Board of Health containing information to support the claim. The Board of Health may require the applicant to submit information not contained in the application which may be necessary for making a determination under this subsection. Within five (5) days following the determination, the Board of Health shall place on file with the City Clerk a copy of the decision which shall specify the reasons for denying or granting the variance permit.

- (4) **Conditions.** Upon final approval by the Common Council, the Health Officer shall issue a variance permit under such conditions as are necessary to protect the public health, safety, and welfare, including a schedule for achieving compliance with noise limitations. Variances exceeding two (2) years may be granted only in exceptional cases, including those for which, in the opinion of the Board of Health, control technology is unavailable or available only at a prohibitive cost. Non-compliance with any conditions imposed on the variance shall terminate the variance and subject the person holding it to those provisions of this section for which the variance permit was granted.

- (5) **Extension and Modification.** Application for extension of time limits or modification of other conditions specified in the variance permit shall be treated like applications for an initial variance, except that the Board of Health must find that the need for such extension or modification clearly outweighs any adverse impacts of granting the extension or modification.

- (6) **Appeals.** Any applicant or other person aggrieved by the decision of the Board of Health or Common Council may seek such other legal relief as may be available.

(Ord 173-08, §1, 11-25-08)

Cross reference(s) – Board of Health, §2-76, et seq.

#### Sec. 12-84. Sounding locomotive whistle.

No railroad company or any of its agents, servants or employees shall blow any whistle on any engine within the limits of the city, except in those cases prescribed and designated by the laws of Wisconsin. This section does not prohibit the blowing of any whistle as a signal warning in cases of peril, fire or collision or other imminent danger. (Code 1965, §8.02(3); Ord 137-92, §1, 12-16-92, Ord 84-00, §1, 10-7-00)

#### Sec. 12-85. Adoption of state law regarding sound-producing devices; impoundment; seizure and forfeiture.

W.S.A. §66.0411 regarding impoundment, seizure and forfeiture of sound-producing devices in violation of this article is hereby adopted by reference and made an offense punishable as a violation of this code. (Ord 89-96, §1, 9-18-96)

#### Sec. 12-86. Commercial and industrial construction

New or substantially modified structures on land used or zoned as commercial or industrial shall be subject to site plan review to evaluate compliance with the provisions of this code.

#### Sec. 12-87. Radio or other electric sound amplification device – prohibited.

No person or business may use a radio or other similar electric sound amplification device so that sound emitting from said radio or amplification device is audible under normal conditions from a distance of seventy-five (75) or more feet.

(Ord 84-05, §1, 8-23-05)

#### Secs. 12-88 – 12-100. Reserved.

**State of Wisconsin • DEPARTMENT OF REVENUE**

2135 RIMROCK ROAD • Mail Stop 624A • P.O. BOX 8933 • MADISON, WISCONSIN 53708-8933 • 608-266-6466 • FAX (608) 266-5718  
<http://www.revenue.wi.gov>

*Tony Evers*  
Governor

*Peter W. Barca*  
Secretary of Revenue

December 20, 2019

Elizabeth Runge  
City of Two Rivers  
1717 E. Park Street  
Two Rivers, WI 54241

Dear Ms. Runge,

The Wisconsin Department of Revenue (DOR) has received your request for a waiver exempting the City of Two Rivers, Manitowoc County, from the deadline requirements of sec. 66.10013, Wis. Stats., related to the Housing Affordability Report.

DOR approves your request and grants the City of Two Rivers, Manitowoc County, a waiver for a four-year period.

This waiver does not apply to the New Housing Fee Report required under sec. 66.10014, Wis. Stats.

Sincerely,

Peter W. Barca  
Secretary of Revenue

Attachment: DOR Waiver Granted Ltr (2349 : Granted Housing Availability Report Waiver)



**Office of the City Manager**  
1717 East Park Street  
Post Office Box 87  
Two Rivers WI 54241-0087  
Telephone . . . . . 920/793-5532  
FAX . . . . . 920/793-5563  
[grebuc@two-rivers.org](mailto:grebuc@two-rivers.org)

December 30, 2019

Joaquin Altoro, Executive Director  
WHEDA  
201 West Washington Avenue, Suite 700  
Madison, WI 53701-1728

Re: City of Two-Rivers, Wisconsin  
1702 13th Street  
Zoning Confirmation/Letter of Support

Dear Mr. Altoro:

The property at 1702 13th Street in the City of Two Rivers is currently zoned Waterfront Business District. This area was re-zoned from an Industrial District in December 2019 to allow for the development of multi-family housing in this waterfront, mixed-use area of the city.


The City of Two Rivers is supportive of the redevelopment of the building located at 1702 13th Street for multi-family housing, with a potential commercial tenant. Our community is in need of new housing, and the potential for 56 units in a building that is currently not in use, is a positive contribution to the city's downtown, and the community overall.

This former manufacturing building on the downtown waterfront also presents a great opportunity for adaptive re-use of an historic manufacturing building. Adjacent green space on the site, plus access to nearby bike/ped facilities, the city library and public transit all combine to make this a very desirable location for multi-family residential use.

Final approvals of the specific project plans are subject to review and actions by the City of Two Rivers per the requirements of the Site and Architectural review process and standards for the Waterfront Business Zoning District.

Feel free to contact me or Community Development Director Elizabeth Runge if you have any questions.

Thank you,

  
Gregory E. Buckley  
City Manager

CC: City Council  
Elizabeth Runge, Community Development Director/City Planner

Attachment: Two Rivers WHEDA Ltr 12-30-19 (2352 : Letter to WHEDA in Support of Proposed Redevelopment Project at 1702 13th Street)

City of Two Rivers, Wisconsin

1702 13th Street





**CITY OF TWO RIVERS  
COUNCIL PROCEEDINGS  
REGULAR MEETING  
Monday, December 2, 2019 – 6:00 PM  
Council Chambers – City Hall  
MINUTES**

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1. **CALL TO ORDER** by Vice-President Curt Andrews at 6:00 PM.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL BY CITY CLERK**

Attendee Name	Title	Status	Arrived
Jay Remiker	Councilmember	Present	
Bill LeClair	Councilmember	Present	
Bonnie Shimulunas	Councilmember	Present	
Curt Andrews	Vice-President	Present	
David England	Councilmember	Present	
Erin Gonnerman	Councilmember	Present	
Jack Powalisz	Councilmember	Absent	
Mark Bittner	Councilmember	Present	7:05 PM
Patrick Gagnon	President	Present	7:15 PM

Also present were Jeff Dawson, Lester Library Director; Kevin Boehm, Parks and Recreation Director; Jim McDonald, Public Works Director; Steve Denzien, Fire Chief; Ken Kozak, Electric Director; Joe Collins, Police Chief; Ross Blaha, Water Director; Dave Buss, Finance Director; Elizabeth Runge, Economic Development Director/City Planner; Rick Powell, EDP Supervisor; Jack Bruce, City Attorney and Greg Buckley, City Manager.

4. **CONSIDERATION OF ANY COUNCIL MEMBER REQUESTS TO PARTICIPATE IN THIS MEETING FROM A REMOTE LOCATION**

Motion to allow Councilmember Bittner to participate in the open session portion of the meeting from a remote location.

**RESULT:** APPROVED VOICE VOTE [UNANIMOUS]  
**MOVER:** Erin Gonnerman, Councilmember  
**SECONDER:** Bill LeClair, Councilmember  
**AYES:** Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Bittner  
**ABSENT:** Powalisz, Gagnon

5. **PUBLIC HEARING**

- A. **2019-187** Ordinance to Amend the District Map of the City of Two Rivers, Wisconsin, Made Part of Section 10-1-3(a)(1) of the Municipal Code, to Re-Zone 1702 - 13th Street from I-1 Industrial District to Waterfront Business District, Submitted by Bright Horizon

Properties, LLC (owner) and Scott Crawford Inc. (applicant)

Recommended Action:

Motion to waive reading and adopt the Ordinance, as recommended by the Plan Commission

Vice President Andrews opened the first call, no one addressed the Council. On the second and third calls, no one addressed the Council. Vice President Andrews closed the hearing.

**RESULT:** APPROVED WITH ROLL CALL [UNANIMOUS]  
**MOVER:** David England, Councilmember  
**SECONDER:** Erin Gonnerman, Councilmember  
**AYES:** Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Gagnon

## 6. INPUT FROM THE PUBLIC

Katherine Dahlke, 3727 Adams Street, stated concerns that twenty-one homes on Adams Street were not snow plowed. She asked why it took her social media post to get her point across to get Adams Street plowed.

## 7. COUNCIL COMMUNICATIONS

### Letters and other communications from citizens

Councilmember Shimulunas stated that a letter was received from the concerned resident regarding a neighbor that uses salt on their driveway that ends up on a neighboring lawn. Attorney Bruce stated our Ordinance addresses that neighbors don't have the right to put snow on their neighbor's property.

## 8. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

Councilmember England stated the Public Works Committee has been discussing alternatives to the current winter parking ban.

Councilmember Bittner stated the Manitowoc Area Visitor County Board is not in favor of selling the property.

At 7:05 PM Council President Gagnon joined the meeting.

At 7:15 PM Councilmember Bittner joined the meeting.

## 9. CITY MANAGER'S REPORT

### A. Invited Guests

#### 1. Representatives of the Two Rivers Family Swim Center, Regarding Capital Campaign

Two Rivers Family Swim Club President Bridget Klein and Vice President Mark Ducat gave a presentation on their Capital Campaign to update its 50 year old facilities and amenities.

Jim Schweitzer, member of the Swim Club is passionate to belong to the Swim Club.

Ryan Kroiss, 2011 41st Street, is an advocate for the Swim Club.

## B. Status/Update Reports

### 1. Downtown Christmas Decorations

Mr. Buckley recognized the donors whose names are displayed on the Central Park signs that have donated \$500 or more to the project.

### 2. Community Branding Project

Mr. Buckley reported on the Civic Brand team's second visit to Two Rivers on September 18-22, included a public workshop on branding, visit to Woodland Dunes Nature Center and the Ethnic Festival, a fishing trip on Lake Michigan and more interviews with local residents. The online community survey is open for responses through Friday, December 13 and the September visit has been documented in a video at [www.brandingtworivers.com](http://www.brandingtworivers.com).

### 3. Branding and Marketing - [exploretworivers.com](http://exploretworivers.com)

Mr. Buckley stated the [exploretworivers.com](http://exploretworivers.com) site has earned between 100 and 300 visitors each week. Ken Ivery with Living Water Digital is working on several bugs that need to be corrected on the site, in order to optimize performance.

### 4. TID 13 Creation, TID 8 Plan Amendment

Mr. Buckley reported in follow-up to the City Council's direction at the November 4 meeting, staff has begun to work on the proposed TID No. 13, to assist with redevelopment activity at the north end of Two Rivers' downtown business district. TID 13 is being pursued based on developers plans for a redevelopment project at the SW corner of the Washington/22nd Street intersection.

Initial redevelopment project proposed in this new TID is a Culver's restaurant, to be developed by franchisee Aaron Abt (Arrow Restaurant Holdings, LLC), who currently has Culver's in Galena, IL and Sturgeon Bay, WI. The developer has requested a TIF Grant to be funded from the net new taxes on this development: up to \$500,000 toward a total project estimated at \$3 million. The proposed location is the South West corner of Washington and 22nd Streets with construction planned for 2020.

The proposed TID is currently envisioned to include five downtown blocks, with the possibility of expenditures from activities within one half mile of the district's boundaries. The creation of this new TID is being considered on the same schedule as a proposed Amendment No. 2 to TID 8.

### 5. Vacant Gas Station at 2023 Washington Street

Mr. Buckley reported the DNR approved Section 75.106 Agreement with the City on October 1, 2019. That agreement allows County to assign its rights in the property tax foreclosure on this property to the City. County Board approved assignment of its tax foreclosure rights to the City on October 28. The City received the assignment agreement from the County corporation counsel last week, for discussion in closed session.

#### Memorial Drive Wayside Property Transfer

Mr. Buckley reported the County delivered deeds for its parcels to City on June 27. City and County discussed the need for revisions to the deeds in late November. City



received proposed language for deeds from WisDOT to City on July 31. He expects all parcels to transfer to City ownership by end of the year.

Mr. Buckley stated he has been in contact with WisDOT, seeking assurances that any issues with STH 42 repairs related to the shoreline erosion along Lake Michigan will be a DOT responsibility. The assurance is sought prior to finalizing the land transfer.

6. Reminder of Ordinance Requirement on Clearing Snow and Ice from Sidewalks

Mr. Buckley stated a reminder on the ordinance requirement regarding clearing snow and ice from sidewalks within 24 hours following the end of a snow or ice event.

He also gave a reminder of the Winter Parking Ban that is effective December 1 to March 15. Parking is prohibited on streets and in City lots from 1:00 AM to 6:00 AM. The fine is \$15; increasing to \$40 if ticketed when snow plowing operations are underway. There were 351 warnings issued on December 1 and 53 warnings on December 2. Ticketing will start on December 3. The current ordinance is being reviewed over the winter by the Public Works Committee.

7. Downtown Hotel Development

Mr. Buckley reported the downtown hotel project is proceeding.

8. Upcoming Events

Mr. Buckley reported on the upcoming events:

Breakfast with Santa at the Two Rivers Fire Department on Sunday, December 15, 2019.

City Hall will be closed for the holidays on December 24, 25 and January 1.

Lester Library will be closed for the holidays on December 24, 25, 31, and January 1.

First regular City Council meeting in 2020 is Monday, January 6 at 6:00 PM.

No December Council work session planned, usually held the 4th Monday of each month.

City Council candidate nomination papers are available in the City Clerk's Office. 100 qualified signatures are required to be placed on the ballot and papers must be filed by 5:00 PM on Tuesday, January 7, 2020.

9. Other

Mr. Buckley stated the City Council and the Business and Industrial Committee met jointly on October 28 to address the property. A five member committee with representatives from those two bodies has been established to work with staff on issues related to this property.

The City has issued a Request for Proposals for purchase/re-use of the property. The Request for Proposals has been released and forwarded to development organizations and realtors, statewide and regionally. The Request for Proposals can be reviewed/downloaded at [www.two-rivers.org](http://www.two-rivers.org). The proposals are due January 10.

Mr. Buckley thanked Two Rivers Main Street (organizer) and Shoreline Credit Union (sponsor) and all participants in the festive, but wet Hometown Christmas parade 2019.

## C. Legislative/Intergovernmental Update

**10. CONSENT AGENDA**

## A. Presentation of Minutes

1. **2019-188** City Council - Regular Meeting, November 18, 2019

Recommended Action:

Motion to waive reading and adopt the minutes

## B. Applications and Petitions

1. Application for Operator's License – Recommended for Approval

- a. Marcia L. Donlon, 1510 Blue Heron Dr, Two Rivers

Recommended Action:

Motion to approve the application and authorize the City Clerk to issue the license

2. Application for Taxi Driver License

- a. James A. Garcia-Sais, 2002 Jackson Street, Apt. C, Two Rivers

Recommended Action:

Motion to approve the application and authorize the City Clerk to issue the license

## C. Reports

1. **2019-189** Minutes of Meetings

- a. Business and Industrial Development Committee and Community Development Authority, October 28, 2019
  - b. Personnel & Finance Committee, November 14, 2019
  - c. Business Improvement District Board, November 20, 2019

Recommended Action:

Motion to receive and place on file

2. **2019-190** Finance Reports

- a. Debt Service, October 2019
  - b. General Fund, October 2019
  - c. Lester Library, October 2019

Recommended Action:

Motion to receive and place on file

**RECOMMENDED ACTION FOR CONSENT AGENDA**

Motion to approve the Consent Agenda with the various actions recommended

**RESULT:** APPROVED WITH VOICE VOTE [UNANIMOUS]  
**MOVER:** Erin Gonnerman, Councilmember  
**SECONDER:** Jay Remiker, Councilmember  
**AYES:** Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Gagnon

## 11. CITY COUNCIL - FORMAL ITEMS

- A. **2019-191** Resolution Adopting General Fund Budget for the Fiscal Year Ending December 31, 2020

Recommended Action:

Motion to waive reading and adopt the Resolution, as recommended by the City Manager and the Personnel and Finance Committee

**RESULT:** APPROVED WITH ROLL CALL [UNANIMOUS]  
**MOVER:** Patrick Gagnon, President  
**SECONDER:** Bill LeClair, Councilmember  
**AYES:** Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Bittner, Gagnon  
**ABSENT:** Powalisz

- B. **2019-192** Resolution Adopting Budgets for Other Funds (Capital Projects Funds, Special Revenue Funds and Utility Funds) for the Fiscal Year Ending December 31, 2020

Recommended Action:

Motion to waive reading and adopt the Resolution, as recommended by the City Manager and the Personnel and Finance Committee

**RESULT:** APPROVED WITH ROLL CALL [UNANIMOUS]  
**MOVER:** Bonnie Shimulunas, Councilmember  
**SECONDER:** David England, Councilmember  
**AYES:** Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Bittner, Gagnon  
**ABSENT:** Powalisz

- C. **2019-193** Resolution Adopting Debt Service Fund Budget for the Fiscal Year Ending December 31, 2020

Recommended Action:

Motion to waive reading and adopt the Resolution, as recommended by the City Manager and the Personnel and Finance Committee

**RESULT:** APPROVED WITH ROLL CALL [UNANIMOUS]  
**MOVER:** David England, Councilmember  
**SECONDER:** Bonnie Shimulunas, Councilmember  
**AYES:** Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Bittner, Gagnon  
**ABSENT:** Powalisz

- D. **2019-194** Resolution Adopting Tax Levy for the Fiscal Year Ending December 31, 2020

Recommended Action:

Motion to waive reading and adopt the Resolution, as recommended by the City Manager and the Personnel and Finance Committee

**RESULT:**     **APPROVED WITH ROLL CALL [UNANIMOUS]**  
**MOVER:**       Erin Gonnerman, Councilmember  
**SECONDER:** Bill LeClair, Councilmember  
**AYES:**         Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Bittner, Gagnon  
**ABSENT:**       Powalisz

- E. **2019-195** Resolution Approving Business Improvement District Levy and Assessment Rate for 2020

Recommended Action:

Motion to waive reading and adopt the Resolution, consistent with the budget adopted by the Main Street Board, as recommended by the Business Improvement District Board

**RESULT:**     **APPROVED WITH ROLL CALL [UNANIMOUS]**  
**MOVER:**       Patrick Gagnon, President  
**SECONDER:** Mark Bittner, Councilmember  
**AYES:**         Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Bittner, Gagnon  
**ABSENT:**       Powalisz

- F. **2019-196** Resolution Requesting Waiver from State Mandate Regarding Housing Affordability Report January 2020 Deadline

Recommended Action:

Motion to waive reading and adopt the Resolution

**RESULT:**     **APPROVED WITH ROLL CALL [UNANIMOUS]**  
**MOVER:**       David England, Councilmember  
**SECONDER:** Patrick Gagnon, President  
**AYES:**         Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Bittner, Gagnon  
**ABSENT:**       Powalisz

- G. **2019-197** Ordinance to repeal and recreate Title 5, Chapter 2, Section 5, entitled "Amount of Sewer Service Charges" of the Municipal Code, Increasing Rate by Amounts that in Aggregate Represent a 4 Percent Increase in User Charge Revenue

Recommended Action:

Motion to waive reading and adopt the Ordinance

**RESULT:** APPROVED WITH ROLL CALL [6 TO 2]  
**MOVER:** Erin Gonnerman, Councilmember  
**SECONDER:** Bonnie Shimulunas, Councilmember  
**AYES:** Shimulunas, Andrews, England, Gonnerman, Bittner, Gagnon  
**NAYS:** Remiker, LeClair  
**ABSENT:** Powalisz

## 12. FOR INFORMATION ONLY

- A. Nomination Papers for City Council Candidates in the April 2020 election must be filed on or before Tuesday, January 7, 2020 at 5:00 PM in the City Clerk's Office. Notification of Non-Candidacy must be filed by Friday, December 27, 2020 at 5:00 PM in the City Clerk's Office
- B. Winter parking restrictions will be in effect December 1 to March 15th (Municipal Ordinance 8-2-4)
- C. St. John's Lutheran Live Nativity, Saturday, December 7, 2019, 4:30 - 7:30 PM, Indoor at the school gym at 3607 45th Street
- D. Breakfast with Santa, Sunday, December 15, 2019, Two Rivers Fire Department, Breakfast 9:30 AM, Santa 11:00 AM
- E. City Council Regular Meeting, Monday, January 6, 2020, 6:00 PM
- F. Senior Center Christmas Celebration, Thursday, December 19, 2019 - entertainment and lunch starting at 11:00 AM, Community House Gymnasium
- G. Lester Library Closed for Holidays on December 24 & 25, 2019 and December 31, 2019 & January 1, 2020
- H. City Hall Closed for Holidays on December 24 & 25, 2019 and January 1, 2020
- I. NO City Council Work Session in December
- J. First Regular City Council Meeting in 2020 is Monday, January 6, 2020 at 6:00 PM

## 13. CLOSED SESSION

At 8:00 PM, a motion to enter into Closed Session, per Wisc. Stats 1985(1)(e) deliberating or negotiating the purchasing of public properties, the investment of public funds, or conducting other specified public business, whenever competitive or bargaining reason require a closed session

- Discuss Possible City Assistance to Economic Development Projects:
  - Possible TIF Grant Assistance to Downtown Area Redevelopment Project
  - Other
- Discuss Matters Pertaining to the City's Interest in the Former Paragon Property, 606 Parkway Boulevard--Possible Negotiations with Manitowoc County and Prospective Purchasers
- Discuss Possible Property Acquisition--2023 Washington Street Through Assignment of Tax Foreclosure by Manitowoc County

And per Wisc.19.85(1)(g), conferring with legal counsel for the governmental body who

is rendering oral or written advise concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved

-- Confer with Legal Counsel Regarding Eminent Domain Action for Acquisition of Downtown Riverfront Property Owned by Fisher Scientific International, LLC

**RESULT:** APPROVED ROLL CALL [UNANIMOUS]  
**MOVER:** Bill LeClair, Councilmember  
**SECONDER:** Mark Bittner, Councilmember  
**AYES:** Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Bittner, Gagnon  
**ABSENT:** Powalisz

#### 14. RECONVENE IN OPEN SESSION

At 8:40 PM, a motion to reconvene in open session and to consider possible actions in follow-up to closed session discussions.

**RESULT:** APPROVED VOICE VOTE [UNANIMOUS]  
**MOVER:** David England, Councilmember  
**SECONDER:** Erin Gonnerman, Councilmember  
**AYES:** Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Bittner, Gagnon  
**ABSENT:** Powalisz

#### 15. ADJOURNMENT

At 8:40 PM, a motion to dispense with the reading of the minutes of the meeting and adjourn.

**RESULT:** APPROVED VOICE VOTE [UNANIMOUS]  
**MOVER:** Jay Remiker, Councilmember  
**SECONDER:** Bill LeClair, Councilmember  
**AYES:** Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Bittner, Gagnon  
**ABSENT:** Powalisz

\_\_\_\_\_  
 Kim M. Graves  
 City Clerk

**CITY OF TWO RIVERS  
COUNCIL PROCEEDINGS  
REGULAR MEETING  
Monday, December 16, 2019 – 6:00 PM  
Council Chambers – City Hall  
MINUTES**

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1. **CALL TO ORDER** by President Patrick Gagnon at 6:00 PM.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL BY CITY CLERK**

Attendee Name	Title	Status	Arrived
Jay Remiker	Councilmember	Present	
Bill LeClair	Councilmember	Present	
Bonnie Shimulunas	Councilmember	Present	
Curt Andrews	Vice-President	Present	
David England	Councilmember	Present	
Erin Gonnerman	Councilmember	Present	
Jack Powalisz	Councilmember	Present	
Mark Bittner	Councilmember	Present	
Patrick Gagnon	President	Present	

Also present were Jeff Dawson, Lester Library Director; Kevin Boehm, Parks and Recreation Director; Jim McDonald, Public Works Director; Steve Denzien, Fire Chief; Joe Collins, Police Chief; Ross Blaha, Water Director; Elizabeth Runge, Economic Development Director/City Planner; Rick Powell, EDP Supervisor; Jack Bruce, City Attorney and Greg Buckley, City Manager.

4. **CONSIDERATION OF ANY COUNCIL MEMBER REQUESTS TO PARTICIPATE IN THIS MEETING FROM A REMOTE LOCATION**

None.

5. **PUBLIC HEARING**

None.

6. **INPUT FROM THE PUBLIC**

None.

7. **COUNCIL COMMUNICATIONS**

**Letters and other communications from citizens**

Councilmember Remiker stated the Public Works Committee is still looking to make changes to the City's Winter Parking Ordinance to make it similar to Manitowoc's Winter Parking Ban.

Attachment: 12.16.19 cc min final (2319 : City Council Minutes)

## 8. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

Councilmember Bittner representative on the Manitowoc Area Visitor County Board stated the Visitor Center will stay at its same location for at least the near term. He added that the Marketing Committee of the MAVCB Board is looking at alternatives, to best serve visitors to the area. The City of Manitowoc has indicated that it may wish to pursue private development of the site of the current visitor center.

## 9. CITY MANAGER'S REPORT

### A. Invited Guests

1. Peter Crabbe, Administrative Executive Director of the Hamilton Wood Type & Printing Museum

Jeff Dawson, President of the Board of Directors for the museum, introduced Peter Crabbe, who in turn introduced himself to the City Council and the community.

### B. Status/Update Reports

1. Downtown Christmas Decorations

Mr. Buckley reported the entire bill for the downtown Christmas decorations has been paid; \$25,493 from donations, plus \$6,148 from the City Budget for decorating poles in Central Park and in front of the Community House. The decorative banners and banner arms should be received this week, with a cost of \$14,037 to be covered by donations. The total cost is \$39,530 for Phases 1 and 2 decorations, which leaves a gap of \$1,341 needed yet from donations.

2. Community Branding Project

Mr. Buckley stated the next Marketing & Branding Committee meeting is Wednesday, December 18 at 5:30 PM.

3. Downtown Hotel Development

Mr. Buckley reported the downtown hotel project is proceeding.

4. National Marine Sanctuary

Mr. Buckley shared a joint letter of support from six coastal cities that he authored, which recently went out to our U.S. Senators and Congressmen.

5. Upcoming Events

Mr. Buckley stated holiday reminders that Wednesday trash and recyclable pickup gets moved to Thursday during both Christmas and New Year's weeks. The Winter Parking ban does not apply to the early morning hours on Christmas Day and New Year's Day. City Hall, Parks & Recreation Department and the Senior Center will be closed December 24, 25 and January 1; (open December 31). The Lester Public Library will be closed December 24, 25, 31 and January 1. Christmas Tree Pickup is the week of January 6 on trash collection day for your area.

Mr. Buckley reported on Main Streets Shop Two Rivers First Passport. For a list of participating businesses and more information visit [TwoRiverMainStreet.com](http://TwoRiverMainStreet.com).

Mr. Buckley gave a reminder of the Ordinance to clean snow and ice within 24 hours following a snow or ice event, which included ramps at corners.



Mr. Buckley stated the City Council candidate nomination papers are available in the City Clerk's Office. 100 qualified signatures are required to be placed on the ballot and filed by 5:00 PM on Tuesday, January 7, 2020.

#### 6. Other

Mr. Buckley reported the City Council and the Business and Industrial Development Committee met jointly on October 28 to address 606 Parkway Boulevard property. A five member committee with representatives from the two committee bodies has been established to work with staff on issues related to the property.

The City has issued a Request for Proposals for purchase/re-use of the property to development organizations and realtors, statewide and regionally. A facility tour is scheduled for December 16 and the proposals are due January 10.

The City's goals are to recover funds owed to the City as the result of the Paragon Partners loan default and to return the long-idled property to productive use.

Mr. Buckley reported two applications were filed by City Staff on December 6, seeking 90 percent WisDOT Multi-Modal Local Supplement State funding. Project One is a 1.2 mile bike/pedestrian trail, to run alongside Columbus Street, connecting Mariner Trail/STH 42 to Woodland Dunes Nature Center/STH 310 (total estimated cost \$1, 027,824). Project Two involves repair/replacement of the harbor seawall running parallel to East River Street in the area between Washington Street and the Hamilton property (total estimated cost \$2,407,600).

### C. Legislative/Intergovernmental Update--City Manager Report and City Council Discussion

#### 1. Manitowoc County Demand for Payment from City--Paragon Property Matter

Mr. Buckley reported last Wednesday, December 11, the City learned that Manitowoc County had filed on November 26 in Manitowoc County Circuit Court to take title to the former Paragon property, based on a tax foreclosure judgment awarded by the Court in August 2018, which the County had held in abeyance throughout the mortgage foreclosure proceedings on the property-where both City and County were seeking foreclosure and a shortfall judgment against the borrowers. The County is demanding from the City not only the delinquent and current taxes on the property, plus interest penalties on the delinquent taxes, but also the balance owed on its loan for a total amount of \$484,471.23.

The City Manager reported that the City Council held an emergency special meeting on this matter last Thursday, December 12, in joint session with the Business and Industrial Development Committee. The Council authorized a counter-proposal to make payment of the property taxes only; and for the County to continue pursuing its outstanding loan balance of \$185,382 by continuing to work with the City. The City loan balance, including interest and costs incurred is \$1,042,000. The County rejected the City's settlement offer. The City Manager has counter-offered with a proposal that will be presented for City Council discussion in closed session tonight. Mr. Buckley added that the City Council would likely take formal action on this matter following re-convening in open session.

## 10. CONSENT AGENDA

### A. Presentation of Minutes

1. **2019-198** City Council - Joint Special Meeting with Business and Industrial Development Committee and Community Development Authority, December 12, 2019

Recommended Action:

Motion to waive reading and adopt the minutes

B. Applications and Petitions

1. Application for Operator's License – Recommended for Approval

- a. Peggy S. Ducat, 2358 Roosevelt Avenue, Two Rivers
- b. Megan E. O'Connell, 311 Riverwood Drive, Mishicot

Recommended Action:

Motion to approve the application and authorize the City Clerk to issue the license

C. Reports

1. **2019-199** Minutes of Meetings

- a. Advisory Recreation Board, September 10, 2019
- b. Advisory Recreation Board, October 7, 2019
- c. Committee on Aging, October 7, 2019
- d. Branding & Marketing, November 11, 2019
- e. Lester Library Board, November 20, 2019
- f. Branding & Marketing, November 21, 2019
- g. Plan Commission, December 9, 2019

Recommended Action:

Motion to receive and place on file

2. **2019-200** Department Reports for November 2019

- a. Electric
- b. Inspections
- c. Lester Public Library
- d. Parks and Recreation October and November
- e. Public Works
- f. Safety Program
- g. Water

Recommended Action:

Motion to receive and file

3. **2019-201** Summary of Verified Bills for the Month of November 2019 for \$1,117,480.58

Recommended Action:

Motion to receive and place on file

**RECOMMENDED ACTION FOR CONSENT AGENDA**

Motion to approve the Consent Agenda with the various actions recommended

**RESULT:** APPROVED WITH VOICE VOTE with removal of the City Council Regular Meeting Minutes, December 2, 2019 [UNANIMOUS]  
**MOVER:** Curt Andrews, Vice-President  
**SECONDER:** Jack Powalisz, Councilmember  
**AYES:** Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Gagnon

## 11. CITY COUNCIL - FORMAL ITEMS

- A. **2019-202** Resolution Adopting Proposed Settlement Agreement Between Two Rivers Police Local 13 and the City of Two Rivers--New, 3-Year Collective Bargaining Agreement

Recommended Action:

Motion to waive reading and adopt the Resolution

**RESULT:** APPROVED WITH ROLL CALL [UNANIMOUS]  
**MOVER:** Jack Powalisz, Councilmember  
**SECONDER:** Bonnie Shimulunas, Councilmember  
**AYES:** Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Gagnon

- B. **2019-203** Resolution Adopting Proposed Settlement Agreement Between Two Rivers Fire Fighters IAFF Local 423, AFL-CIO and the City of Two Rivers--New, 3-Year Collective Bargaining Agreement

Recommended Action:

Motion to waive reading and adopt the Resolution

**RESULT:** APPROVED WITH ROLL CALL [UNANIMOUS]  
**MOVER:** Jay Remiker, Councilmember  
**SECONDER:** Jack Powalisz, Councilmember  
**AYES:** Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Gagnon

- C. **2019-204** Agreement with LifeQuest Service Billing Systems, LLC

Recommended Action:

Motion to authorize the City Manager and City Clerk to enter into the agreement

**RESULT:** APPROVED WITH VOICE VOTE [UNANIMOUS]  
**MOVER:** Bill LeClair, Councilmember  
**SECONDER:** Jay Remiker, Councilmember  
**AYES:** Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Gagnon

- D. **2019-205** Authorize Sale of Approximately 1.88 Acre Parcel at the Columbus Industrial Park to CTB IW, Inc. (Affiliated with Ironwood Plastics), Owner of the Industrial Property Immediately to the East

Recommended Action:

Motion to authorize the City Manager and City Clerk to enter into a sale/purchase agreement with CTB IW, Inc., providing for the sale of such property for \$47,195.28

**RESULT:** APPROVED WITH VOICE VOTE [UNANIMOUS]

**MOVER:** Erin Gonnerman, Councilmember

**SECONDER:** Bill LeClair, Councilmember

**AYES:** Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Gagnon

- E. **2019-206** Resolution Increasing Monthly Environmental Fee From \$5.50 to \$7.00, to Provide Additional Funding for Post-Closure Maintenance of City Landfills and for Tree Planting

Recommended Action:

Motion to waive reading and adopt the Resolution

**RESULT:** APPROVED WITH ROLL CALL [UNANIMOUS]

**MOVER:** Jack Powalisz, Councilmember

**SECONDER:** Curt Andrews, Vice-President

**AYES:** Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Gagnon

- F. **2019-207** Resolution Authorizing Adjustments to Non-Union Employee Wage Scales to Implement a Three Percent Wage Increase as Provided in 2020 Budget

Recommended Action:

Motion to waive reading and adopt the Resolution, as budgeted and recommended by the Personnel and Finance Committee

**RESULT:** APPROVED WITH ROLL CALL [UNANIMOUS]

**MOVER:** David England, Councilmember

**SECONDER:** Erin Gonnerman, Councilmember

**AYES:** Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Gagnon

### Recommendations from Plan Commission Meeting of December 9, 2019

- G. Schedule a Public Hearing on Ordinance to repeal and Recreate the Permitted and Conditional Land Uses in the I-1 and I-2 Industrial Districts

Recommended Action:

Motion to set Public Hearing for Monday, January 6, 2020 at 6:00 PM

**RESULT:** APPROVED WITH VOICE VOTE [UNANIMOUS]

**MOVER:** David England, Councilmember

**SECONDER:** Bill LeClair, Councilmember

**AYES:** Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Gagnon

Motion to suspend rules and allow Travis Kronforst to address the Council on Formal Item H. regarding Ordinance related to Keeping of Honey Bees in the City.

**RESULT:** APPROVED VOICE VOTE [UNANIMOUS]  
**MOVER:** Erin Gonnerman, Councilmember  
**SECONDER:** Curt Andrews, Vice-President  
**AYES:** Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Gagnon

- H. **2019-208** New Ordinance Related to the Keeping of Honey Bees in the City, Section 6-5-23

Recommended Action:

Motion to waive reading and adopt the Ordinance

**RESULT:** APPROVED WITH ROLL CALL [UNANIMOUS]  
**MOVER:** Jack Powalisz, Councilmember  
**SECONDER:** Bonnie Shimulunas, Councilmember  
**AYES:** Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Gagnon

- I. **2019-209** Ordinance to Amend Municipal Code Title 11, Chapter 2, Entitled "Electrical Code" Section 11-2-8 Must be Repealed Due to Conflict with State Statute 101.862(4)(am)

Recommended Action:

Motion to waive reading and adopt the Ordinance

**RESULT:** APPROVED WITH ROLL CALL [UNANIMOUS]  
**MOVER:** Jay Remiker, Councilmember  
**SECONDER:** Jack Powalisz, Councilmember  
**AYES:** Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Gagnon

Recommendations from Advisory Recreation Board Meeting of December 10, 2019

- J. **2019-210** Ordinance Amending Section 9-1-3(e) of City Ordinance, Smoking at Certain Outdoor Locations

Recommended Action:

Motion to refer this matter to staff, for a report and discussion at the January 6, 2020 City Council Meeting

**RESULT:** APPROVED WITH VOICE VOTE [UNANIMOUS]  
**MOVER:** Curt Andrews, Vice-President  
**SECONDER:** David England, Councilmember  
**AYES:** Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Gagnon

## 12. FOR INFORMATION ONLY

- A. City Hall Closed for Holidays on December 24 & 25, 2019 and January 1, 2020
- B. Lester Library Closed for Holidays on December 24 & 25, 2019 and December 31, 2019 & January 1, 2020
- C. NO City Council Work Session in December
- D. Trash and Recyclables Pickup Normally Scheduled for Wednesday will be Moved to Thursday on Christmas and New Year's Weeks; All Other Collection Days Remain Unchanged
- E. Curbside Pickup of Christmas Trees by Manitowoc Disposal Will be the Week of January 6
- F. City Council Regular Meeting, Monday, January 6, 2020, 6:00 PM

### 13. CLOSED SESSION

At 7:45 PM, a motion to enter into Closed Session, per Wisc. Stats 1985(1)(e) deliberating or negotiating the purchasing of public properties, the investment of public funds, or conducting other specified public business, whenever competitive or bargaining reason require a closed session

- Discuss Possible City Assistance to Economic Development Projects
  - Possible TIF Grant Assistance to Downtown Area Redevelopment Project
  - Discuss Possible Property Sale
- Discuss Matters Pertaining to the City's Interest in the Former Paragon Property, 606 Parkway Boulevard--Possible Negotiations with Manitowoc County and Prospective Purchasers
- Discuss Possible Property Acquisition--2023 Washington Street Through Assignment of Tax Foreclosure by Manitowoc County

And per Wisc. 19.85(1)(g), conferring with legal counsel for the governmental body who is rendering oral or written advise concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved

- Discuss status of City owned property at 606 Parkway Boulevard (former Paragon Electric Property) and possible City action relative to Manitowoc County's demand for payment of delinquent taxes, related interest charges and balance owed on County loan
- Confer with legal counsel regarding property acquisition matters likely to be the subject of litigation

<b>RESULT:</b>	<b>APPROVED ROLL CALL [UNANIMOUS]</b>
<b>MOVER:</b>	Mark Bittner, Councilmember
<b>SECONDER:</b>	Bill LeClair, Councilmember
<b>AYES:</b>	Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Gagnon

### 14. RECONVENE IN OPEN SESSION

At 9:00 PM, a motion to reconvene in open session and consider possible actions in follow-up to closed session discussions, including possible action related to

Manitowoc County demand for payment.

**RESULT:** APPROVED VOICE VOTE [UNANIMOUS]  
**MOVER:** David England, Councilmember  
**SECONDER:** Jack Powalisz, Councilmember  
**AYES:** Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Gagnon

Motion to authorize payment to County of Paragon back taxes and related interest by December 19, 2019 and to authorize payment of 2019 real estate taxes on the property, as they fall due in January 31, 2020; March 31, 2020, and July 31, 2020 and to authorize payment to the County of the current County loan balance owed by Paragon Partners, LLC--\$185,382.48, together with interest on that amount at the rate of 3% per annum--on or before January 15, 2021.

**RESULT:** APPROVED VOICE VOTE [8 TO 1]  
**MOVER:** Curt Andrews, Vice-President  
**SECONDER:** Mark Bittner, Councilmember  
**AYES:** LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Gagnon  
**NAYS:** Remiker

Motion to approve the request for waiver of the 15 years vesting requirement to qualify for post-retirement health insurance benefit for Police Chief Collins, who plans to retire February 7, 2020, this represents a waiver of 6 weeks of service that would otherwise be required to vest in that benefit.

**RESULT:** APPROVED VOICE VOTE [UNANIMOUS]  
**MOVER:** Curt Andrews, Vice-President  
**SECONDER:** Mark Bittner, Councilmember  
**AYES:** Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Gagnon

## 15. ADJOURNMENT

At 9:15 PM, a motion to dispense with the reading of the minutes of the meeting and adjourn.

**RESULT:** APPROVED VOICE VOTE [UNANIMOUS]  
**MOVER:** David England, Councilmember  
**SECONDER:** Jay Remiker, Councilmember  
**AYES:** Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Gagnon

\_\_\_\_\_  
 Kim M. Graves  
 City Clerk



**CITY OF TWO RIVERS  
POLICE & FIRE COMMISSION MEETING  
Wednesday, November 20, 2019  
5:00 PM  
3<sup>rd</sup> Floor Committee Room, City Hall  
Minutes**

**Call to Order**

The meeting was called to order by President Brad Yaggie. at 5:00 PM.

Roll call – Present: Kris LaFond, Michael Canty, Brad Yaggie. Absent and Excused: Sandy Rohrick. Also present: Police Chief Joe Collins, Assistant Police Chief Brian Kohlmeier.

**Closed Session**

At 5:00 PM, a motion was made by Commissioner LaFond, seconded by Commissioner Canty, to enter into closed session per Wisc. Stats. 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Discuss Succession Planning within Police Department Organization as it relates to Personnel Impact


Upon a roll call vote, Ayes (3) Brad Yaggie, Kristine LaFond, Michael Canty; Noes (0) None. Motion carried.

**Reconvene in Open Session**

At 5:40 PM, a motion was made by Commissioner Canty, seconded by Commissioner LaFond, to reconvene in open session. Upon a voice vote, motion carried.

**Adjournment**

At 5:40 PM, a motion was made by Commissioner LaFond, seconded by Commissioner Canty, to adjourn. Upon a voice vote, motion carried.

  
\_\_\_\_\_  
Kim M. Graves  
City Clerk

Attachment: PFC Nov min (2348 : Minutes of Meetings)



**CITY OF TWO RIVERS  
POLICE & FIRE COMMISSION MEETING  
Wednesday, December 18, 2019  
5:30 PM  
3<sup>rd</sup> Floor Committee Room, City Hall  
Minutes**

**Call to Order**

The meeting was called to order by President Brad Yaggie. at 5:32 PM.

Roll call – Present: Brad Yaggie, Sandy Rohrick, Kris LaFond, Michael Canty.  
Also present: Police Chief Joe Collins, Assistant Police Chief Brian Kohlmeier.

**Closed Session**

At 5:32 PM, a motion was made by Commissioner Rohrick, seconded by Commissioner Canty to enter into closed session per Wisc. Stats. 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Discuss Succession Planning within Police Department Organization as it relates to Personnel Impact

Upon a roll call vote, Ayes (4) Brad Yaggie, Sandy Rohrick, Kristine LaFond, Michael Canty; Noes (0) None. Motion carried.

**Reconvene in Open Session**

At 5:44 PM, a motion was made by Commissioner LaFond, seconded by Commissioner Rohrick, to reconvene in open session. Upon a voice vote, motion carried.

**Police Chief Joseph Collins Retirement Announcement**

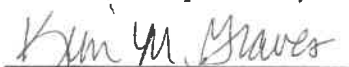
A motion was made by Commissioner Rohrick, seconded by Commissioner Canty, to accept Police Chief Joseph Collins retirement date of February 7, 2020. Upon a roll call vote, Ayes (4) Brad Yaggie, Sandy Rohrick, Michael Canty, Kristine LaFond; Noes (0) None. Motion carried.

**Appointment of New Police Chief Effective February 7, 2020**

A motion was made by Commissioner Canty, seconded by Commissioner Rohrick, to appoint Brian Kohlmeier to the position of Police Chief effective February 7, 2020. Upon a roll call vote, Ayes (4) Sandy Rohrick, Michael Canty, Kristine LaFond, Sandy Rohrick; Noes (0) None. Motion carried.

**Adjournment**

At 5:50 PM, a motion was made by Commissioner Rohrick, seconded by Commissioner LaFond, to adjourn. Upon a voice vote, motion carried.



Kim M. Graves, City Clerk

## CITY OF TWO RIVERS CITY COUNCIL

## PUBLIC WORKS COMMITTEE

Monday, December 2, 2019 - 4:45 P.M.

City Hall: Third Floor Committee Room

## MINUTES

## Call to Order

**Roll Call:** David England, Jay Remiker**Staff Present:** Jim McDonald (City Engineer/Public Works Director); Scott Ahl (Civil Engineer II)**Review and Approval of Minutes**

Motion by Jay Remiker, and seconded by David England, to approve minutes as presented. Motion carried upon unanimous voice vote.

**Traffic/Pedestrian/Parking Controls**

**Report/update on parking at the intersection of Jefferson and 16<sup>th</sup>** - PD reviewed site and spoke with property owners who had differing opinions

**Signal Light Timing on Washington** – no updates

**Other – Winter Parking Ban:** Committee members have received requests to consider changing the current Winter Parking Ban (No parking on City Streets from 1:00am-6:00am, Dec 1 to March 15). Options include consideration of a policy, similar to the City of Manitowoc's, where parking is allowed on streets, other than when a snow emergency is declared. Such emergencies could be communicated via radio announcements, social media, and contacting local businesses. Staff stated the current parking ban helps reduce parking which can restrict width for vehicle, and emergency vehicle passage, when snow banks build up in periods of heavy snow. In addition, vehicles tend to be on street when snow emergencies are declared, and when plows go around parked vehicles, which causes obstructions in the street. Staff will obtain information from TR Police Dept.

**Policy for Carriage Walks/other Terrace Area issues** Current ordinance states terrace areas (between sidewalk and curb) are to be maintained as turf. A number of properties have carriage walks, which are encountered during construction projects. Proposed criteria include replacement no wider than walk going to house; inline with walk to house, with max of 36"; potential to limit to properties with existing carriage walks; replacement costs would be assessed to property owners.  
- staff would like to decide in time for 2020 construction projects.

**Capital Budget Considerations** – need to consider shoreline erosion with current needs near WWTP and bike trail near South pier

**Set Date, Time and Agenda Items for next Committee Meetings**

Next meeting will be Monday, January 6, 2020 at 4:45 pm – Committee Room

**Adjournment**

Motion by Jay Remiker, and seconded by David England, to adjourn at 5:50 pm.

## CITY OF TWO RIVERS CITY COUNCIL

## PUBLIC UTILITIES COMMITTEE

Tuesday, December 3, 2019

5:00 P.M.

City Hall: Second Floor Conference Room No. 207

## MINUTES

## Call to Order

**Roll Call - Committee members present:** Bonnie Shimulunas, Bill LeClair, Erin Gonnerman**Staff Present:** James Mc Donald (City Engineer/ Public Works Director), Scott Ahl (Civil Engineer II), Dave Casebeer (WWTP), Ross Blaha (Water Utility)**Review and Approval of Minutes** – Motion by Bill LeClair, seconded by Erin Gonnerman, to accept the minutes as presented. Motion carried upon unanimous voice vote**2020 CWF and SDWF Street Utility Project Listing** – staff plans to bid in early 2020; tions regarding assessments, including street width and surface impacts the assessment**2021 CWF and SDWF Street Utility Project Application Priority** – Eggers/20<sup>th</sup> Street Pond**Waste Water Utility:** plant flows Sun, 12-7, 4.6 mgd; Mon, 12-8, 4.4 mgd; much above the plant rating of 3.1 MGD.**Plant, including Phase 2** – High flows are slowing plant work, although work is mostly on schedule. Expecting major work to start 12-9-19, with piping between aeration basins and digester cover**Pick Up Truck Update** – expecting vehicle delivery end of January and another 5 weeks +/- for installation of equipment**Water Utility:** inspected clear wells and all are good; now on 5-year survey frequency

- sanitary survey at plant scheduled for 2020. Information from DNR describing the tasks this survey consists of was distributed to the committee members.
- lead/copper sampling is required on annual basis (30 samples/year); sampled later in year

**Storm Water Utility:****Riverview Pond** – bidding early 2020**Shore Line Erosion** – staff is preparing an emergency permit for erosion protection along the Lake Michigan shoreline by portions of DPW, WWTP, trail, and 22<sup>nd</sup> St @ Neshotah Rd. Staff will evaluate the need for performing work as the lake levels continue to fluctuate.**Lake Outlet Issues resulting from High Lake Levels** - staff continues to clear storm outfalls of sand; water from lake fills outfalls in with sand as quick as sand is cleared. Staff is experimenting with a secondary pipe, at a higher elevation, to provide drainage to reduce the potential of water backing up on streets during rain events.**Set Date, Time, Location and Agenda Items for next Committee Meeting**

Next meeting will be held Tuesday, January 7, 2020 at 5:00 P.M.

**Adjournment**

Motion by Erin Gonnerman, and seconded by Bill LeClair, to adjourn at 5:40 pm.

Attachment: Utilities Comm minutes 12-03-19 (2348 : Minutes of Meetings)

# Fire Department Monthly Report

10.C.2.a

November 2019

		Monthly		Year to Date 2019		Year to Year 2018
<b>Total Incident Responses</b>		161		1859		1645
<b>EMS Response</b>	<b>Total EMS Incidents</b>	137		1667		1539
	Total Patients	100		1561		1471
	On Scene	88		1057		987
	Interfacility Transports	49		541		485
	Intercepts	0		19		25
	Other	0		7		42
<b>EMS Revenue</b>	<b>Date of Service Report</b>	<b>Monthly</b>		<b>Year to Date 2019</b>		<b>Year to Year 2018</b>
<b>EMS Operations Billing Information</b>	SDC and TRIP Revenue	\$2,125.80		\$74,966.84		\$55,202.28
	Charges	\$91,147.99		\$1,569,289.50		\$1,491,359.88
	Payments	\$69,816.01		\$818,368.61		\$769,483.08
	Adjustments	\$56,953.47		\$717,489.14		\$730,410.71
Change + or - in Accounts Receivable		-\$35,621.49		\$33,431.75		-\$8,533.91
Monthly Collection Percentage		76.60%		52.15%		51.60%
<b>Fire Incidents</b>	<b>Total Fire Incidents</b>	<b>23</b>		<b>181</b>		<b>106</b>
	Structural	0		4		7
	Fire Other	2		7		23
	Unauthorized	7		20		20
	Hazardous Condition	4		48		16
	False / Cancelled	3		36		24
	Service Calls	4		32		16
<b>Overlapping Calls</b>		<b>18</b>		<b>282</b>		<b>192</b>

<b>Occup/ Inspect</b>	<b>Total Inspections</b>		<b>35</b>		<b>315</b>		<b>309</b>
	General		35		299		293
	Special/Other/Consults		0		16		16
	Violations		5		20		53
	Corrections		1		43		67

<b>Training</b>	<b>Total Hours</b>	<b>400</b>		<b>3572</b>		<b>5508</b>
	Fire Training	220		1812		1800
	EMS Training	120		1560		2880
	Community Based Outreach	60		600		828

See attached training summary

Public Education			Monthly			Year to Date 2019			Year to Year 2018		
Totals / Events	Staff Hours	Participants	17	27	356	56	144.3	703	68	220.5	221
CPR Classes	Staff Hours	Participants	4	7	12	26	72.75	124	33	106	130
Station Tours	Staff Hours	Participants	11	16	302	13	18.5	334	26	66.5	612
Presentations	Staff Hours	Participants	2	4	42	17	51	245	9	48	147

<b>Maintenance</b>		<b>Monthly</b>		<b>Year to Date 2019</b>		<b>Year to Year 2018</b>
<b>Total Hours</b>		<b>202.65</b>		<b>2150.15</b>		<b>2296</b>
Building Care, Cleaning, Maintenance		94.75		819.35		1017
Grounds Care		3		144		116.25
Vehicle Checks		83.25		967.35		837
Vehicle Cleaning		8.25		122		210.25
Vehicle Maintenance		13.4		97.45		115.5

## Current Events

Matt Miller successfully completed probation and is continuing to be a valuable asset to the TRFD

Fire Prevention Week activities concluded

Fire prevention initiated "File of life" and Smoke detector install programs

Multiple calls 11 times 2 calls at once, 3 times 3 or more calls at once, and once with 6 calls happening at once

## Anniversaries

AC Murack (11/22) 20 Years, FF/P Paul Reiser (11/27) 19 Years

## Monthly EMS Training Report for November 2019

*I would like to encourage all City of Two Rivers City Council members to contact me to set up a time that I can give you a personal view of TRFD operations and training. (920)-901-3810*

*Follow The City of Two Rivers Fire Department on Facebook to see pictures/videos of Training, Operational Events and Community Outreach.*

### Notable Events

- 2 LTC Paramedic Students continued their EMS internship at TRFD
- Dr. Kilka from ABCMC presented at the TRFD
- CCP/P IFT SOG amended with AMCMC
- All TRFD Paramedics continued Paramedic/CCP Refresher
- All TRFD shifts completed QI/QA driven EMS training



**EMS: 120 hrs**

The TRFD EMS training program encompasses paramedic, critical care paramedic, and tactical paramedic training. EMS training or tasks connected to EMS training. The TRFD paramedics strive to offer empathic, competent and professional care that exceeds the expectations of those we serve. There are countless hours of EMS training each day at the TRFD. This training is formal and informal. TRFD paramedics have three formats of formal education: Target Solutions on-line assignments, Formal Lecture, and Practical Exercises. Dr. Painter, the TRFD Medical Director provides oversight to all TRFD EMS training, as well as QI/QA. The TRFD is committed to offer “best practice” care now and in the future.

**Training hours above are conservative.**

- **STEMI/Stroke meetings with HFMMC & AMCBC**
- **Continuing Paramedic/Critical Care paramedic education (Refresher)**
- **Protocol Meeting/Collaboration/Update**
- **EMS Remediation based on QI/QA**
- **EMS Competencies/Evaluations/Education**
- **Medical Director collaborative QI/QA**
- **Pod/Web Casts (Fire Engineering/EMS World)**
- **Shift case studies Lecture/Target Solutions (company level EMS training)**
- **Paramedic QI/QA (all reports) Krajnik/Menges/Murack/Painter**
- **EMS Probationary Firefighter/Paramedics/Interns/Recruits**
- **TEMS training**
- **Shift Officers EMS/AMCMC Update Meetings (IFT Discussions)**
- **EMS Related Meetings (Active Shooter Review) (RTAC) (TRHS Safety Team)**

**Community Based Paramedic Outreach: 60 hours**

This is a very important program that requires continuous training updates with the TRFD staff. This program is rapidly developing throughout the United States. State legislation has recently been passed to allow ambulance providers to bill for preventive care. There is daily communication between TRFD employees as providers of preventative medicine and other community resources. Being proactive in community outreach mitigates many unnecessary ambulance responses and decreases operating cost to the city. More importantly community paramedicine objectively improves the quality of life and decreases mortality rates of those who have health related disparities in our community. This program operates 24/7 365. It is very difficult to give a accurate number to this training. The above hours noted are very conservative.

Important to note is, the hospital equipment program at TRFD is a Community Outreach program (the time from that program is averaged in with the above number).

- **Community Outreach visits/calls/visits**
- **Collaboration with PAAW**
- **Unnecessary 911 call mitigation**
- **Public health meetings**
- **Health Literacy Meeting updates**
- **Operational collaboration with various agencies**
- **Phone calls and station visits by citizen's at risk**
- **Collaboration with Public Health and other area agencies**
- **Community Education**





For more detailed information feel free to contact me.

-Respectfully Submitted

**David R. Murack**

**Assistant Chief**

**Emergency Operations/Community Outreach**

City of Two Rivers Fire Department

2122 Monroe Street, Two Rivers WI, 54241

Station: 920-793-5521

Cell: 920-901-3810

*"Let no public safety service member's ghost ever come back and say their training failed them."*

Web Page: <http://www.two-rivers.org/fire/fire-department.php>

## Monthly Fire Operations Report for November 2019

### News

- **Fire Training**

- Fire operations training focused on fire hose lays to the third floor and rescue with ground ladders from a window. Coordinating with the building manager, we were able to utilize a third-floor empty apartment at Mueller Manor for our training evolutions. All department members participated.



- Joe Ewert past his state certification practical test. He completed his state certification test at Lakeshore Technical College where representatives from the State of Wisconsin evaluated Joe on his skill. Joe will participate in the Aerial Truck operator class starting January 16<sup>th</sup>.





- Aerial truck operator class will begin January 16, 2019 and will continue once a week for 9 weeks. We anticipate there will be 4 members from TRFD and 7 members from Manitowoc Fire Department participating in the class. A/C Kakes will instruct the class.
- We will be hosting a Fire Officer I class sponsored through Lakeshore Technical College starting January 8<sup>th</sup>. The class will last 13 weeks and there are 8 members from TRFD that will be attending the class. Bill Manis will be lead instructor.
- **Standard Operating Guideline (SOG)**
  - Occupational Cancer Prevention and Gear cleaning standard operating guidelines were approved, and supplies were purchased. Training and implementation will begin in December. This guideline will follow nationally recognized best practices set by National Fire Protection Association (NFPA) and Firefighter Cancer Support Network (FCSN). Two Rivers Firefighter Local 423 donated money towards purchasing the needed equipment.
- **Fire Prevention**
  - Fire Inspections are on schedule to finish on time for 2019. Acting Captain Patrick Krajnik is the program manager. Paul Reiser, Brandon Burke, and Brad Scherer are the current shift lead inspectors.
  - Public Education Programs: Eric Isselmann is organizing a smoke detector program sponsored by the American Red Cross. The program is schedule to start in January. American Red Cross supplies TRFD with smoke detectors that must be installed by our staff. A request for detectors can be placed by calling the station (920) 793-5521. We also plan on visiting neighbor hoods acutely effected by a fire related incident. This program is in its infancy, so changes are possible to make it a success. If you have any questions please contact Chief Denzien, A/C Kakes, or Captain Isselmann.

### **Fire Operations**

**Fire Operations training:** 212.82 hours

**SOG development:** 7 hours

**Fire Prevention:** Fire inspections: 35 Inspections, 5 Violations, 1 Correction 17.4 hours. Public Education: 9 – *Station tours*, 12 hours, *Smoke Alarm Program development* 1 hour, *CPR classes / skills check off*, 4 classes, 12 students, and 7 hours.

# Debt Service Fund Summary Financial Report November 2019

A detailed report can be provided upon request.



**CITY OF TWO RIVERS**  
**2019 MONTHLY DEBT SERVICE FUND REPORT**  
**NOVEMBER 30, 2019 BUDGET**

**DEBT SERVICE F 300 REVENUE AND EXPENSE DETAIL**

	PERIOD ACTUAL	2019 BUDGET	2019 YTD ACTUAL	OVER (UNDER) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
<b><u>DEBT SERVICE</u></b>						
<b>REVENUES</b>						
<b><u>REVENUES</u></b>						
300-41110 GENERAL PROPERTY TAX	0	2,445,283	2,445,283	0	100.00	2,445,283
300-48100 INTEREST ON INVESTMENTS	2,457	20,000	18,465	( 1,535)	92.32	25,545
300-49110 PROCEEDS FROM DEBT	0	1,000,000	3,710,000	2,710,000	371.00	1,791,000
300-49417 TRANSFR FROM OTHER FUNDS	0	426,398	426,398	0	100.00	401,849
<b>TOTAL REVENUES</b>	<b>2,457</b>	<b>3,891,681</b>	<b>6,600,146</b>	<b>2,708,465</b>	<b>169.60</b>	<b>4,663,677</b>
<b><u>EXPENDITURES</u></b>						
300-58100-2950 DEBT ISSUANCE COSTS	0	0	38,747	38,747	.00	0
300-58100-2960 DEBT PREMIUM	0	0	( 278,260)	( 278,260)	.00	0
300-58100-2970 DEBT UNDERWRITERS DISCOUNT	0	0	48,150	48,150	.00	0
300-58100-5970 TRANSFER TO OTHER FUNDS	0	0	22,647	22,647	.00	0
300-58100-6200 PRINCIPAL PAYMENTS	253	2,588,962	5,346,011	2,757,049	206.49	3,151,764
300-58100-6210 INTEREST PAYMENTS	0	452,823	511,565	58,742	112.97	444,251
300-58100-6220 PENSION LIABILITY PAYMENTS	0	785,629	0	( 785,629)	.00	0
300-58100-6230 CAPITAL LEASE PAYMENTS	3,881	60,767	26,158	( 34,609)	43.05	405,355
300-58100-6900 OTHER SERVICES	0	3,500	950	( 2,550)	27.14	3,204
<b>TOTAL EXPENDITURES</b>	<b>4,134</b>	<b>3,891,681</b>	<b>5,715,968</b>	<b>1,824,287</b>	<b>146.88</b>	<b>4,004,573</b>
<b>REVENUE OVER EXPENDITURES - YTD</b>	<b>( 1,677)</b>	<b>0</b>	<b>884,178</b>	<b>884,178</b>	<b>.00</b>	<b>659,104</b>

Attachment: November 2019 Debt Service Fund Financial Report (2317 : Finance Reports)



# November 2019 General Fund Summary Financial Report

A detailed report can be provided upon request.



CITY OF TWO RIVERS  
FUND SUMMARY  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019

10.C.3.b

GENERAL FUND

	PERIOD ACT	BUDGET	YTD ACTUAL	OVR (UND)	% OF BDGT	PR YTD ACT
<b>REVENUE</b>						
TAXES	62,247	2,833,020	2,792,970.46	( 40,050)	98.59	2,761,008
SPECIAL ASSESSMENTS	30,899	107,000	112,763.90	5,764	105.39	95,069
INTERGOVERNMENTAL REVENUE	3,224,970	4,698,356	4,696,145.69	( 2,210)	99.95	4,706,226
LICENSES & PERMITS	45,061	277,500	232,774.08	( 44,726)	83.88	230,545
FINES & FORFEITURES	3,895	92,400	60,732.38	( 31,668)	65.73	71,664
CHARGES FOR SERVICE	87,735	1,521,200	1,070,806.85	( 450,393)	70.39	1,091,551
INTERDEPARTMENTAL REVENUE	995	497,700	226,119.84	( 271,580)	45.43	355,037
MISCELLANEOUS REVENUE	2,640	236,000	112,741.18	( 123,259)	47.77	108,014
OTHER FINANCING SOURCES	3,743	112,000	79,600.85	( 32,399)	71.07	102,157
<b>TOTAL FUND REVENUE</b>	<b>3,462,185</b>	<b>10,375,176</b>	<b>9,384,655.23</b>	<b>( 990,521)</b>	<b>90.45</b>	<b>9,521,271</b>
<b>EXPENDITURES</b>						
COUNCIL	1,150	15,939	12,599.45	( 3,340)	79.05	14,571
JUDICIAL	5,048	70,513	61,220.03	( 9,293)	86.82	59,110
LEGAL COUNSEL	4,230	52,060	48,924.37	( 3,136)	93.98	42,931
CITY MANAGER	11,067	156,654	142,171.61	( 14,482)	90.76	144,843
CLERK	6,565	91,701	80,334.19	( 11,367)	87.60	79,951
ELECTION	6	10,700	6,481.21	( 4,219)	60.57	22,225
INFORMATION SYSTEMS	7,372	96,846	85,465.41	( 11,381)	88.25	83,276
FINANCE DEPARTMENT	10,027	161,996	144,833.80	( 17,162)	89.41	137,238
ASSESSING	3,393	108,881	88,736.22	( 20,145)	81.50	90,856
CITY HALL	7,765	107,408	89,426.84	( 17,981)	83.26	92,334
GENERAL GOVERNMENT	35	22,150	3,003.42	( 19,147)	13.56	10,809
INSURANCE	23,417	319,790	281,869.90	( 37,920)	88.14	282,752
POLICE ADMINISTRATION	100,930	1,358,020	1,224,649.81	( 133,370)	90.18	1,215,126
POLICE PATROL	120,329	1,602,294	1,483,797.39	( 118,497)	92.60	1,480,954
POLICE CROSSING GUARDS	1,815	16,528	13,433.70	( 3,094)	81.28	12,702
POLICE & FIRE COMMISSION	743	5,500	4,410.00	( 1,090)	80.18	4,978
FIRE ADMINISTRATION	34,668	398,788	388,188.14	( 10,600)	97.34	367,427
FIREFIGHTERS	107,761	1,609,085	1,401,280.18	( 207,805)	87.09	1,404,442
AMBULANCE	36,978	437,026	526,411.57	89,386	120.45	474,200
INSPECTION	12,830	132,985	118,732.35	( 14,253)	89.28	119,487
HIGHWAY ADMINISTRATION	14,176	184,584	181,272.31	( 3,312)	98.21	177,602
PUBLIC WORKS SHOP	38,836	576,194	583,222.65	7,029	101.22	594,981
STREET MAINTENANCE	20,935	386,813	236,854.68	( 149,958)	61.23	261,744
TRAFFIC CONTROL	2,069	63,903	54,507.50	( 9,396)	85.30	75,154
SNOW & ICE	13,547	233,446	227,075.36	( 6,371)	97.27	163,369
BRIDGE REPAIR/MAINTENANCE	562	30,437	32,858.84	2,422	107.96	33,706
TRANSIT	0	106,000	79,398.00	( 26,602)	74.90	74,291
WORK DONE FOR OTHER DEPTS	12,194	30,162	122,615.87	92,454	406.52	117,809
SENIOR CENTER	13,523	198,717	165,407.30	( 33,310)	83.24	172,322
CEMETERIES	16,934	186,805	170,782.65	( 16,022)	91.42	168,225
COMMUNITY CENTER	30,851	386,429	364,281.44	( 22,148)	94.27	363,693
PARKS	16,097	299,876	300,131.26	255	100.09	262,852
RECREATION	18,911	296,853	226,079.31	( 70,774)	76.16	243,755
SPECIAL EVENTS	1,673	40,519	34,827.35	( 5,692)	85.95	38,918
RECREATION FIELDS	6,207	101,054	85,886.39	( 15,168)	84.99	100,392
TRAILS/MEDIAN MAINTENANCE	4,050	25,663	27,492.85	1,830	107.13	27,645
PLANNING	500	11,740	3,818.10	( 7,922)	32.52	3,299
ECONOMIC DEVELOPMENT	275	40,483	35,536.36	( 4,947)	87.78	23,773
OTHER FINANCING USES	31,606	369,740	421,368.54	51,629	113.96	372,737

Attachment: November 2019 General Fund Summary Financial Report (2317 : Finance Reports)



CITY OF TWO RIVERS  
FUND SUMMARY  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019

**10.C.3.b**

GENERAL FUND

	PERIOD ACT	BUDGET	YTD ACTUAL	OVR (UND)	% OF BDGT	PR YTD ACT
TOTAL FUND EXPENDITURES	739,078	10,344,282	9,559,386.35	( 784,896)	92.41	9,416,478
REVENUE OVER (UNDER) EXPENSES	2,723,107	30,894	( 174,731.12)	( 205,625)	( 565.58)	104,793

Attachment: November 2019 General Fund Summary Financial Report (2317 : Finance Reports)

CITY OF TWO RIVERS  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019

GENERAL FUND DETAIL

	PERIOD ACT	BUDGET	YTD ACTUAL	OV(UN)BUD	% OF BDGT	PR YTD ACT
<u>TAXES</u>						
100-41110 GENERAL PROPERTY TAX	0	2,083,000	2,083,001	1	100.00	2,077,303
100-41310 LOCAL UTILITY TAX EQUIV	62,247	735,000	684,717	( 50,283)	93.16	673,805
100-41320 OTHER TAX EXEMPT ENTITIES	0	20	19	( 1)	95.60	20
100-41800 INTEREST DELINQ. TAXES	0	15,000	9,283	( 5,717)	61.89	9,880
100-41900 TIF/TID CLOSE REFUND	0	0	15,951	15,951	.00	0
<b>TOTAL TAXES</b>	<b>62,247</b>	<b>2,833,020</b>	<b>2,792,970</b>	<b>( 40,050)</b>	<b>98.59</b>	<b>2,761,008</b>
<u>SPECIAL ASSESSMENTS</u>						
100-42300 STREET PAVING & CONSTRUCT	31,324	100,000	104,274	4,274	104.27	90,037
100-42401 OTHER SPECIAL ASSESSMENTS	( 425)	7,000	8,490	1,490	121.29	5,032
<b>TOTAL SPECIAL ASSESSMENTS</b>	<b>30,899</b>	<b>107,000</b>	<b>112,764</b>	<b>5,764</b>	<b>105.39</b>	<b>95,069</b>
<u>INTERGOVERNMENTAL REVENUE</u>						
100-43310 SHARED ELECTION EXPENSE	0	0	390	390	.00	0
100-43410 STATE SHARED TAXES	3,193,457	3,768,956	3,761,801	( 7,155)	99.81	3,761,863
100-43411 EXPENDITURE RESTRAINT	0	186,676	186,676	0	100.00	188,512
100-43412 EXEMPT COMPUTER STATE AID	0	13,500	13,998	498	103.69	13,667
100-43413 PERSONAL PROPERTY AID	0	24,856	24,856	0	100.00	0
100-43420 STATE FIRE INS TAX	0	24,000	23,575	( 425)	98.23	23,090
100-43520 STATE AID/POLICE TRAINING	4,160	12,000	9,343	( 2,657)	77.86	15,670
100-43529 STATE AID-OTH PUB SAFETY	27,352	20,000	27,352	7,352	136.76	27,585
100-43610 PAYMENT MUN. SERVICES	0	4,170	4,171	1	100.03	4,083
100-43710 HIGHWAY AIDS-LOCAL	0	554,638	554,384	( 254)	99.95	582,095
100-43711 CONNECTING STREETS	0	89,560	89,600	40	100.04	89,661
<b>TOTAL INTERGOVERNMENTAL REVE</b>	<b>3,224,970</b>	<b>4,698,356</b>	<b>4,696,146</b>	<b>( 2,210)</b>	<b>99.95</b>	<b>4,706,226</b>

Attachment: November 2019 General Fund Summary Financial Report (2317 : Finance Reports)

CITY OF TWO RIVERS  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019

GENERAL FUND DETAIL

	PERIOD ACT	BUDGET	YTD ACTUAL	OV(UN)BUD	% OF BDGT	PR YTD ACT
<u>LICENSES &amp; PERMITS</u>						
100-44110 LIQUOR LICENSE	0	16,000	14,505	( 1,495)	90.65	14,729
100-44120 BAR OPERATOR LICENSE	165	6,200	5,923	( 277)	95.53	5,925
100-44125 CIGARETTE LICENSE	0	800	800	0	100.00	800
100-44130 BUSINESS OR OCCUPATION	0	2,000	1,975	( 25)	98.75	1,705
100-44140 CABLE TV FRANCHISE	32,553	130,000	98,903	( 31,097)	76.08	96,862
100-44200 BICYCLE LIC/GOLF CART PERMIT	0	0	275	275	.00	0
100-44210 DOG LICENSE	0	3,500	3,570	70	102.00	3,028
100-44300 BUILDING PERMITS	4,724	70,000	53,919	( 16,081)	77.03	60,084
100-44310 ELECTRICAL PERMITS	4,165	18,000	15,370	( 2,630)	85.39	15,290
100-44320 PLUMBING PERMITS	2,435	18,000	29,260	11,260	162.56	17,420
100-44330 SIGN PERMIT	50	2,000	2,060	60	103.00	2,240
100-44340 CONDITIONAL USE PERMIT	700	3,500	2,100	( 1,400)	60.00	2,450
100-44900 OTHER PERMITS	269	7,500	4,115	( 3,385)	54.86	10,011
<b>TOTAL LICENSES &amp; PERMITS</b>	<b>45,061</b>	<b>277,500</b>	<b>232,774</b>	<b>( 44,726)</b>	<b>83.88</b>	<b>230,545</b>
<u>FINES &amp; FORFEITURES</u>						
100-45110 MUN. COURT FINES/COSTS	3,467	70,000	45,098	( 24,902)	64.43	56,739
100-45115 POLICE DEPT TRIP PAYMENTS	180	3,500	2,237	( 1,263)	63.90	3,876
100-45130 PARKING VIOLATIONS	205	18,000	13,165	( 4,835)	73.14	10,723
100-45131 UNPAID TRAFFIC JUDGEMENTS	( 7)	400	183	( 217)	<b>45.75</b>	325
100-45220 ANIMAL TRANSPORTS	50	500	50	( 450)	10.00	0
<b>TOTAL FINES &amp; FORFEITURES</b>	<b>3,895</b>	<b>92,400</b>	<b>60,732</b>	<b>( 31,668)</b>	<b>65.73</b>	<b>71,664</b>
<u>CHARGES FOR SERVICE</u>						
100-46110 GENERAL GOVERNMENT FEES	2,775	22,000	23,374	1,374	106.24	23,080
100-46111 PUBLICATIONS FEES	0	0	15	15	.00	0
100-46210 LAW ENFORCEMENT FEES	103	3,000	2,559	( 441)	85.29	2,429
100-46220 FIRE DEPARTMENT FEES	0	1,200	2,423	1,223	201.93	2,053
100-46225 FIRE DEPT TRIP PAYMENTS	3,365	40,000	72,841	32,841	182.10	48,232
100-46230 AMBULANCE FEES	68,200	870,000	712,366	( 157,634)	81.88	697,850
100-46240 POLICE LIAISON FEES	0	135,000	68,400	( 66,600)	50.67	67,500
100-46310 PUBLIC WORKS FEES	433	180,000	1,785	( 178,215)	.99	16,303
100-46540 CEMETERY PLOTS	4,600	100,000	60,950	( 39,050)	60.95	87,200
100-46720 RECREATION FEES	1,616	85,000	62,166	( 22,834)	73.14	78,490
100-46743 COMMUNITY CENTER	2,958	33,000	28,635	( 4,365)	86.77	27,648
100-46745 SENIOR CENTER	3,685	52,000	35,293	( 16,707)	67.87	40,766
<b>TOTAL CHARGES FOR SERVICE</b>	<b>87,735</b>	<b>1,521,200</b>	<b>1,070,807</b>	<b>( 450,393)</b>	<b>70.39</b>	<b>1,091,551</b>

Attachment: November 2019 General Fund Summary Financial Report (2317 : Finance Reports)

CITY OF TWO RIVERS  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019

GENERAL FUND DETAIL

	PERIOD ACT	BUDGET	YTD ACTUAL	OV(UN)BUD	% OF BDGT	PR YTD ACT
<u>INTERDEPARTMENTAL REVENUE</u>						
100-47323 SHARED FIRE EXPENSE	47	1,000	274 (	726)	27.39	418
100-47430 PUBLIC WORKS CHARGES	948	475,000	224,136 (	250,864)	47.19	335,725
100-47440 RECREATION CHARGES	0	1,700	1,710	10	100.59	1,710
100-47450 ECONOMIC DEVELOPMENT CHRG	0	20,000	0 (	20,000)	.00	17,184
<b>TOTAL INTERDEPARTMENTAL REVE</b>	<b>995</b>	<b>497,700</b>	<b>226,120 (</b>	<b>271,580)</b>	<b>45.43</b>	<b>355,037</b>
<u>MISCELLANEOUS REVENUE</u>						
100-48100 INTEREST ON INVESTMENTS	305	25,000	22,164 (	2,836)	88.66	16,833
100-48120 INTEREST INCOME ON TIF ADVANCE	0	2,500	0 (	2,500)	.00	0
100-48121 INT INC ON UTILITY ADVANCES	0	52,000	0 (	52,000)	.00	0
100-48130 INTERST-SPECIAL ASSMTS	478	5,000	20,090	15,090	401.80	5,109
100-48200 RENT-CITY PROPERTY	1,622	60,000	61,461	1,461	102.43	54,805
100-48300 SALE OF PROP & EQUIP	0	50,000	6,012 (	43,988)	12.02	21
100-48400 REFUND FOR PRIOR YEARS	0	36,500	0 (	36,500)	.00	27,832
100-48440 INSURANCE CLAIMS	233	0	233	233	.00	0
100-48500 DONATIONS	0	0	3	3	.00	0
100-48900 OTHER REVENUES	1	5,000	2,779 (	2,222)	55.57	3,415
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>2,640</b>	<b>236,000</b>	<b>112,741 (</b>	<b>123,259)</b>	<b>47.77</b>	<b>108,014</b>
<u>OTHER FINANCING SOURCES</u>						
100-49223 TRANS FROM OTHER FUNDS	3,743	112,000	79,601 (	32,399)	71.07	102,157
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>3,743</b>	<b>112,000</b>	<b>79,601 (</b>	<b>32,399)</b>	<b>71.07</b>	<b>102,157</b>
<b>TOTAL FUND REVENUE</b>	<b>3,462,185</b>	<b>10,375,176</b>	<b>9,384,655 (</b>	<b>990,521)</b>	<b>90.45</b>	<b>9,521,271</b>

Attachment: November 2019 General Fund Summary Financial Report (2317 : Finance Reports)

## CITY OF TWO RIVERS

EXPENDITURES WITH COMPARISON TO BUDGET BY OBJECT CODE  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019**FUND 100 - GENERAL FUND - GENERAL GOVERNMENT**

	PERIOD ACTUAL	2019 YTD ACTUAL	2019 BUDGET	OVR (UND) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
<b>GEN GOVT ADMINISTRATION</b>						
<b>CITY COUNCIL</b>						
PERSONNEL SERVICES	1,130	12,546	13,565	( 1,019)	92.49	12,546
CONTRACTUAL SERVICES	786	4,763	8,300	( 3,537)	57.38	7,977
OPERATING SUPPLIES & EXPENSE	0	3,690	4,700	( 1,010)	78.51	3,761
CAPITAL OUTLAY	0	0	0	0	.00	0
ALLOCATION	( 766)	( 8,400)	( 10,626)	2,226	( 79.05)	( 9,714)
TOTAL CITY COUNCIL	1,150	12,599	15,939	( 3,340)	79.05	14,571
<b>JUDICIAL</b>						
PERSONNEL SERVICES	4,972	57,183	65,278	( 8,095)	87.60	56,532
CONTRACTUAL SERVICES	0	207	920	( 714)	22.45	270
OPERATING SUPPLIES & EXPENSE	76	1,831	2,315	( 484)	79.09	2,308
FIXED CHARGES	0	0	0	0	.00	0
CAPITAL OUTLAY	0	2,000	2,000	0	100.00	0
TOTAL JUDICIAL	5,048	61,220	70,513	( 9,293)	86.82	59,110
<b>LEGAL DEPARTMENT</b>						
PERSONNEL SERVICES	0	0	0	0	.00	0
CONTRACTUAL SERVICES	7,048	81,538	88,100	( 6,562)	92.55	71,552
OPERATING SUPPLIES & EXPENSE	0	0	0	0	.00	0
CAPITAL OUTLAY	0	0	0	0	.00	0
ALLOCATION	( 2,818)	( 32,614)	( 36,040)	3,426	( 90.49)	( 28,621)
TOTAL LEGAL DEPARTMENT	4,230	48,924	52,060	( 3,136)	93.98	42,931
<b>CITY MANAGER</b>						
PERSONNEL SERVICES	17,039	204,339	233,531	( 29,192)	87.50	205,254
CONTRACTUAL SERVICES	1,069	21,256	28,700	( 7,444)	74.06	32,122
OPERATING SUPPLIES & EXPENSE	2,384	23,814	12,600	11,214	189.00	16,734
CAPITAL OUTLAY	0	0	0	0	.00	0
ALLOCATION	( 9,425)	( 107,237)	( 118,177)	10,940	( 90.74)	( 109,267)
TOTAL CITY MANAGER	11,067	142,172	156,654	( 14,482)	90.76	144,843

Attachment: November 2019 General Fund Summary Financial Report (2317 : Finance Reports)

## CITY OF TWO RIVERS

EXPENDITURES WITH COMPARISON TO BUDGET BY OBJECT CODE  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019**FUND 100 - GENERAL FUND - GENERAL GOVERNMENT**

	PERIOD ACTUAL	2019 YTD ACTUAL	2019 BUDGET	OVR (UND) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
<b>CITY CLERK</b>						
PERSONNEL SERVICES	8,335	102,213	115,768	( 13,555)	88.29	101,114
CONTRACTUAL SERVICES	6	923	2,050	( 1,127)	45.02	1,179
OPERATING SUPPLIES & EXPENSE	459	3,974	4,450	( 476)	89.31	4,308
CAPITAL OUTLAY	0	0	0	0	.00	0
ALLOCATION	( 2,234)	( 26,776)	( 30,567)	3,791	( 87.60)	( 26,650)
<b>TOTAL CITY CLERK</b>	<b>6,565</b>	<b>80,334</b>	<b>91,701</b>	<b>( 11,367)</b>	<b>87.60</b>	<b>79,951</b>
<b>ELECTIONS</b>						
PERSONNEL SERVICES	0	2,744	5,500	( 2,756)	49.89	15,513
CONTRACTUAL SERVICES	0	2,324	2,800	( 476)	83.00	3,085
OPERATING SUPPLIES & EXPENSE	6	1,413	2,400	( 987)	58.89	3,627
CAPITAL OUTLAY	0	0	0	0	.00	0
<b>TOTAL ELECTIONS</b>	<b>6</b>	<b>6,481</b>	<b>10,700</b>	<b>( 4,219)</b>	<b>60.57</b>	<b>22,225</b>
<b>INFORMATION SYSTEMS</b>						
PERSONNEL SERVICES	14,101	170,766	190,224	( 19,458)	89.77	169,055
CONTRACTUAL SERVICES	2,948	26,890	32,500	( 5,610)	82.74	22,868
OPERATING SUPPLIES & EXPENSE	77	1,083	2,500	( 1,417)	43.32	1,742
FIXED CHARGES	0	0	0	0	.00	0
CAPITAL OUTLAY	0	0	0	0	.00	0
ALLOCATION	( 9,754)	( 113,274)	( 128,378)	15,104	( 88.23)	( 110,389)
<b>TOTAL INFORMATION SYSTEMS</b>	<b>7,372</b>	<b>85,465</b>	<b>96,846</b>	<b>( 11,381)</b>	<b>88.25</b>	<b>83,276</b>
<b>TOTAL GEN GOVT ADMIN</b>	<b>35,438</b>	<b>437,196</b>	<b>494,413</b>	<b>( 57,217)</b>	<b>88.43</b>	<b>446,907</b>

Attachment: November 2019 General Fund Summary Financial Report (2317 : Finance Reports)

## CITY OF TWO RIVERS

EXPENDITURES WITH COMPARISON TO BUDGET BY OBJECT CODE  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019

**FUND 100 - GENERAL FUND - GENERAL GOVERNMENT**

	PERIOD ACTUAL	2019 YTD ACTUAL	2019 BUDGET	OVR (UND) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
<b>***** SUMMARY OF GENERAL GOVERNMENT ADMINISTRATION EXPENSES *****</b>						
PERSONNEL SERVICES	45,578	549,791	623,866	( 74,075)	88.13	560,014
CONTRACTUAL SERVICES	11,856	137,900	163,370	( 25,470)	84.41	139,054
OPERATING SUPPLIES & EXPENSE	3,001	35,805	28,965	6,840	123.62	32,480
FIXED CHARGES	0	0	0	0	.00	0
CAPITAL OUTLAY	0	2,000	2,000	0	100.00	
ALLOCATION	( 24,998)	( 288,300)	( 323,788)	35,488	( 89.04)	
<b>TOTAL GEN GOVT ADMINISTRATION</b>	<b>35,438</b>	<b>437,196</b>	<b>494,413</b>	<b>( 57,217)</b>	<b>88.43</b>	<b>446,907</b>

Attachment: November 2019 General Fund Summary Financial Report (2317 : Finance Reports)



## CITY OF TWO RIVERS

EXPENDITURES WITH COMPARISON TO BUDGET BY OBJECT CODE  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019

## FUND 100 - GENERAL FUND - GENERAL GOVERNMENT

	PERIOD ACTUAL	2019 YTD ACTUAL	2019 BUDGET	OVR (UND) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
<b>FINANCE ADMINISTRATION</b>						
<b>FINANCE</b>						
PERSONNEL SERVICES	20,533	248,193	292,491	( 44,298)	84.85	247,196
CONTRACTUAL SERVICES	779	44,701	58,700	( 13,999)	76.15	47,622
OPERATING SUPPLIES & EXPENSE	773	6,533	8,800	( 2,267)	74.24	7,430
CAPITAL OUTLAY	0	18,000	0	18,000	.00	0
ALLOCATION	( 12,057)	( 172,593)	( 197,995)	25,402	( 87.17)	( 165,010)
TOTAL FINANCE	10,027	144,834	161,996	( 17,162)	89.41	137,238
<b>ASSESSOR</b>						
PERSONNEL SERVICES	3,276	39,211	49,231	( 10,020)	79.65	38,777
CONTRACTUAL SERVICES	42	48,221	56,100	( 7,879)	85.95	50,704
OPERATING SUPPLIES & EXPENSE	75	1,304	3,550	( 2,246)	36.74	1,375
CAPITAL OUTLAY	0	0	0	0	.00	0
TOTAL ASSESSOR	3,393	88,736	108,881	( 20,145)	81.50	90,856
TOTAL FINANCE ADMINISTRATION	13,421	233,570	270,877	( 37,307)	86.23	228,094

## \*\*\*\*\* SUMMARY OF FINANCE ADMINISTRATION EXPENSES \*\*\*\*\*

PERSONNEL SERVICES	23,809	287,404	341,722	( 54,318)	84.10	285,973
CONTRACTUAL SERVICES	821	92,921	114,800	( 21,879)	80.94	98,327
OPERATING SUPPLIES & EXPENSE	848	7,837	12,350	( 4,513)	63.46	8,804
CAPITAL OUTLAY	0	18,000	0	18,000	.00	0
ALLOCATION	( 12,057)	( 172,593)	( 197,995)	25,402	( 87.17)	( 165,010)
TOTAL FINANCE ADMINISTRATION	13,421	233,570	270,877	( 37,307)	86.23	228,094

## CITY OF TWO RIVERS

EXPENDITURES WITH COMPARISON TO BUDGET BY OBJECT CODE  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019**FUND 100 - GENERAL FUND - GENERAL GOVERNMENT**

	PERIOD ACTUAL	2019 YTD ACTUAL	2019 BUDGET	OVR (UND) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
<b>CITY HALL</b>						
<b>CITY HALL (BUILDING MAINTENANCE)</b>						
PERSONNEL SERVICES	8,277	100,487	117,714	( 17,227)	85.37	100,276
CONTRACTUAL SERVICES	2,773	35,107	46,200	( 11,093)	75.99	37,130
OPERATING SUPPLIES & EXPENSE	1,883	13,443	15,100	( 1,657)	89.02	15,916
CAPITAL OUTLAY	0	0	0	0	.00	0
ALLOCATION	( 5,168)	( 59,610)	( 71,606)	11,996	( 83.25)	( 60,988)
<b>TOTAL CITY HALL</b>	<b>7,765</b>	<b>89,427</b>	<b>107,408</b>	<b>( 17,981)</b>	<b>83.26</b>	<b>92,334</b>
<b>OTHER GENERAL GOVERNMENT</b>						
<b>MISC GOVERNMENT</b>						
CONTRACTUAL SERVICES	0	1,928	3,850	( 1,922)	50.09	2,998
OPERATING SUPPLIES & EXPENSE	133	2,555	6,300	( 3,745)	40.55	2,325
FIXED CHARGES	( 99)	( 1,480)	12,000	( 13,480)	( 12.33)	5,487
CAPITAL OUTLAY	0	0	0	0	.00	0
<b>TOTAL MISC GOVERNMENT</b>	<b>35</b>	<b>3,003</b>	<b>22,150</b>	<b>( 19,147)</b>	<b>13.56</b>	<b>10,809</b>
<b>GENERAL INSURANCE</b>						
PERSONNEL SERVICES	0	0	3,000	( 3,000)	.00	0
FIXED CHARGES	23,417	281,870	316,790	( 34,920)	88.98	282,752
<b>TOTAL GENERAL INSURANCE</b>	<b>23,417</b>	<b>281,870</b>	<b>319,790</b>	<b>( 37,920)</b>	<b>88.14</b>	<b>282,752</b>
<b>TOTAL OTHER GEN GOVT</b>	<b>23,452</b>	<b>284,873</b>	<b>341,940</b>	<b>( 57,067)</b>	<b>83.31</b>	<b>293,561</b>

## CITY OF TWO RIVERS

EXPENDITURES WITH COMPARISON TO BUDGET BY OBJECT CODE  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019**FUND 100 - GENERAL FUND - GENERAL GOVERNMENT**

	PERIOD ACTUAL	2019 YTD ACTUAL	2019 BUDGET	OVR (UND) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
<b>***** SUMMARY OF OTHER GENERAL GOVERNMENT EXPENSES *****</b>						
PERSONNEL SERVICES	0	0	3,000	( 3,000)	.00	0
CONTRACTUAL SERVICES	0	1,928	3,850	( 1,922)	50.09	2,998
OPERATING SUPPLIES & EXPENSE	133	2,555	6,300	( 3,745)	40.55	2,325
FIXED CHARGES	23,318	280,390	328,790	( 48,400)	85.28	288,239
CAPITAL OUTLAY	0	0	0	0	.00	
<b>TOTAL OTHER GEN GOVT</b>	<b>23,452</b>	<b>284,873</b>	<b>341,940</b>	<b>( 57,067)</b>	<b>83.31</b>	<b>293,561</b>

<b>***** SUMMARY OF ALL GENERAL GOVERNMENT EXPENSES *****</b>						
PERSONNEL SERVICES	77,664	937,682	1,086,302	( 148,620)	86.32	946,263
CONTRACTUAL SERVICES	15,451	267,856	328,220	( 60,364)	81.61	277,508
OPERATING SUPPLIES & EXPENSE	5,866	59,640	62,715	( 3,075)	95.10	59,526
FIXED CHARGES	23,318	280,390	328,790	( 48,400)	85.28	288,239
CAPITAL OUTLAY	0	20,000	2,000	18,000	1,000.00	
ALLOCATION	( 42,224)	( 520,502)	( 593,389)	72,887	( 87.72)	
<b>TOTAL GENERAL GOVERNMENT</b>	<b>80,075</b>	<b>1,045,066</b>	<b>1,214,638</b>	<b>( 169,572)</b>	<b>86.04</b>	<b>1,060,896</b>

## CITY OF TWO RIVERS

EXPENDITURES WITH COMPARISON TO BUDGET BY OBJECT CODE  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019**FUND 100 - GENERAL FUND - PUBLIC SAFETY**

	PERIOD ACTUAL	2019 YTD ACTUAL	2019 BUDGET	OVR (UND) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
<b>POLICE DEPARTMENT</b>						
<b>POLICE ADMINISTRATION</b>						
PERSONNEL SERVICES	95,531	1,163,357	1,267,935	( 104,578)	91.75	1,128,612
CONTRACTUAL SERVICES	2,767	29,688	49,785	( 20,097)	59.63	47,507
OPERATING SUPPLIES & EXPENSE	1,175	15,726	21,800	( 6,074)	72.14	23,050
FIXED CHARGES	1,457	15,879	18,500	( 2,621)	85.83	15,957
CAPITAL OUTLAY	0	0	0	0	.00	0
<b>TOTAL POLICE ADMINISTRATION</b>	<b>100,930</b>	<b>1,224,650</b>	<b>1,358,020</b>	<b>( 133,370)</b>	<b>90.18</b>	<b>1,215,126</b>
<b>POLICE PATROL</b>						
PERSONNEL SERVICES	118,873	1,404,546	1,495,094	( 90,548)	93.94	1,371,734
CONTRACTUAL SERVICES	795	36,668	62,700	( 26,032)	58.48	51,860
OPERATING SUPPLIES & EXPENSE	662	42,584	44,500	( 1,916)	95.69	57,360
<b>TOTAL POLICE PATROL</b>	<b>120,329</b>	<b>1,483,797</b>	<b>1,602,294</b>	<b>( 118,497)</b>	<b>92.60</b>	<b>1,480,954</b>
<b>CROSSING GUARDS</b>						
PERSONNEL SERVICES	1,815	13,434	16,278	( 2,844)	82.53	12,364
OPERATING SUPPLIES & EXPENSE	0	0	250	( 250)	.00	338
<b>TOTAL CROSSING GUARDS</b>	<b>1,815</b>	<b>13,434</b>	<b>16,528</b>	<b>( 3,094)</b>	<b>81.28</b>	<b>12,702</b>
<b>TOTAL POLICE DEPARTMENT</b>	<b>223,075</b>	<b>2,721,881</b>	<b>2,976,842</b>	<b>( 254,961)</b>	<b>91.44</b>	<b>2,708,783</b>

## CITY OF TWO RIVERS

EXPENDITURES WITH COMPARISON TO BUDGET BY OBJECT CODE  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019**FUND 100 - GENERAL FUND - PUBLIC SAFETY**

	PERIOD ACTUAL	2019 YTD ACTUAL	2019 BUDGET	OVR (UND) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
<b>***** SUMMARY OF POLICE DEPARTMENT EXPENSES *****</b>						
PERSONNEL SERVICES	216,219	2,581,336	2,779,307	( 197,971)	92.88	2,512,710
CONTRACTUAL SERVICES	3,562	66,356	112,485	( 46,129)	58.99	99,367
OPERATING SUPPLIES & EXPENSE	1,836	58,310	66,550	( 8,240)	87.62	80,748
FIXED CHARGES	1,457	15,879	18,500	( 2,621)	85.83	15,957
CAPITAL OUTLAY	0	0	0	0	.00	
<b>TOTAL POLICE DEPARTMENT</b>	<b>223,075</b>	<b>2,721,881</b>	<b>2,976,842</b>	<b>( 254,961)</b>	<b>91.44</b>	<b>2,708,783</b>

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## CITY OF TWO RIVERS

EXPENDITURES WITH COMPARISON TO BUDGET BY OBJECT CODE  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019**FUND 100 - GENERAL FUND - PUBLIC SAFETY**

	PERIOD ACTUAL	2019 YTD ACTUAL	2019 BUDGET	OVR (UND) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
<b>POLICE &amp; FIRE COMMISSION</b>						
<b>POLICE &amp; FIRE COMMISSION</b>						
PERSONNEL SERVICES	0	0	0	0	.00	0
CONTRACTUAL SERVICES	743	4,410	5,500	( 1,090)	80.18	4,978
OPERATING SUPPLIES & EXPENSE	0	0	0	0	.00	0
TOTAL POLICE & FIRE COMMISSION	743	4,410	5,500	( 1,090)	80.18	4,978
<b>FIRE DEPARTMENT</b>						
<b>FIRE ADMINISTRATION</b>						
PERSONNEL SERVICES	31,894	319,053	330,426	( 11,373)	96.56	302,434
CONTRACTUAL SERVICES	1,484	43,685	46,352	( 2,667)	94.25	40,606
OPERATING SUPPLIES & EXPENSE	1,210	24,613	21,350	3,263	115.29	23,747
FIXED CHARGES	80	837	660	177	126.76	640
CAPITAL OUTLAY	0	0	0	0	.00	0
TOTAL FIRE ADMINISTRATION	34,668	388,188	398,788	( 10,600)	97.34	367,427
<b>FIREFIGHTERS</b>						
PERSONNEL SERVICES	107,612	1,381,072	1,584,285	( 203,213)	87.17	1,378,077
CONTRACTUAL SERVICES	129	16,596	21,500	( 4,904)	77.19	23,076
OPERATING SUPPLIES & EXPENSE	20	3,612	3,300	312	109.46	3,289
TOTAL FIREFIGHTERS	107,761	1,401,280	1,609,085	( 207,805)	87.09	1,404,442
<b>AMBULANCE SERVICES</b>						
PERSONNEL SERVICES	35,282	469,810	386,021	83,789	121.71	413,007
CONTRACTUAL SERVICES	308	19,888	14,955	4,933	132.98	26,633
OPERATING SUPPLIES & EXPENSE	1,388	36,714	36,050	664	101.84	34,560
FIXED CHARGES	0	0	0	0	.00	0
CAPITAL OUTLAY	0	0	0	0	.00	0
TOTAL AMBULANCE SERVICES	36,978	526,412	437,026	89,386	120.45	474,200
<b>TOTAL FIRE DEPARTMENT</b>	<b>179,408</b>	<b>2,315,880</b>	<b>2,444,899</b>	<b>( 129,019)</b>	<b>94.72</b>	<b>2,246,069</b>

## CITY OF TWO RIVERS

EXPENDITURES WITH COMPARISON TO BUDGET BY OBJECT CODE  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019**FUND 100 - GENERAL FUND - PUBLIC SAFETY**

PERIOD ACTUAL	2019 YTD ACTUAL	2019 BUDGET	OVR (UND) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
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**\*\*\*\*\* SUMMARY OF FIRE DEPARTMENT EXPENSES \*\*\*\*\***

PERSONNEL SERVICES	174,788	2,169,935	2,300,732 (	130,797)	94.31	2,093,518
CONTRACTUAL SERVICES	1,921	80,169	82,807 (	2,638)	96.81	90,315
OPERATING SUPPLIES & EXPENSE	2,619	64,939	60,700	4,239	106.98	61,596
FIXED CHARGES	80	837	660	177	126.76	640
CAPITAL OUTLAY	0	0	0	0	.00	
<b>TOTAL FIRE DEPARTMENT</b>	<b>179,408</b>	<b>2,315,880</b>	<b>2,444,899 (</b>	<b>129,019)</b>	<b>94.72</b>	<b>2,246,069</b>

**INSPECTION SERVICES****BUILDING INSPECTIONS**

PERSONNEL SERVICES	12,233	111,300	125,110 (	13,810)	88.96	112,789
CONTRACTUAL SERVICES	81	4,497	5,500 (	1,003)	81.76	4,677
OPERATING SUPPLIES & EXPENSE	515	2,935	2,375	560	123.59	2,021
CAPITAL OUTLAY	0	0	0	0	.00	0
<b>TOTAL INSPECTION SERVICES</b>	<b>12,830</b>	<b>118,732</b>	<b>132,985 (</b>	<b>14,253)</b>	<b>89.28</b>	<b>119,487</b>

**\*\*\*\*\* SUMMARY OF PUBLIC SAFETY EXPENSES \*\*\*\*\***

PERSONNEL SERVICES	403,240	4,862,571	5,205,149 (	342,578)	93.42	4,719,018
CONTRACTUAL SERVICES	6,307	155,432	206,292 (	50,860)	75.35	199,337
OPERATING SUPPLIES & EXPENSE	4,971	126,185	129,625 (	3,440)	97.35	144,365
FIXED CHARGES	1,538	16,716	19,160 (	2,444)	87.24	16,598
CAPITAL OUTLAY	0	0	0	0	.00	
<b>TOTAL PUBLIC SAFETY</b>	<b>416,055</b>	<b>5,160,903</b>	<b>5,560,226 (</b>	<b>399,323)</b>	<b>92.82</b>	<b>5,079,317</b>

Attachment: November 2019 General Fund Summary Financial Report (2317 : Finance Reports)



## CITY OF TWO RIVERS

EXPENDITURES WITH COMPARISON TO BUDGET BY OBJECT CODE  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019**FUND 100 - GENERAL FUND - PUBLIC WORKS**

	PERIOD ACTUAL	2019 YTD ACTUAL	2019 BUDGET	OVR (UND) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
<b><u>PUBLIC WORKS</u></b>						
<b><u>HIGHWAY ADMINISTRATION</u></b>						
PERSONNEL SERVICES	13,711	173,397	171,384	2,013	101.17	166,820
CONTRACTUAL SERVICES	245	4,856	8,100	( 3,244)	59.96	6,969
OPERATING SUPPLIES & EXPENSE	220	3,019	5,100	( 2,081)	59.19	3,812
CAPITAL OUTLAY	0	0	0	0	.00	0
TOTAL HIGHWAY ADMINISTRATION	14,176	181,272	184,584	( 3,312)	98.21	177,602
<b><u>PUBLIC WORKS SHOP</u></b>						
PERSONNEL SERVICES	34,478	427,801	417,844	9,957	102.38	446,159
CONTRACTUAL SERVICES	1,726	86,073	83,400	2,673	103.21	79,382
OPERATING SUPPLIES & EXPENSE	2,582	68,794	74,200	( 5,406)	92.71	68,821
FIXED CHARGES	51	554	750	( 196)	73.91	619
CAPITAL OUTLAY	0	0	0	0	.00	0
TOTAL PUBLIC WORKS SHOP	38,836	583,223	576,194	7,029	101.22	594,981
<b><u>STREET MAINTENANCE</u></b>						
PERSONNEL SERVICES	6,407	76,316	183,813	( 107,497)	41.52	70,647
CONTRACTUAL SERVICES	14,047	151,788	193,000	( 41,212)	78.65	180,443
OPERATING SUPPLIES & EXPENSE	481	6,894	10,000	( 3,106)	68.94	10,654
CAPITAL OUTLAY	0	1,858	0	1,858	.00	0
TOTAL STREET MAINTENANCE	20,935	236,855	386,813	( 149,958)	61.23	261,744
<b><u>TRAFFIC CONTROL</u></b>						
PERSONNEL SERVICES	1,642	38,120	40,713	( 2,593)	93.63	43,300
CONTRACTUAL SERVICES	427	4,587	12,370	( 7,783)	37.08	11,487
OPERATING SUPPLIES & EXPENSE	0	1,771	5,000	( 3,229)	35.42	13,952
CAPITAL OUTLAY	0	10,029	5,820	4,209	172.33	6,414
TOTAL TRAFFIC CONTROL	2,069	54,508	63,903	( 9,396)	85.30	75,154

## CITY OF TWO RIVERS

EXPENDITURES WITH COMPARISON TO BUDGET BY OBJECT CODE  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019**FUND 100 - GENERAL FUND - PUBLIC WORKS**

	PERIOD ACTUAL	2019 YTD ACTUAL	2019 BUDGET	OVR (UND) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
<b>SNOW &amp; ICE REMOVAL</b>						
PERSONNEL SERVICES	5,226	162,740	178,946	( 16,206)	90.94	127,418
CONTRACTUAL SERVICES	0	2,556	4,500	( 1,944)	56.79	2,181
OPERATING SUPPLIES & EXPENSE	8,321	61,779	50,000	11,779	123.56	33,770
<b>TOTAL SNOW &amp; ICE REMOVAL</b>	<b>13,547</b>	<b>227,075</b>	<b>233,446</b>	<b>( 6,371)</b>	<b>97.27</b>	<b>163,369</b>
<b>BRIDGE REPAIR &amp; MAINTENANCE</b>						
PERSONNEL SERVICES	429	26,210	22,677	3,533	115.58	19,713
CONTRACTUAL SERVICES	133	6,404	7,100	( 696)	90.19	13,334
OPERATING SUPPLIES & EXPENSE	0	246	660	( 414)	37.24	660
CAPITAL OUTLAY						
<b>TOTAL BRIDGE REPAIR &amp; MAINTENANCE</b>	<b>562</b>	<b>32,859</b>	<b>30,437</b>	<b>2,422</b>	<b>107.96</b>	<b>33,706</b>
<b>STORM SEWER</b>						
PERSONNEL SERVICES	0	0	0	0	.00	0
CONTRACTUAL SERVICES	0	0	0	0	.00	0
OPERATING SUPPLIES & EXPENSE	0	0	0	0	.00	0
CAPITAL OUTLAY	0	0	0	0	.00	0
<b>TOTAL STORM SEWER</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>.00</b>	<b>0</b>
<b>PUBLIC TRANSPORTATION</b>						
CONTRACTUAL SERVICES	0	79,398	106,000	( 26,602)	74.90	74,291
<b>TOTAL PUBLIC TRANSPORTATION</b>	<b>0</b>	<b>79,398</b>	<b>106,000</b>	<b>( 26,602)</b>	<b>74.90</b>	<b>74,291</b>

## CITY OF TWO RIVERS

EXPENDITURES WITH COMPARISON TO BUDGET BY OBJECT CODE  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019**FUND 100 - GENERAL FUND - PUBLIC WORKS**

	PERIOD ACTUAL	2019 YTD ACTUAL	2019 BUDGET	OVR (UND) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
WORK FOR OTHER DEPARTMENTS						
PERSONNEL SERVICES	12,194	122,616	30,162	92,454	406.52	117,809
CONTRACTUAL SERVICES	0	0	0	0	.00	0
OPERATING SUPPLIES & EXPENSE	0	0	0	0	.00	0
FIXED CHARGES	0	0	0	0	.00	0
CAPITAL OUTLAY	0	0	0	0	.00	0
TOTAL WORK FOR OTHER DEPTS	12,194	122,616	30,162	92,454	406.52	117,809
<b>TOTAL PUBLIC WORKS</b>	<b>102,320</b>	<b>1,517,805</b>	<b>1,611,539</b>	<b>( 93,734)</b>	<b>94.18</b>	<b>1,498,655</b>

## \*\*\*\*\* SUMMARY OF PUBLIC WORKS EXPENSES \*\*\*\*\*

PERSONNEL SERVICES	74,087	1,027,200	1,045,539	( 18,339)	98.25	991,866
CONTRACTUAL SERVICES	16,577	335,662	414,470	( 78,808)	80.99	368,087
OPERATING SUPPLIES & EXPENSE	11,604	142,502	144,960	( 2,458)	98.30	131,669
FIXED CHARGES	51	554	750	( 196)	73.91	619
CAPITAL OUTLAY	0	11,887	5,820	6,067	204.24	
<b>TOTAL PUBLIC WORKS</b>	<b>102,320</b>	<b>1,517,805</b>	<b>1,611,539</b>	<b>( 93,734)</b>	<b>94.18</b>	<b>1,498,655</b>

## CITY OF TWO RIVERS

EXPENDITURES WITH COMPARISON TO BUDGET BY OBJECT CODE  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019**FUND 100 - GENERAL FUND - HEALTH & HUMAN SERVICES**

	PERIOD ACTUAL	2019 YTD ACTUAL	2019 BUDGET	OVR (UND) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
<b>HEALTH &amp; HUMAN SERVICES</b>						
<b>SENIOR CENTER</b>						
PERSONNEL SERVICES	11,453	145,736	174,382	( 28,646)	83.57	149,270
CONTRACTUAL SERVICES	1,106	8,959	13,065	( 4,106)	68.57	10,990
OPERATING SUPPLIES & EXPENSE	965	10,713	11,270	( 557)	95.06	12,062
CAPITAL OUTLAY	0	0	0	0	.00	0
TOTAL SENIOR CENTER	13,523	165,407	198,717	( 33,310)	83.24	172,322
<b>CEMETERIES</b>						
PERSONNEL SERVICES	12,569	124,361	138,676	( 14,315)	89.68	122,046
CONTRACTUAL SERVICES	2,902	33,490	31,954	1,536	104.81	28,652
OPERATING SUPPLIES & EXPENSE	1,464	12,931	16,175	( 3,244)	79.95	17,526
FIXED CHARGES	0	0	0	0	.00	0
CAPITAL OUTLAY	0	0	0	0	.00	0
TOTAL CEMETERIES	16,934	170,783	186,805	( 16,022)	91.42	168,225
<b>TOTAL HEALTH &amp; HUMAN SERVICES</b>	<b>30,457</b>	<b>336,190</b>	<b>385,522</b>	<b>( 49,332)</b>	<b>87.20</b>	<b>340,547</b>

## CITY OF TWO RIVERS

EXPENDITURES WITH COMPARISON TO BUDGET BY OBJECT CODE  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019**FUND 100 - GENERAL FUND - CULTURE, RECREATION & EDUCATION**

	PERIOD ACTUAL	2019 YTD ACTUAL	2019 BUDGET	OVR (UND) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
<b>CULTURE, REC &amp; EDUCATION</b>						
<b>COMMUNITY CENTER</b>						
PERSONNEL SERVICES	25,723	273,490	300,557	( 27,067)	90.99	278,630
CONTRACTUAL SERVICES	4,787	67,562	64,572	2,990	104.63	64,826
OPERATING SUPPLIES & EXPENSE	341	23,229	21,300	1,929	109.06	20,237
CAPITAL OUTLAY	0	0	0	0	.00	0
<b>TOTAL COMMUNITY CENTER</b>	<b>30,851</b>	<b>364,281</b>	<b>386,429</b>	<b>( 22,148)</b>	<b>94.27</b>	<b>363,693</b>
<b>PARKS</b>						
PERSONNEL SERVICES	11,173	203,128	214,922	( 11,794)	94.51	175,094
CONTRACTUAL SERVICES	4,209	70,111	61,654	8,457	113.72	53,991
OPERATING SUPPLIES & EXPENSE	715	26,892	23,300	3,592	115.42	33,767
CAPITAL OUTLAY	0	0	0	0	.00	0
<b>TOTAL PARKS</b>	<b>16,097</b>	<b>300,131</b>	<b>299,876</b>	<b>255</b>	<b>100.09</b>	<b>262,852</b>
<b>RECREATION</b>						
PERSONNEL SERVICES	15,742	176,565	243,473	( 66,908)	72.52	197,046
CONTRACTUAL SERVICES	921	21,988	34,530	( 12,542)	63.68	27,716
OPERATING SUPPLIES & EXPENSE	2,248	27,526	18,850	8,676	146.03	18,993
FIXED CHARGES	0	0	0	0	.00	0
<b>TOTAL RECREATION</b>	<b>18,911</b>	<b>226,079</b>	<b>296,853</b>	<b>( 70,774)</b>	<b>76.16</b>	<b>243,755</b>
<b>SPECIAL EVENTS</b>						
PERSONNEL SERVICES	1,673	33,161	40,469	( 7,308)	81.94	38,918
CONTRACTUAL SERVICES	0	1,666	50	1,616	3332.32	0
OPERATING SUPPLIES & EXPENSE	0	0	0	0	.00	0
CAPITAL OUTLAY	0	0	0	0	.00	0
<b>TOTAL SPECIAL EVENTS</b>	<b>1,673</b>	<b>34,827</b>	<b>40,519</b>	<b>( 5,692)</b>	<b>85.95</b>	<b>38,918</b>

## CITY OF TWO RIVERS

EXPENDITURES WITH COMPARISON TO BUDGET BY OBJECT CODE  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019**FUND 100 - GENERAL FUND - CULTURE, RECREATION & EDUCATION**

	PERIOD ACTUAL	2019 YTD ACTUAL	2019 BUDGET	OVR (UND) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
<b>RECREATION FIELDS</b>						
PERSONNEL SERVICES	2,789	33,191	57,283	( 24,092)	57.94	48,006
CONTRACTUAL SERVICES	1,823	29,152	25,771	3,381	113.12	30,138
OPERATING SUPPLIES & EXPENSE	1,594	23,543	18,000	5,543	130.80	22,248
CAPITAL OUTLAY	0	0	0	0	.00	0
<b>TOTAL RECREATION FIELDS</b>	<b>6,207</b>	<b>85,886</b>	<b>101,054</b>	<b>( 15,168)</b>	<b>84.99</b>	<b>100,392</b>
<b>TRAILS &amp; MEDIAN MAINTENANCE</b>						
PERSONNEL SERVICES	1,153	13,399	13,163	236	101.79	12,433
CONTRACTUAL SERVICES	2,897	14,094	12,500	1,594	112.75	15,212
OPERATING SUPPLIES & EXPENSE						
CAPITAL OUTLAY						
<b>TOTAL TRAIL &amp; MEDIAN MAINTENANCE</b>	<b>4,050</b>	<b>27,493</b>	<b>25,663</b>	<b>1,830</b>	<b>107.13</b>	<b>27,645</b>
<b>TOTAL CULTURE, REC, EDUCATION</b>	<b>77,789</b>	<b>1,038,699</b>	<b>1,150,394</b>	<b>( 111,695)</b>	<b>90.29</b>	<b>1,037,254</b>

\*\*\*\*\* **SUMMARY OF CULTURE, RECREATION & EDUCATION EXPENSES** \*\*\*\*\*

PERSONNEL SERVICES	58,253	732,935	869,867	( 136,932)	84.26	750,126
CONTRACTUAL SERVICES	14,637	204,573	199,077	5,496	102.76	191,883
OPERATING SUPPLIES & EXPENSE	4,899	101,191	81,450	19,741	124.24	95,245
FIXED CHARGES	0	0	0	0	.00	0
CAPITAL OUTLAY	0	0	0	0	.00	
<b>TOTAL CULTURE, REC, EDUCATION</b>	<b>77,789</b>	<b>1,038,699</b>	<b>1,150,394</b>	<b>( 111,695)</b>	<b>90.29</b>	<b>1,037,254</b>

## CITY OF TWO RIVERS

EXPENDITURES WITH COMPARISON TO BUDGET BY OBJECT CODE  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019**FUND 100 - GENERAL FUND - CONSERVATION & DEVELOPMENT**

	PERIOD ACTUAL	2019 YTD ACTUAL	2019 BUDGET	OVR (UND) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
<b>CONSERVATION &amp; DEV</b>						
<b>PLANNING</b>						
PERSONNEL SERVICES	0	0	0	0	.00	0
CONTRACTUAL SERVICES	34	2,367	10,540	( 8,173)	22.46	2,179
OPERATING SUPPLIES & EXPENSE	467	1,451	1,200	251	120.92	1,120
CAPITAL OUTLAY	0	0	0	0	.00	0
<b>TOTAL PLANNING</b>	<b>500</b>	<b>3,818</b>	<b>11,740</b>	<b>( 7,922)</b>	<b>32.52</b>	<b>3,299</b>

<b>ECONOMIC DEVELOPMENT</b>						
PERSONNEL SERVICES	23	8,708	5,383	3,325	161.78	9,740
CONTRACTUAL SERVICES	252	25,971	34,750	( 8,779)	74.74	13,682
OPERATING SUPPLIES & EXPENSE	0	857	350	507	244.92	352
CAPITAL OUTLAY	0	0	0	0	.00	0
<b>TOTAL ECONOMIC DEVELOPMENT</b>	<b>275</b>	<b>35,536</b>	<b>40,483</b>	<b>( 4,947)</b>	<b>87.78</b>	<b>23,773</b>

**\*\*\*\*\* SUMMARY OF CONSERVATION & DEVELOPMENT EXPENSES \*\*\*\*\***

PERSONNEL SERVICES	23	8,708	5,383	3,325	161.78	9,740
CONTRACTUAL SERVICES	286	28,338	45,290	( 16,952)	62.57	15,861
OPERATING SUPPLIES & EXPENSE	467	2,308	1,550	758	148.92	1,472
CAPITAL OUTLAY	0	0	0	0	.00	
<b>TOTAL CONSERVATION &amp; DEV</b>	<b>776</b>	<b>39,354</b>	<b>52,223</b>	<b>( 12,869)</b>	<b>75.36</b>	<b>27,072</b>
<b>TOTAL OTHER FINANCING USES</b>	<b>31,606</b>	<b>421,369</b>	<b>369,740</b>	<b>51,629</b>	<b>113.96</b>	<b>372,737</b>



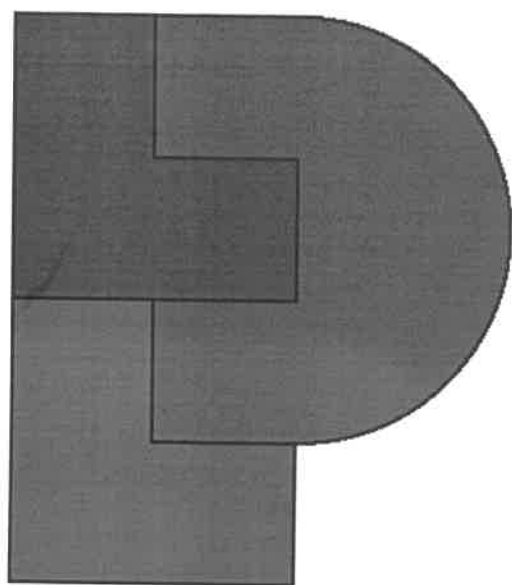
## CITY OF TWO RIVERS

EXPENDITURES WITH COMPARISON TO BUDGET BY OBJECT CODE  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019

**FUND 100 - GENERAL FUND - SUMMARY TOTALS**

	PERIOD ACTUAL	2019 YTD ACTUAL	2019 BUDGET	OVR (UND) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
<b>***** SUMMARY OF GENERAL FUND EXPENSES *****</b>						
PERSONNEL SERVICES	637,288	7,839,193	8,525,298	( 686,105)	91.95	7,688,330
CONTRACTUAL SERVICES	57,265	1,034,310	1,238,368	( 204,058)	83.52	1,092,318
OPERATING SUPPLIES & EXPENSE	30,235	455,470	447,745	7,725	101.73	461,864
FIXED CHARGES	56,513	719,029	718,440	589	100.08	678,192
CAPITAL OUTLAY	0	31,887	7,820	24,067	407.76	6,414
ALLOCATIONS	( 42,224)	( 520,502)	( 593,389)	72,887	( 87.72)	( 510,639)
 <b>GRAND TOTAL</b>	 <b>739,078</b>	 <b>9,559,386</b>	 <b>10,344,282</b>	 <b>( 784,896)</b>	 <b>92.41</b>	 <b>9,416,478</b>

Attachment: November 2019 General Fund Summary Financial Report (2317 : Finance Reports)



# Lester Public Library

## November 2019

### Detail

### Financial Report

CITY OF TWO RIVERS  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2019

LIBRARY FUND DETAIL

	PERIOD ACT	BUDGET	YTD ACTUAL	OV(UN)BUD	% OF BDGT	PR YTD ACT
<u>TAXES</u>						
280-41110 GENERAL PROPERTY TAX	0	606,870	606,870	0	100.00	594,971
TOTAL TAXES	0	606,870	606,870	0	100.00	594,971
<u>INTERGOVERNMENTAL REVENUE</u>						
280-43720 COUNTY FUNDS	0	163,085	163,092	7	100.00	147,234
TOTAL INTERGOVERNMENTAL REVE	0	163,085	163,092	7	100.00	147,234
<u>FINES &amp; FORFEITURES</u>						
280-45300 LIBRARY BOOK FINES	359	10,500	8,711	( 1,789)	82.96	8,970
TOTAL FINES & FORFEITURES	359	10,500	8,711	( 1,789)	82.96	8,970
<u>CHARGES FOR SERVICE</u>						
280-46712 COPIER SERVICE FEES	488	7,300	6,144	( 1,156)	84.17	6,248
TOTAL CHARGES FOR SERVICE	488	7,300	6,144	( 1,156)	84.17	6,248
<u>MISCELLANEOUS REVENUE</u>						
280-48300 SALE OF PROP & EQUIP	606	2,500	2,818	318	112.74	2,053
280-48440 INSURANCE CLAIMS	0	0	0	0	.00	0
280-48500 DONATIONS	0	28,000	13,155	( 14,845)	46.98	10,000
280-48900 OTHER REVENUES	49	600	1,023	423	170.48	803
TOTAL MISCELLANEOUS REVENUE	655	31,100	16,996	( 14,104)	54.65	12,856
<u>OTHER FINANCING SOURCES</u>						
280-49223 TRANS FROM OTHER FUNDS	0	43,898	0	( 43,898)	.00	0
TOTAL OTHER FINANCING SOURCES	0	43,898	0	( 43,898)	.00	0
TOTAL FUND REVENUE	1,503	862,753	801,814	( 60,939)	92.94	770,279

Attachment: November 2019 Lester Public Library Financial Report (2317 : Finance Reports)

**CITY OF TWO RIVERS**  
**2019 MONTHLY GENERAL FUND REPORT**  
**NOVEMBER 30, 2019 BUDGET**

**LESTER LIBRARY F 280 EXPENSE DETAIL**

	PERIOD	2019	2019	OVER	% OF	PRIOR YTD	
	ACTUAL	BUDGET	YTD	(UNDER)	BUDGET	ACTUAL	
<b><u>LESTER LIBRARY</u></b>							
<b>LIBRARY ADMINISTRATION</b>							
<b><u>PERSONNEL SERVICES</u></b>							
280-55110-1100	FULLTIME ADMINISTRATION	20,734	233,626	223,490 (	10,136)	95.66	210,720
280-55110-1220	WAGES - FULLTIME	0	68,827	23,238 (	45,589)	33.76	62,234
280-55110-1240	WAGES - PART TIME	0	0	0	0	.00	587
280-55110-1270	WAGES - PART TIME	9,870	103,066	114,764	11,698	111.35	91,964
280-55110-1280	WAGES-LONGEVITY PAY	0	5,599	0 (	5,599)	.00	0
280-55110-1290	WAGES-OVERTIME	0	458	275 (	183)	59.98	123
280-55110-1310	WI RETIREMENT	2,073	29,815	24,811 (	5,004)	83.22	25,587
280-55110-1320	FICA	2,323	31,868	27,089 (	4,779)	85.00	26,825
280-55110-1330	HEALTH INSURANCE	5,982	92,155	81,149 (	11,006)	88.06	88,719
280-55110-1333	HEALTH SAVINGS ACCT EXPENSE	0	6,000	6,600	600	110.00	6,600
280-55110-1334	HEALTH INSURANCE OPT-OUT	769	5,000	5,769	769	115.39	4,615
280-55110-1340	LIFE INSURANCE	81	956	936 (	20)	97.92	988
280-55110-1350	OTHER BENEFITS	0	0	0	0	.00	0
<b>TOTAL PERSONNEL SERVICES</b>		<b>41,833</b>	<b>577,370</b>	<b>508,120 (</b>	<b>69,250)</b>	<b>88.01</b>	<b>518,963</b>
<b><u>CONTRACTUAL SERVICES</u></b>							
280-55110-2100	PROF SERV - CITY SERVICES	3,008	43,560	38,725 (	4,835)	88.90	38,950
280-55110-2130	PROFESSIONAL SERVICES	523	7,000	4,884 (	2,116)	69.78	3,942
280-55110-2200	TELEPHONE EXPENSE	94	1,300	1,044 (	256)	80.30	1,110
280-55110-2210	ELECTRICITY	1,350	21,000	16,805 (	4,195)	80.02	19,429
280-55110-2220	NATURAL GAS/HEAT	0	8,000	5,315 (	2,685)	66.44	6,718
280-55110-2230	WATER EXPENSE	175	3,375	2,191 (	1,184)	64.91	2,313
280-55110-2240	SEWER EXPENSE	74	890	702 (	188)	78.86	743
280-55110-2250	STORMWATER EXPENSE	80	950	879 (	71)	92.55	879
280-55110-2410	MAINTENANCE EQUIPMENT/VEH	271	18,000	13,387 (	4,613)	74.37	20,380
280-55110-2430	EQUIPMENT REPAIRS	0	500	0 (	500)	.00	1,221
280-55110-2450	EQUIPMENT NEW	0	8,000	8,398	398	104.97	5,005
280-55110-2910	PRINTING/ADVERTISING	0	8,000	8,139	139	101.74	4,992
280-55110-2930	TECHNOLOGY	21	18,000	15,619 (	2,381)	86.77	21,050
280-55110-2950	DEBT ISSUANCE COSTS/PAYMENTS	1,076	12,908	11,832 (	1,076)	91.67	11,832
<b>TOTAL CONTRACTUAL SERVICES</b>		<b>6,672</b>	<b>151,483</b>	<b>127,921 (</b>	<b>23,562)</b>	<b>84.45</b>	<b>138,565</b>

Attachment: November 2019 Lester Public Library Financial Report (2317 : Finance Reports)

**CITY OF TWO RIVERS**  
**2019 MONTHLY GENERAL FUND REPORT**  
**NOVEMBER 30, 2019 BUDGET**

**LESTER LIBRARY F 280 EXPENSE DETAIL**

	PERIOD ACTUAL	2019 BUDGET	2019 YTD ACTUAL	OVER (UNDER) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
<u>OPERATING SUPPLIES/EXPENSES</u>						
280-55110-3100 OFFICE SUPPLIES	150	3,200	2,517	( 683)	78.67	2,061
280-55110-3110 POSTAGE	59	700	590	( 110)	84.25	581
280-55110-3300 TRAVEL	95	3,500	1,098	( 2,402)	31.37	4,272
280-55110-3560 LANDSCAPING	1,941	12,500	11,810	( 690)	94.48	12,053
280-55110-3960 TECH PROC SUPPLIES	388	4,700	5,092	392	108.34	4,206
<b>TOTAL OP SUPPLIES/EXP</b>	<b>2,633</b>	<b>24,600</b>	<b>21,107</b>	<b>( 3,493)</b>	<b>85.80</b>	<b>23,172</b>
<u>FIXED CHARGES</u>						
280-55110-5200 INSURANCES	878	11,000	9,827	( 1,173)	89.33	9,404
280-55110-5950 TRANSFER TO CAP PROJ FNDS	0	1,080	1,080	0	100.00	1,080
<b>TOTAL FIXED CHARGES</b>	<b>878</b>	<b>12,080</b>	<b>10,907</b>	<b>( 1,173)</b>	<b>90.29</b>	<b>10,484</b>
<b>TOTAL LIBRARY ADMINISTRATION</b>	<b>52,015</b>	<b>765,533</b>	<b>668,054</b>	<b>( 97,479)</b>	<b>87.27</b>	<b>691,184</b>
<b>ADULT SERVICES</b>						
<u>OPERATING SUPPLIES/EXPENSES</u>						
280-55111-3230 PERIODICALS	180	4,000	4,051	51	101.29	4,141
280-55111-3400 NON-FICTION BOOKS	1,985	15,000	14,262	( 738)	95.08	10,773
280-55111-3420 FICTION BOOKS	871	15,000	12,320	( 2,680)	82.13	13,241
280-55111-3430 LARGE PRINT BOOKS	893	12,000	9,661	( 2,339)	80.50	9,521
280-55111-3450 MOVIES	260	5,000	3,192	( 1,808)	63.84	3,509
280-55111-3470 AUDIOBOOKS	238	4,400	3,323	( 1,077)	75.53	3,734
280-55111-3480 MUSIC CD'S	58	2,000	516	( 1,484)	25.80	1,018
280-55111-3510 PROGRAMS	31	500	1,469	969	293.85	1,067
<b>TOTAL OP SUPPLIES/EXP</b>	<b>4,516</b>	<b>57,900</b>	<b>48,795</b>	<b>( 9,105)</b>	<b>84.27</b>	<b>47,004</b>
<b>TOTAL ADULT SERVICES</b>	<b>4,516</b>	<b>57,900</b>	<b>48,795</b>	<b>( 9,105)</b>	<b>84.27</b>	<b>47,004</b>

Attachment: November 2019 Lester Public Library Financial Report (2317 : Finance Reports)

**CITY OF TWO RIVERS**  
**2019 MONTHLY GENERAL FUND REPORT**  
**NOVEMBER 30, 2019 BUDGET**

**LESTER LIBRARY F 280 EXPENSE DETAIL**

	PERIOD ACTUAL	2019 BUDGET	2019 YTD ACTUAL	OVER (UNDER) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
<b>CHILDREN'S SERVICES</b>						
<u>OPERATING SUPPLIES/EXPENSES</u>						
280-55112-3230 PERIODICALS	0	540	244	( 296)	45.14	412
280-55112-3400 NON-FICTION BOOKS	760	7,900	6,448	( 1,452)	81.62	6,260
280-55112-3420 FICTION BOOKS	89	2,300	2,852	552	124.01	2,669
280-55112-3440 PAPERBACKS	555	1,100	1,333	233	121.14	652
280-55112-3450 MOVIES	80	1,800	969	( 831)	53.85	533
280-55112-3470 AUDIOBOOKS	89	1,700	495	( 1,205)	29.11	932
280-55112-3510 PROGRAMS	395	7,500	6,479	( 1,021)	86.38	7,949
280-55112-3530 JE BOOKS	709	4,400	4,754	354	108.03	4,957
<b>TOTAL OP SUPPLIES/EXP</b>	<b>2,677</b>	<b>27,240</b>	<b>23,573</b>	<b>( 3,667)</b>	<b>86.54</b>	<b>24,364</b>
<b>TOTAL CHILDREN'S SERVICES</b>	<b>2,677</b>	<b>27,240</b>	<b>23,573</b>	<b>( 3,667)</b>	<b>86.54</b>	<b>24,364</b>
<b>REFERENCE</b>						
<u>OPERATING SUPPLIES/EXPENSES</u>						
280-55114-3400 NON-FICTION BOOKS	47	1,000	1,554	554	155.42	240
280-55114-3490 MICROFILM	0	3,500	0	( 3,500)	.00	0
<b>TOTAL OP SUPPLIES/EXP</b>	<b>47</b>	<b>4,500</b>	<b>1,554</b>	<b>( 2,946)</b>	<b>34.54</b>	<b>240</b>
<b>TOTAL REFERENCE</b>	<b>47</b>	<b>4,500</b>	<b>1,554</b>	<b>( 2,946)</b>	<b>34.54</b>	<b>240</b>

Attachment: November 2019 Lester Public Library Financial Report (2317 : Finance Reports)

**CITY OF TWO RIVERS**  
**2019 MONTHLY GENERAL FUND REPORT**  
**NOVEMBER 30, 2019 BUDGET**

**LESTER LIBRARY F 280 EXPENSE DETAIL**

	PERIOD ACTUAL	2019 BUDGET	2019 YTD ACTUAL	OVER (UNDER) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
<b>YOUNG ADULT SERVICES</b>						
<u>OPERATING SUPPLIES/EXPENSES</u>						
280-55115-3230 PERIODICALS	0	380	190 (	190)	49.99	206
280-55115-3400 NON-FICTION BOOKS	0	900	0 (	900)	.00	0
280-55115-3420 FICTION BOOKS	339	5,300	4,106 (	1,194)	77.47	2,957
280-55115-3470 AUDIOBOOKS	13	1,000	157 (	843)	15.66	404
280-55115-3510 PROGRAMS	0	0	68	68	.00	0
<b>TOTAL OP SUPPLIES/EXP</b>	<b>351</b>	<b>7,580</b>	<b>4,521 (</b>	<b>3,059)</b>	<b>59.64</b>	<b>3,567</b>
<b>TOTAL YOUNG ADULT SERVICES</b>	<b>351</b>	<b>7,580</b>	<b>4,521 (</b>	<b>3,059)</b>	<b>59.64</b>	<b>3,567</b>
<b>TOTAL LESTER LIBRARY EXP</b>	<b>59,607</b>	<b>862,753</b>	<b>746,496 (</b>	<b>116,257)</b>	<b>86.52</b>	<b>766,359</b>
<b>NET REV OVER EXP</b>	<b>( 58,104)</b>	<b>0</b>	<b>55,317</b>	<b>55,317</b>	<b>.00</b>	<b>3,921</b>

Attachment: November 2019 Lester Public Library Financial Report (2317 : Finance Reports)





# State of Wisconsin • DEPARTMENT OF REVENUE

DIVISION OF STATE AND LOCAL FINANCE • OFFICE OF TECHNICAL & ASSESSMENT SERVICES • MADISON, WI

**Mailing Address**  
 2135 Rimrock Road  
 PO Box 8971 • MS 6-97  
 Madison, WI 53708-8971  
 Phone: (608) 266-7750  
[tif@wisconsin.gov](mailto:tif@wisconsin.gov)

January 3, 2020

36-286

Kim Graves  
 Clerk  
 P.O. Box 87  
 Two Rivers, WI 54241-0087

RE: City of Two Rivers Tax Incremental District (TID) 003 Maximum Life

Dear Kim Graves:

The Wisconsin Department of Revenue (DOR) records show your municipality created TID 003 on May 18, 1992 and must terminate this TID by January 31, 2020.

**To terminate a TID, your municipality must:**

1. Adopt a termination resolution by January 31, 2020.
2. Notify DOR within 60 days of the resolution
3. Provide DOR with copies of your:
  - Termination resolution
  - Completed Form PE-223 (Terminated TID Final Accounting Submission Date Agreement)

If you have questions, contact us at [tif@wisconsin.gov](mailto:tif@wisconsin.gov).

Sincerely,

Kristin Filipiak  
 Community Services Specialist  
 Office of Technical and Assessment Services

Attachment: TID 3 State Letter (2359 : TID 3)

## Tax Incremental District Termination

City ☒ of Two Rivers Resolution Number \_\_\_\_\_  
(Town, Village, City) (Municipality)

Termination of Tax Incremental District (TID) # 3 and authorization to: *(check one)*

- ☒ Distribute excess increment to overlying taxing districts  
☐ Transfer all remaining debts to the municipality

WHEREAS, the City ☒ of Two Rivers created TID # 3 on 05-18-1992, and adopted a project plan in the same year, and  
(mm-dd-yyyy)

WHEREAS, all TID # 3 projects were completed in the prescribed allowed time; and:

- ☒ WHEREAS, sufficient increment was collected as of the 19 tax roll, payable 20, to cover TID # 3 project costs.  
(year) (year)  
☐ WHEREAS, insufficient increment was collected to cover project costs.

THEREFORE BE IT RESOLVED, that the City ☒ of Two Rivers does dissolve/terminate TID # 3; and

BE IT FURTHER RESOLVED, that the City ☒ Clerk shall notify the Wisconsin Department of Revenue (DOR), within sixty (60) days of this resolution or prior to the deadline of April 15, 20, whichever comes first, that the TID has been terminated; and  
(year)

BE IT FURTHER RESOLVED, that the City ☒ Clerk shall sign the required DOR final accounting form (PE-223) agreeing on a date by which the City ☒ shall submit final accounting information to DOR; and:

- ☒ BE IT FURTHER RESOLVED, that the City ☒ Treasurer shall distribute any excess increment collected after providing for ongoing expenses of the TID, to the affected taxing districts with proportionate shares to be determined by the final audit by the City ☒ 's auditors, CliftonLarsonAllen LLP.  
☐ BE IT FURTHER RESOLVED, that the City ☒ of Two Rivers shall accept all remaining debts for TID # 3 as determined by the final audit by the Municipality's auditors, CliftonLarsonAllen LLP.

Adopted this 6 day of January, 20  
(year)

Resolution introduced and adoption moved by alderperson \_\_\_\_\_

Motion for adoption seconded by alderperson \_\_\_\_\_

On roll call motion passed by a vote of \_\_\_\_\_ ayes to \_\_\_\_\_ nays

ATTEST:

\_\_\_\_\_  
 Mayor/Head of Government Signature

\_\_\_\_\_  
 Clerk Signature

## ORDINANCE

An Ordinance to repeal and recreate Section 1-2-1(6) of the Municipal Code of the City of Two Rivers, modifying fees for Emergency Medical Services and Fire Response Services

The City Council of the City of Two Rivers, Wisconsin, do hereby ordain as follows:

**SECTION 1.** Section 1-2-1(6) of the Municipal Code is hereby amended, to read as follows:

<u>License/Permit</u>	<u>Fee</u>	<u>Ordinance Provision</u>
(6) Emergency Medical Services		
BLS Emergency – Resident	\$725.00	3-2-1
BLS Emergency – Non-Resident	\$875.00	3-2-1
ALS 1 Emergency – Resident	\$850.00	3-2-1
ALS 1 Emergency – Non-Resident	\$1000.00	3-2-1
ALS 2 Emergency – Resident	\$1025.00	3-2-1
ALS 2 Emergency – Non-Resident	\$1150.00	3-2-1
Specialty Care Transport (SCT) – Resident	\$1250.00	3-2-1
Specialty Care Transport (SCT) – Non-Resident	\$1,350.00	
Third Party ALS Assist	\$100.00	3-2-1
Patient Assessment/Assist Charge	\$150.00	3-2-1
BLS On Scene Care –Resident	\$275.00	3-2-1
BLS On Scene Care –Non-Resident	\$325.00	3-2-1
ALS On Scene Care – Resident	\$500.00	3-2-1
ALS On Scene Care –Non-Resident	\$600.00	3-2-1
Intercept (Level I)	\$250.00	3-2-1
Intercept (Level II)	\$300.00	3-2-1
Additional Attendant Charge	Actual Personnel Cost	3-2-1
Wait time (half hour increments)	\$50.00/hour	3-2-1
Loaded Mileage – All Calls	\$20.00/mile	3-2-1
Ambulance Stand-by (4 hour event)	\$125.00	3-2-1
Additional time (half hour increments)	\$50.00/hour	3-2-1

Attachment: Ordinance, EMS fees (2353 : Increasing Fees and Charges for Emergency Medical Services)

Vehicle Fee	
Engine	\$250.00
Command Vehicle	\$90.00
Personnel Cost (per ½ hour)	Actual Personnel Cost
Administrative Fee	\$20.00
Incineration/Disposal Fee	\$75.00
Materials Fee	Actual
Miscellaneous Fee	Actual
Fire Suppression Fee Class A or B Foam	\$100.00

**SECTION 2.** This Ordinance shall take effect and be in force from and after the date of its passage and publication.

Dated January 6, 2020

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Patrick J. Gagnon  
President, City Council

---

Gregory E. Buckley  
City Manager

Attest:

---

Kim M. Graves, City Clerk

Approved as to form and legality:

---

John M. Bruce, City Attorney

**CITY OF TWO RIVERS****RESOLUTION  
DECLARING OFFICIAL INTENT TO REIMBURSE EXPENDITURES  
FROM PROCEEDS OF  
BORROWING****2020 Capital Projects**

**WHEREAS**, the City of Two Rivers, in accordance with its adopted 2020 Budget, intends to undertake certain capital projects and capital equipment purchases; and

**WHEREAS**, the planned outlays for these activities are more specifically identified in the adopted 2020 City Budget, Capital Projects Funds; and

**WHEREAS**, the budgets for the various capital projects funds identify an intent for the City to utilize tax-exempt, general obligation borrowing (bonds or notes) to fund certain of these capital projects, such borrowing totaling up to \$1,750,000; and

**WHEREAS**, the City Council during the 2020 Budget process further identified the need to possibly utilize up to \$500,000 in additional tax-exempt, general obligation borrowing to help fund the purchase of the downtown property now owned by Fisher Scientific International, LLC; and

**WHEREAS**, some expenditures related to these activities may occur prior to the closing on such borrowing, and will be funded on an interim basis from internal funds of the City;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Two Rivers:

Section 1. Declaration of Official Intent. The City hereby officially declares its intent to reimburse said expenditures with proceeds of tax-exempt, general obligation borrowing, the principal amount of which will not exceed \$2,250,000; and

Section 2. Anticipated Timing of Borrowings. The City anticipates closing on the borrowing for all activities cited above prior to December 31, 2020, and

Section 3. Unavailability of Long Term Funds. No other funds for said activities, other than the planned borrowing referenced herein are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside by the City pursuant to its budget or financial policies; and

Section 4. Public Availability of Official Intent Resolution. This Resolution shall be made available for public inspection at the City Clerk's office within 30 days after its approval in compliance with applicable State law governing the availability of records of official acts including Subchapter II of Chapter 19, and shall remain available for public inspection until the Notes or Bonds are issued.

Section 5. Effective Date. This Resolution shall be effective upon its adoption and approval.

Adopted and recorded this 6th day of January, 2020.

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Councilmember

---

Gregory E. Buckley  
City Manager

Attest:

---

Kim M. Graves  
City Clerk

---

Jack M. Bruce  
City Attorney



## Parks and Recreation Department

Hamilton Community House  
1520 17<sup>th</sup> Street  
Two Rivers WI 54241-0087  
Office (920) 793-5592  
Senior Center (920) 793-5596  
Fax (920) 793-5529

Date: December 30, 2019  
To: Greg Buckley  
From: Kevin Boehm  
Subject: Cemetery Fees

Attached you will find a Cemetery Fee comparison completed today December 30, 2019. I would like to suggest the following increases to our fees.

Resident Lot fee increase from \$500 to \$750

Non Resident Lot fee increase from \$750 to \$1050 (1 ½ times resident rate as in ordinance)

Interment of cremains increase from \$450 to \$550

Interment of adult from \$750 to \$850

Interment of child from \$350 to \$450

Weekend fee from \$250 to \$350

*Recommend eliminating  
Res. - Non-Res. Distinction*

*Recommend no charge  
for child burial*

CEMETERY COMPARISON 2019					
CEMETERY	RES LOT	NR LOT	INTERMENT CREMAINS	INTERMENT ADULT	INTERMENT CHILD
Evergreen - Manitowoc	\$ 880.00	\$ 880.00	\$ 550.00	\$ 910.00	\$ 550.00
Evergreen - Saturday Fees				\$ 330.00	
Mishicot	\$ 600.00	\$ 600.00	*	*	*
Knollwood	\$1,100.00	\$1,100.00	\$ 895.00	\$ 1,195.00	no charge
Calvary - pre-need	\$850.00	\$ 850.00	\$ 575.00	\$ 950.00	\$ 450.00
Calvary - at-need					
Calvary - Saturday Fees				\$ 575.00	
Two Rivers	\$500	\$750	\$ 450.00	\$ 750.00	\$350.00
Two Rivers-Saturday Fees				\$ 250.00	
<b>Average</b>	<b>\$ 786.00</b>	<b>\$ 836.00</b>	<b>\$ 617.50</b>	<b>\$ 708.57</b>	<b>\$ 450.00</b>
<b>Maximum</b>	<b>\$1,100.00</b>	<b>\$1,100.00</b>	<b>\$ 895.00</b>	<b>\$ 1,195.00</b>	<b>\$ 550.00</b>
<b>Minimum</b>	<b>\$ 500.00</b>	<b>\$ 600.00</b>	<b>\$ 450.00</b>	<b>\$ 250.00</b>	<b>\$ 350.00</b>

\*Mishicot interment fees are up to the funeral home who contracts with a person to dig the grave.

Attachment: Cemetery Fees Memo (2355 : Changing Cemetery-Related Fees and Charges)



## ORDINANCE

An Ordinance to repeal and recreate Section 1-2-1(10) of the Municipal Code of the City of Two Rivers,

The City Council of the city of Two Rivers, Wisconsin, do hereby ordain as follows:

**SECTION 1.** Section 1-2-1(10) of the Municipal Code is hereby amended, to read as follows:

<u>License/Permit</u>	<u>Fee</u>	<u>Ordinance Provision</u>
(10) Cemeteries		4-3-4
(a) Price of lots		
(1) Grave Space	\$750.00	
(2) Grave Space in Children's Section (for ages 10 and younger)	\$375.00	
(b) Cemetery burial charges in all cemeteries shall be:		4-3-7
(1) Adult grave 6 feet or longer	\$850.00	
(2) Child/Infant less than 6 feet (for ages 10 and younger)	No Charge	
(3) Interment of cremains or amputations	\$550.00	
(4) For use of greens and lowering device	No Charge	
(c) Interment Regulation Additional Fees		
(1) Funeral arriving after 3:30 PM Monday – Friday	\$350.00	
(2) Grave Digging – Saturday	\$350.00	
(3) Burial – Saturday	\$350.00	

**SECTION 2.** This Ordinance shall take effect and be in force from and after the date of its passage and publication.

Dated January 6, 2020

\_\_\_\_\_  
Patrick J. Gagnon  
President, City Council

\_\_\_\_\_  
Gregory E. Buckley  
City Manager

Attest:

\_\_\_\_\_  
Kim M. Graves, City Clerk

Approved as to form and legality:

\_\_\_\_\_  
John M. Bruce, City Attorney

Attachment: Ordinance cemetery fees (2355 : Changing Cemetery-Related Fees and Charges)

Amending Title 4 Public Works, Chapter 3, City Cemeteries of the Municipal Code

**Sec. 4-3-3 Resident and Non-Resident Defined**

~~(a) RESIDENT DEFINED. For the purposes of this Chapter, any person who has resided in the City for one full year immediately prior to the purchase of a cemetery lot or part of a lot, owns taxable property in the City of Two Rivers, or who has been a life-long resident of the City shall be considered a resident. All other persons shall be considered to be non-residents.~~

**Sec. 4-3-4 Price of Lots**

(a) PRICE OF LOTS. The price of lots shall be determined by the number of adult grave space the lot will accommodate.

(b) ~~RESIDENT.~~

(1) Price of Grave Spaces. The price per grave space shall be in accordance with Title 1, Chapter 2, Section 1(10) Fees.

• ~~(2) Children Under Ten Years. The price of grave space for a child under ten years, when buried in the children's section (Section "F") and occupying but not exceeding the size of one child's grave space (34" x 60") shall be in accordance with Title 1, Chapter 2, Section 1(10) Fees.~~

(c) ~~NON-RESIDENT. The price of grave space shall be one and one half times the cost of the Resident Price, and in accordance with Title 1, Chapter 2, Section 1(10) Fees.~~

**Sec. 4-3-5 Installment Sale of Lots**

(a) Regular lots and portions thereof may be sold to the purchaser on the installment plan. The first installment shall be the price of one space. The balance of the purchase price shall be paid within one year from the date of the purchase. There shall not be more than one burial until the full price is paid. Upon failure to pay any deferred payments of the purchase price of such lot or part of lot within such year, the purchaser shall forfeit all his rights and title to all unoccupied portions of such lot or part of lot purchase.

**Sec. 4-3-6 Perpetual Care Defined**

(a) Perpetual care shall mean the cutting of the grass upon the lot or grave at reasonable intervals, the raking and cleaning of the lot or grave, the pruning of shrubs and trees and such work as may be necessary to keep the lot or grave in good and neat condition. It does not include maintenance or repair of any gravestones or monumental structures erected upon lots or graves therein, nor the planting of flowers or ornamental plants.

~~(b) Before any burial is made in a grave space not covered by perpetual care, the owner shall pay an amount equal to the cost of perpetual care for said space.~~

**ORDINANCE****Amending Title 4 Public Works, Chapter 3, City Cemeteries of the Municipal Code**

An Ordinance Repealing Sections 4-3-3(a) Resident Defined; repealing and recreating Section 4-3-4 Price of Lots, and Repealing Section 4-3-6(b) Perpetual Care of the Municipal Code of the City of Two Rivers.

The City Council of the City of Two Rivers, Wisconsin, do hereby ordain as follows:

**SECTION 1.** Section 4-3-3(a) of the Municipal Code is hereby repealed:

(a) Resident Defined. For the purpose of this Chapter, any person who has resided in the City for one full year immediately prior to the purchase of a cemetery lot or part of a lot, owns taxable property in the City of Two Rivers, or who has been a life-long resident of the City shall be considered a resident. All other persons shall be considered to be non-residents.

**SECTION 2.** Section 4-3-4 of the Municipal Code is hereby repealed and recreated to read as follows:

(a) Price of Lots. The price of lots shall be determined by the number of adult grave space the lot will accommodate.

(b) Price of Grave Spaces

(1) Price of Grave Spaces. The price per grave space shall be in accordance with Title 1, Chapter 2, Section 1 (10) Fees.

**SECTION 3.** Section 4-3-6(b) of the Municipal Code is hereby repealed:

(b) Before any burial is made in a grave space not covered by perpetual care, the owner shall pay an amount equal to the cost of perpetual care for said space.

**SECTION 4.** This Ordinance shall take effect and be in force from and after the date of its passage and publication.

Dated January 6, 2020

\_\_\_\_\_  
Patrick J. Gagnon  
President, City Council

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Gregory E. Buckley  
City Manager

Attest:

\_\_\_\_\_  
Kim M. Graves, City Clerk

Approved as to form and legality:

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