

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, April 20, 2020
Council Chambers – City Hall – 6:00PM
Regular Meeting**

NOTICE: For the duration of the COVID-19 Emergency, related executive orders by the Governor and City Proclamation of Emergency, City public meetings will be conducted via video conference or conference call, with members of the body participating from remote locations. The City uses "Zoom" software as the platform for such meetings. The public may monitor such meetings:

- By watching a live stream of the meeting, on the Two Rivers City Hall Facebook page or the City website (www.two-rivers.org)
- By tuning into Spectrum Cable Channel 993
- Via Zoom (download for free at zoom.us) using the login below for video/audio or use one of the phone numbers below for audio only

Join from a PC, Mac, iPad, iPhone or Android device: Please use this URL to join.

<https://zoom.us/j/359292773?pwd=bE5iMG4raUJ6RloyS3hka2tiU0NpUT09> Password: 254009 Or join by phone: Dial:
US: +1 929 205 6099 or +1 312 626 6799 or +1 301 715 8592 or +1 346 248 7799 or +1 669 900 6833 or +1 253
215 8782 Webinar ID: 656 309 995

NOTE: TO ADDRESS THE CITY COUNCIL DURING "INPUT FROM THE PUBLIC" OR ANY PUBLIC HEARING, YOU MUST EITHER;

- *ACCESS THE MEETING VIA ZOOM (BY PHONE CONFERENCE OR VIDEO CONFERENCE);
- *OR CALL THE FOLLOWING PHONE NUMBER WHEN ANNOUNCED AT THE MEETING: 920-793-5534

If you have any questions about monitoring public meetings of the City Council during this Emergency period, please contact the City Manager's Office, telephone 920-793-5532, [e-mail lkuehn@two-rivers.org](mailto:lkuehn@two-rivers.org)

- 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**
- 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 Guest**

1. Justin Fischer, Robert W. Baird, Regarding Proposed Sale of General Obligation Promissory Notes and Taxable General Obligation Refunding Bonds--See Agenda Items 11C and 11D

B. Status/Update Reports

1. Congratulations to Re-Elected Councilmember Bonnie Shimulunas and Council Members-Elect Darla LeClair and Adam Wachowski; Thank You to Council Candidates Keith Lyons and Tracey Koach
2. COVID-19 Update
3. Downtown Hotel Project
4. Riverside Foods Expansion Project
5. Culver's Restaurant Project
6. April 7 Election Update
7. Special 2020 Spring Leaf and Grass Pickup Weeks of April 20 and 27
8. April 8 is Lineworker Appreciation Day
9. Electric Utility Rate Increase of 4.48 Percent, as Approved by the Wisconsin Public Service Commission March 24, to Take Effect May 1 (Filing by City was in May 2019)
10. Other

C. Legislative/Intergovernmental Update

1. COVID-19 Related Legislation - State
2. COVID-19 Related Legislation - Federal

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

1. Regular City Council Minutes-March 16, 2020, April 6, 2020 and Work Session Minutes-March 30, 2020

Recommended Action:

Motion to waive reading and adopt the minutes

B. Reports

1. Minutes of Meetings

- a. Plan Commission, April 13, 2020
- b. Board of Canvassers, April 14, 2020

Recommended Action:

Motion to receive and place on file

2. Department Reports for March 2020

- a. Electric
- b. Fire
- c. Inspections
- d. Parks and Recreation
- e. Public Works/Wastewater
- f. Safety Program
- g. Water
- h. Fire, February

Recommended Action:

Motion to receive and file

RECOMMENDED ACTION FOR CONSENT AGENDA

Motion to approve the Consent Agenda with the various actions recommended

11. CITY COUNCIL - FORMAL ITEMS

- A. Resolution Extending Best Wishes to the Town of Domazlice, Czech Republic, on Liberation Day, May 5, 2020: 75th Anniversary of the End of World War II in Two Rivers' Sister City

Recommended Action:

Motion to read and adopt the Resolution

- B. Resolution Declaring City Council's Intent to Not Proceed with Madison and 25th Streets Reconstruction Project Due to COVID-19 Emergency and directing Staff to Take Actions Required to Comply with that Intent

Recommended Action:

Motion to waive reading and adopt the Resolution

- C. Resolution Authorizing the Issuance and Sale of \$5,975,000 General Obligation Promissory Notes (Includes \$1,330,000 in New Borrowing for Capital Projects; Balance is to Refund Existing Debt for Interest Savings)

Recommended Action:

Motion to waive reading and adopt the Resolution

- D. Resolution Authorizing the Issuance and Sale of \$2,425,000 Taxable General Obligation Refunding Bonds (To Refund Existing Debt for Interest Savings)

Recommended Action:

Motion to waive reading and adopt the Resolution

- E. Resolution Authorizing 10-Year Borrowing of \$1,330,000 at 2.75 Percent Annual Interest from the from the State Trust Fund Loan Program, Administered by the Board of Commissioners of Public Lands of Wisconsin, for 2020 Budgeted Capital Projects

(General Obligation Borrowing)

Recommended Action:

Motion to waive reading and adopt the Resolution

(NOTE: this borrowing is recommended ONLY if favorable market rates are not obtained for the 10-year notes addressed in C. above)

- F. Resolution Authorizing 10-Year Borrowing of \$1,073,000 at 4.50 Percent Annual Interest from the State Trust Fund Loan Program, Administered by the Board of Commissioners of Public Lands of Wisconsin, for Storm Water Utility Projects (Utility Revenue Borrowing; Not General Obligation)

Recommended Action:

Motion to waive reading and adopt the Resolution

- G. Resolution Authorizing 10-Year Borrowing of \$550,000 at 3.00 Percent Annual Interest from the State Trust Fund Loan Program, Administered by the Board of Commissioners of Public Lands of Wisconsin for Budgeted Capital Project (General Obligation Borrowing--Property Purchase for Waterfront Development)

Recommended Action:

Motion to waive reading and adopt the Resolution

- H. Resolution Authorizing 20-Year Borrowing of \$250,000 at 3.50 Percent Annual Interest from the from the State Trust Fund Loan Program, Administered by the Board of Commissioners of Public Lands of Wisconsin, for TID No. 13 Developer Grant for Culvers Project (General Obligation Borrowing)

Recommended Action:

Motion to waive reading and adopt the Resolution

- I. Contract for Concession Services at Neshotah Beach

Recommend Action:

Motion to authorize the City Manager prepare and return for Council action a contract with Ice Clouds and Caribbean Cruiser, for the 2020 Summer Season at Neshotah Beach, with payment to the City to be based on 10 percent of net sales

- J. Project Acceptance Certifications for 2018 Street & Utility Improvements (27th Street) DNR Plan and Specification Approval Number W-2017-0674 Financed Through the Safe Drinking Water Loan Program Loan 4107-42

Recommended Action:

Motion to approve the project acceptance certifications and authorize signature by the City Manager and City Clerk

- K. Proclamation of Arbor Day, April 24, 2020

Recommended Action:

Motion to read and adopt the Proclamation

- L. Official Newspaper Declaration and Bid

Recommended Action:

Motion to accept bid as submitted and declare the Herald Time Reporter as the official newspaper of the City of Two Rivers

Recommendations from Plan Commission Meeting of April 13, 2020

- M. Set a Public Hearing on Amendment No. 1 to a Conditional Use Permit for Proposed Culver's Restaurant, 1507 22nd Street

Recommend Action:

Motion to set the public hearing for Monday, May 4, 2020 at 6:00 PM

- N. Set a Public Hearing on an Amendment to Section 10-1-14 of the Zoning Code, to Change the Minimum Required Dimensions for Parking Spaces

Recommended Action:

Motion to set the public hearing for Monday, May 4, 2020 at 6:00 PM

Recommendation from the Personnel and Finance Committee Meeting of April 15, 2020

- O. 2020 City Goals and Objectives

Recommended Action:

Motion to refer to the May work session

12. FOR INFORMATION ONLY

- A. City Council Re-Organizational Meeting, Tuesday, April 21, 2020, 6:00 PM—Remote Meeting
- B. City Council Work Session Meeting, Monday, April 27, 2020, 6:00 PM—Remote Meeting
- C. City Council Meeting, Monday, May 4, 2020, 6:00 PM—Remote Meeting

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

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, and Possible Action, Regarding Strategy to be Adopted with Respect to Pending or Threatened Litigation

--Confer with Legal Counsel Regarding City Condemnation Action and Related Negotiations for Acquisition of Former Hamilton Property

--Discuss Negotiation Strategy Related to Other Property Acquisition Matters

--Discuss Negotiations Related to Possible City Property Sale

--Discuss Negotiations Related to Possible Economic Development Projects

NOTE: Live-streaming, televising, Zoom access and other means of monitoring the meeting by the public will conclude at this time. The Council's only action after reconvening in open session will be to adjourn the meeting

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.

**CITY OF TWO RIVERS
COUNCIL PROCEEDINGS
REGULAR MEETING
Monday, March 16, 2020 – 6:00 PM
Council Chambers – City Hall
MINUTES**

1. **CALL TO ORDER** by 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	President	Present	
David England	Councilmember	Present	
Erin Gonnerman	Councilmember	Present	
Jack Powalisz	Vice-President	Present	
Mark Bittner	Councilmember	Present	
John Casavant	Councilmember	Present	

Also present were Jeff Dawson, Lester Library Director; Al Schaeffer, Interim Parks and Recreation Director; Jim McDonald, Public Works Director; Steve Denzien, Fire Chief; Brian Kohlmeier, Police Chief; Ross Blaha, Water Director; Dave Buss, Finance Director; Elizabeth Runge, Economic Development Director/City Planner; ick Powell, EDP Supervisor; Jack Bruce, City Attorney and Greg Buckley, City Manager.

4. **WELCOME TO COUNCILMEMBER JOHN CASAVANT--APPOINTED ON MARCH 2, 2020 TO FILL THE BALANCE OF THE LATE PATRICK GAGNON'S TERM ON CITY COUNCIL**

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

None.

6. **PUBLIC HEARING**

None.

7. **INPUT FROM THE PUBLIC**

None.

Attachment: 03.16.20 cc min final (2467 : City Council - Regular Meeting)

8. COUNCIL COMMUNICATIONS**Letters and other communications from citizens**

None.

9. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

Councilmember Shimulunas stated that the Lester Public Library is taking donations for its remodeling project.

10. CITY MANAGER'S REPORT**A. Invited Guests**

1. Justin Fischer, Robert W. Baird, Regarding Financing of 2020 Capital Projects and Possible Refinancing of City Debt for Interest Savings

Recommended Action:

Consideration of Resolutions--Agenda Items 11A and 11B

Mr. Buckley introduced Justin Fischer with Robert W. Baird who participated remotely by telephone.

B. Status/Update Reports

1. City Response Planning for COVID 19-Coronavirus Public Health Emergency

Mr. Buckley reported on actions taken by the City in follow-up to the Governor's March 12 Executive Order declaring a statewide Health Emergency, due to the COVID-19 pandemic.

He reported that to minimize exposure to City staff and the community, the Lester Public Library, J.E. Hamilton Community House and Senior Center are closed to the public until further notice. Public access to City Hall will be limited to the public areas of the first floor and service functions will be limited to the Police Department business and service window and to in-person absentee voting at the Customer Service counter. Payments will not be accepted at the Customer Service counter. Access to other areas of the City Hall building is by appointment only. The Police and Fire essential services remain as usual. He stated to watch the City's website and Face book page for further updates.

Mr. Buckley reported at this time, the April 7, 2020 Spring Election and Presidential Preference Primary is still on and the City still plans to open all polling places. He encouraged residents to go to www.myvote.wi.gov to apply on-line for an absentee ballot to be mailed to them.

Mr. Buckley reported an update from area health care providers. Advocate/Aurora Health Care at 866-443-2584 and Holy Family Memorial at 920-323-3333 have call centers open at this time. These numbers should be called prior to 911 or going to the ER if you have a cold, the flu or COVID-19 symptoms.

Mr. Buckley reported Two Rivers Public Schools District Administrator Lisa Quistorf met with City Manager, Police Chief and Fire Chief to discuss school closure as mandated by Governor Evers' emergency order. Two Rivers Schools are on Spring Break this week, but must stay closed until at least April 6, per the Governor's order. Arrangement are being made for at-home and on-line schoolwork. Plans are also

being made to provide meals for students, with curbside pickup at designated locations. An on-line survey to all parents of the Two Rivers Public School students were distributed that requires a response by 9:00 AM on Tuesday, March 17.

Mr. Buckley stated to remember that until there are breakthroughs on effective treatments for COVID-19 and an effective vaccine, most measures being taken involve social distancing to slow the spread of the virus and flatten the curve, in order to not exceed the capacity of our health care systems.

2. Riverside Foods Expansion Project
3. Downtown Hotel Development
4. Culver's Restaurant Project
5. Proposed Redevelopment Project at Former Eggers West Property
6. Former Gas Station/Convenience Store at 2023 Washington Street
7. Status of Former Schwarz's Pub Property at 1509 Washington Street
8. Other
9. Upcoming Events

C. Legislative/Intergovernmental Update

11. **CONSENT AGENDA**

A. Presentation of Minutes

1. **2020-055** Regular City Council Minutes-February 3, 2020

Recommended Action:

Motion to waive reading and adopt the minutes

B. Applications and Petitions

1. Application for Operator's License - Recommended for Approval
 - a. Micah J. Geimer, 1031 28th Street Apt A, Two Rivers

Recommended Action:

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

2. Applications for Temporary Class B License

- a. Two Rivers Historical Society, Ink & Drink Mini Workshop, Friday, March 27, 2020, 1816 10th Street Hamilton Wood Type & Print Museum, 5:30 - 8:30 PM
- b. Two Rivers Historical Society, Ink & Drink Mini Workshop, Friday, April 10, 2020, 1816 10th Street Hamilton Wood Type & Print Museum, 5:30 - 8:30 PM
- c. Woodland Dunes, Woodland Dunes Open House, Wednesday, April 22, 2020, 3000 Hawthorne Avenue, 3:00 - 7:00 PM

- d. Two Rivers Historical Society, Ink & Drink Mini Workshop, Friday, May 15, 2020, 1816 10th Street Hamilton Wood Type & Print Museum, 5:30 - 8:30 PM

Recommended Action:

Motion to approve the applications and authorize the City Clerk to issue the licenses

3. Change of Agent Schedule of Appointment

- a. Ariel Schaub, Agent; Fireside Pub LLC, 1415 16th Street

Recommended Action:

Motion to authorize City Clerk to change license with successor of agent

C. Reports

1. **2020-056** Minutes of Meetings

- a. Advisory Recreation Board, January 14, 2020
- b. Committee on Aging, February 3, 2020
- c. Lester Public Library, February 11, 2020
- d. Public Works, March 2, 2020
- e. Public Utilities, March 3, 2020

Recommended Action:

Motion to receive and place on file

2. **2020-057** Department Reports for February 2020

- a. Electric
- b. Inspections
- d. Lester Public Library
- e. Parks and Recreation
- f. Public Works/Wastewater
- g. Safety Program
- h. Water
- i. Park and Recreation, January
- j. Lester Public Library Annual Report
- j. Fire, January

Recommended Action:

Motion to receive and file

3. **2020-058** Summary of Verified Bills for the Month of February 2020 for \$4,618,518.41

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: Jay Remiker, Councilmember
SECONDER: Erin Gonnerman, Councilmember
AYES: Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Casavant

12. CITY COUNCIL - FORMAL ITEMS

- A. **2020-059** Resolution Providing for the Sale of Approximately \$6,520,000 General Obligation Promissory Notes

Recommended Action:

Motion to waive reading and adopt the Resolution

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

- B. **2020-060** Resolution Providing for the Sale of Approximately \$2,085,000 Taxable General Obligation Refunding Bonds

Recommended Action:

Motion to waive reading and adopt the Resolution

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

- C. **2020-061** Recommendations from City Manager and Personnel and Finance Committee Regarding Additional 2020 Borrowings from State Trust Fund Loan Program

1. \$250,000, 20-year General Obligation Borrowing for TID 13 Developer Grant (Interest Rate 3.25 percent; to be paid from TID 13(Revenues))
2. \$550,000, 3-Year General Obligation Borrowing for Water and Sewer Short-Term Advances Associated with Private Sewer and Water Lateral Replacements (Interest Rate 2.5 Percent; to be Paid from Special Charges to Property Owners)
3. \$1,073,000, 15-Year Storm Water Utility Borrowing for Utility Replacement in Conjunction with 2020-2021 Street Projects, 2020-2021 Shoreline Erosion Control and Repair Work (Interest Rate to be Determined)

Recommended Action:

Motion to concur with the recommendations of the City Manager and the Personnel and Finance Committee, and direct the City Manager to bring loan applications to City Council for action

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]
MOVER: Mark Bittner, Councilmember
SECONDER: Jack Powalisz, Vice-President
AYES: Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Casavant

- D. **2020-062** Development Agreement with TR Holdings, LLC, Regarding TID No. 13 Grant to Assist Culver's Development

Recommended Action:

Motion to Authorize the City Manager and City Clerk to execute the agreement on behalf of the City with the outstanding issues

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

- E. Set Public Hearing on Special Assessments for 2020 Street and Utility Projects

--25th Street from Forest Avenue to West River Street

--Madison Street from 19th Street to 27th Street

Recommended Action:

Motion to set Public Hearing for Monday, April 27 at 6:00 PM

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

- F. **2020-063** Resolution to Lease New Bobcat Toolcat 5600 (2020 Budgeted Item)

Recommended Action:

Motion to waive reading and adopt the Resolution, authorize trade-in of one existing Toolcat

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

- G. **2020-064** Resolution to Lease New Bobcat Compact Track Loader T595 (2020 Budgeted Item)

Recommended Action:

Motion to waive reading and adopt the Resolution, authorize sale of one existing Toolcat now owned by the City

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

- H. **2020-065** Submittal of 2019 MS4 Annual Report for Municipal Separate Storm Sewer System

Recommended Action:

Motion to approve and submit to the DNR

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER: Jack Powalisz, Vice-President
SECONDER: Bill LeClair, Councilmember
AYES: Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Casavant

- I. **2020-066** Resolution for Urban Non-Point Source & Stormwater Cost-Sharing Grant Program

Recommended Action:

Motion to waive reading and adopt the Resolution

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

- J. **2020-067** Resolution to Support Submittal of an Urban Non-Point Source & Stormwater Grant Application for Eggers Pond Project

Recommended Action:

Motion to waive reading and adopt the Resolution

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER: Jack Powalisz, Vice-President
SECONDER: Jay Remiker, Councilmember
AYES: Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Casavant

- K. Council Direction Regarding Possible Ordinance Amendment to Allow Issuance of Beverage Operator Licenses by City Clerk, as Allowed in Recent Changes in State Law

Recommended Action:

Motion to direct staff to prepare an ordinance amendment for City Council consideration to include monthly report

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

- L. **2020-068** Noise Ordinance Waiver Request for Relay for Life, Friday, July 24, 2020 until 11:00 PM Central Park

Recommended Action:

Motion to approve the request as submitted

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER: Jack Powalisz, Vice-President
SECONDER: Jay Remiker, Councilmember
AYES: Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Casavant

- M. Actions to Fill Committee Seats Formerly Held by Patrick Gagnon, who passed away on February 15

1. Council President Andrews has Appointed John Casavant to the Public Works Committee
2. Council Appointments to Other Committee Seats That Were Held by Patrick Gagnon
 - Community Development Authority/Business and Industrial Development Committee
 - Community Development Block Grant Housing Committee

Councilmember Remiker was appointed to the Community Development Authority/Business and Industrial Development Committee.

Councilmember England was appointed to the Community Development Block Grant Housing Committee.

RECOMMENDATION FROM THE PLAN COMMISSION MEETING OF MARCH 9, 2020

- N. Right-of-Way Privilege Agreement to Allow a Ten-Foot Encroachment for Nine Parking Stalls in the Northwest Corner of the Property at 2511 Wilson Street, Submitted by Riverside Seafood Inc. (Property Owner)

Recommended Action:

Motion to approve Right-of-Way Privilege Agreement, as recommended by the Plan Commission

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]
MOVER: Jack Powalisz, Vice-President
SECONDER: David England, Councilmember
AYES: Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Casavant

- O. Schedule Public Hearing to Change Zoning from R-1 Single Family Residence District to C-2 Conservancy District for a 65.04 Acre Parcel in the 3800 Block of Lincoln Avenue for the Establishment of the Van der Brohe Arboretum and Bird Sanctuary, Submitted by John Durbrow (Agent)

Recommended Action:

Motion to schedule Public Hearing on Monday, April 6, 2020 at 6:00 PM

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

- P. Schedule a Public Hearing on Ordinance to add "Event Facility/Assembly Hall" as a Conditional Use in the C-2 Conservancy District

Recommended Action:

Motion to schedule a Public Hearing on Monday, April 6, 2020 at 6:00 PM

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

- Q. Schedule a Public Hearing to Change Zoning from R-3 Single and Double Family Residence District to B-1 Business District for 2121 Adams Street, Submitted by Riley Haupt (owner) and David O'Brien, Bay Lakes Builder as Agent for Aaron Abt (developer)

Recommended Action:

Motion to schedule Public Hearing on Monday, April 6, 2020 at 6:00 PM

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

- R. Schedule Public Hearing for a Conditional Use Permit to Establish the Tidy Store of Two Rivers, a Gas Station Including a Convenience Store, at the Northeast Corner of 16th and Monroe Streets in the B-2 Business District, Submitted by Virginia Craven (Property Owner) and Basu Dev Adhikari (Buyer)

Recommended Action:

Motion to schedule a Public Hearing on Monday, April 6, 2020 at 6:00 PM

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

13. FOR INFORMATION ONLY

- A. Absentee Ballots for April 7, 2020 Spring Election and Presidential Preference Primary can be requested on-line or by mail through April 2, 2020
- B. In Person Absentee Voting for the April 7, 2020 Spring Election and Presidential Preference Primary, March 17 through April 3 at City Hall between the hours of 8:00 AM and 4:30 PM; Friday, April 3, 8:00 AM - 5:00 PM
- C. League of Women Voter's City Council Candidate Forum, Thursday, March 19, 2020, 7:00 PM, Council Chambers-CANCELED
- D. City Council Work Session Meeting, Monday, April 27, 2020, 6:00 PM—Remote Meeting
- E. Scholar for Life: Global Inequality, Lester Public Library, Tuesday, March 31, 6:00 PM-CANCELED
- F. Two Rivers Water & Light Department Sponsors Two \$500 Scholarships, Deadline for Application is April 1, 2020
- G. City Council Meeting, Monday, May 4, 2020, 6:00 PM—Remote Meeting

14. CLOSED SESSION

No closed session.

15. ADJOURNMENT

At 8:10 PM, a motion to dispense with the reading of the minutes of the meeting and adjourn.

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

Kim M. Graves
City Clerk

Attachment: 03.16.20 cc min final (2467 : City Council - Regular Meeting)

**CITY OF TWO RIVERS
COUNCIL PROCEEDINGS
REGULAR MEETING
Monday, April 6, 2020 – 6:00 PM
Council Chambers – City Hall
MINUTES**

1. CALL TO ORDER by President Curt Andrews at 6:02 PM.

NOTE: Per Governor's Executive Order and Local Emergency Proclamation, related to the COVID-19 pandemic, this meeting was held remotely, via Zoom video/audio conference.

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	President	Present	
David England	Councilmember	Present	
Erin Gonnerman	Councilmember	Present	
Jack Powalisz	Vice-President	Present	
Mark Bittner	Councilmember	Present	
John Casavant	Councilmember	Present	

Also participating remotely were Jeff Dawson, Lester Library Director; Al Schaeffer, Interim Parks and Recreation Director; Jim McDonald, Public Works Director; Steve Denzien, Fire Chief; Brian Kohlmeier, 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. ANNOUNCEMENT OF METHODS FOR PUBLIC PARTICIPATION IN THIS REMOTE MEETING

Options for the public to view and participate in this meeting were reviewed by the Council President.

5. PUBLIC HEARINGS

- A. **2020-072** Ordinance to Change Zoning from R-3 Single and Double Family Residence District to B-1 Business District for 2121 Adams Street, submitted by Riley Haupt (owner) and David O'Brien, Baylakes Buildings as agent for Aaron Abt (developer)

Recommended Action:

Motion to waive reading and adopt the Ordinance

President Andrews opened the first call, no one addressed the Council.

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

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

- B. **2020-073** Conditional Use Permit to establish the Tidy Store of Two Rivers, a gas station including a convenience store, at the northeast corner of 16th and Monroe Streets in the B-2 Business District, submitted by Virginia Craven (property owner) and Basu Dev Adhikari (buyer)

Recommended Action:

Motion to waive reading and approve the conditional use permit, as recommended by the Plan Commission

President Andrews opened the first call, no one addressed the Council.

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

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

- C. **2020-074** Ordinance to Change Zoning from R-1 Single Family Residence District to C-2 Conservancy District for a 65.04 Acre Parcel in the 3800 Block of Lincoln Avenue for the Establishment of the Van der Brohe Arboretum and Bird Sanctuary, submitted by John Durbrow (agent)

Recommended Action:

Motion to waive reading and adopt the Ordinance

President Andrews opened the first call, no one addressed the Council.

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

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]
MOVER: Bill LeClair, Councilmember
SECONDER: John Casavant, Councilmember
AYES: Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Casavant

- D. **2020-075** Ordinance to add "Event Facility/Assembly Hall" as a Conditional Use in the C-2 Conservancy District

Recommended Action:

Motion to waive reading and adopt the Ordinance

President Andrews opened the first call, no one addressed the Council.

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

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

6. INPUT FROM THE PUBLIC

None.

7. COUNCIL COMMUNICATIONS

Letters and other communications from citizens

None.

8. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

None.

9. CITY MANAGER'S REPORT

A. Invited Guests

B. Status/Update Reports

1. COVID-19 Update

Mr. Buckley reported that Manitowoc County as of April 6 has 3 confirmed cases of COVID-19 and Wisconsin has 2,440 confirmed cases with 77 deaths. He stated that he issued a City Emergency Proclamation on March 20, which was affirmed by the Council on March 30.

Effective April 6 and until further notice, City Hall is closed to the public except for voting access as a polling location on April 7. The Library, Community House and other City facilities remain closed to the public. City Parks and trails are open and per the Governor's Safer at Home order the playgrounds are closed.

2. April 7 Election Update

Mr. Buckley reported on the pending court appeals, but also noted that the City is still prepared to conduct the April 7 election with the four normal polling places to be open from 7:00 AM to 8:00 PM. Protective measures have been taken for poll workers and the public with the 6 foot distancing in lines to be enforced, plexiglass

barriers between the poll workers and voters. Hand sanitizers, masks, face shields and gloves are available to the poll workers. He also thanked everyone who has requested an absentee ballot. 1,645 absentee applications have been received and 1,114 being returned and 531 in-person absentee ballots cast.

3. Downtown Hotel Project

Mr. Buckley stated that the hotel is still scheduled to be completed and open in the Summer of 2020 a \$6.3 million project for fifteen area investors in the Two Rivers Hotel Group, LLC assisted with a City TIF Grant totaling \$750,000 and \$250,000 WEDC Grant.

4. WPS - Two Rivers AMI Meter Replacement Program

Mr. Buckley reported on the WPS Two Rivers Automated Metering Interface (AMI) project. The gas utility has contracted with the City's Electric Utility to place its network equipment on utility poles.

5. Other

Mr. Buckley reported it is anticipated the Culver's will be breaking ground late spring or early summer. The Culver's location is at the corner of 22nd Street and Washington Street.

Mr. Buckley reported the Woodland Dunes Nature Center is completing a 5,000 SF addition and the construction is expected to be completed by April 21, 2020. The addition will provide opportunities to accommodate larger groups for educational purposes, and to serve as a meeting and event space.

Mr. Buckley stated Riverside Foods is adding 8,826 square feet to its existing building. The construction has started and is expected to be completed by August 1, 2020. The Company is making a \$6.9 million investment and will add at least 30 jobs. Overall project completion, including equipment installation, should be completed by year-end.

Mr. Buckley reported the City has just sold a lot in the Sandy Bay Highlands Subdivision in March 2020 and continue to be open to working with developers. Marketing activity is ongoing with the listing agent Amy Townsend of Berkshire Hathaway.

Mr. Buckley reported the City is working with an interested party on the 606 Parkway Boulevard, former Paragon building and anticipates movement on this property.

C. Legislative/Intergovernmental Update

10. CONSENT AGENDA

A. Presentation of Minutes

1. **2020-076** Regular City Council Minutes- March 2, 2020

Recommended Action:

Motion to waive reading and adopt the minutes

B. Applications and Petitions

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

- a. Todd A. Denfeld, 2745 10th Street, Apt B, Two Rivers
- b. Alanna M. Fabian, 2915 38th Street, Two Rivers
- c. Leann K. Welens, 1922 Adams Street, Apt A, Two Rivers

Recommended Action:

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

C. Reports

1. **2020-077** Minutes of Meetings

- a. Room Tax commission, March 18, 2020
- b. Personnel and Finance Committee, March 27, 2020

Recommended Action:

Motion to receive and place on file

2. **2020-078** Finance Reports

- a. Debt Service, December 2019
- b. General Fund, December 2019
- c. Lester Library, December 2019
- d. 4th Quarter Utilities, 2019

Recommended Action:

Motion to receive and place on file

3. **2020-079** Summary of Verified Bills for the Month of March 2020 for \$3,803,926.30

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: Jack Powalisz, Vice-President

SECONDER: Erin Gonnerman, Councilmember

AYES: Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Powalisz, Bittner, Casavant

11. CITY COUNCIL - FORMAL ITEMS

- A. **2020-080** Resolution Authorizing Three-Year Borrowing of \$550,000 at 2.5 Percent Annual Interest from the State Trust Fund Loan Program, Administered by the Board of Commissioners of Public Lands of Wisconsin, for Financing Water and Sewer Laterals (To Be Repaid from Special Charges to Property Owners)

Recommended Action:

Motion to waive reading and adopt the Resolution

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

- B. Resolution Increasing Daily Boat Launch Fees from \$5.00 to \$8.00 (Recommendation by the Advisory Recreation Board)

Recommended Action:

Motion to waive reading and adopt the Resolution

Council members expressed concerns about the timing of such a fee increase and noted that it would make Two Rivers' daily fee higher than that in Manitowoc. Mr. Buckley pointed out that, while the Advisory Recreation Board recommended no increase in the season fees, those are substantially lower than Manitowoc or Kewaunee.

RESULT: FAILED [4 TO 5]
MOVER: Mark Bittner, Councilmember
SECONDER: Jack Powalisz, Vice-President
AYES: England, Gonnerman, Powalisz, Bittner
NAYS: Remiker, LeClair, Shimulunas, Andrews, Casavant

12. FOR INFORMATION ONLY

- A. Cemetery Clean Up: Remove Winter Decoration by April 15. New Summer decorations may be placed after May 15.
- B. City Council Meeting, Monday, May 4, 2020, 6:00 PM—Remote Meeting
- C. City Council Re-Organizational Meeting, Tuesday, April 21, 2020, 6:00 PM—Remote Meeting
- D. City Council Work Session Meeting, Monday, April 27, 2020, 6:00 PM—Remote Meeting
- At 7:20 PM Councilmember Powalisz left the meeting.

13. CLOSED SESSION

At 7:20 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: Culver's, Other

-- Discuss Matter Pertaining to a Public Works Construction Project

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

-- Discuss Recent Notice of Threatened Litigation

-- Discuss Matter Pertaining to a Public Works Construction Project

NOTE: Live-streaming, televising, Zoom access and other means of monitoring the meeting by the public concluded at this time, after the City Manager announce that. The Council's only action upon reconvening in open session would be to adjourn the meeting

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

14. RECONVENE IN OPEN SESSION

At 8:20 PM, a motion to reconvene in open session.

RESULT: APPROVED VOICE VOTE [UNANIMOUS]
MOVER: Bonnie Shimulunas, Councilmember
SECONDER: John Casavant, Councilmember
AYES: Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Bittner, Casavant
ABSENT: Powalisz

15. ADJOURNMENT

At 8:20 PM, a motion to dispense with the reading of the minutes of the meeting and adjourn.

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

Kim M. Graves
City Clerk

**CITY OF TWO RIVERS
COUNCIL PROCEEDINGS
WORK SESSION
Monday, March 30, 2020 – 6:00 PM
Council Chambers – City Hall
MINUTES**

Notice: For the duration of the COVID-19 Emergency, related executive orders by the Governor and a Proclamation of Emergency by the City of Two Rivers, City Council meetings will be conducted via video conferencing, with members of the City Council participating in the meetings from remote locations. The City Council uses "Zoom" software as the platform for such meetings via teleconference. The public may monitor such meetings by any of the following methods:

- By watching a live-stream of the meeting, on the Two Rivers City Hall Facebook page or the City website (www.two-rivers.org).
- By tuning into Spectrum Cable Channel 993
- By accessing video/audio of the meeting live on Zoom (download for free at zoom.us), using the login below
By accessing audio of the meeting on Zoom, using the phone number below.

Join from a PC, Mac, iPad, iPhone or Android device: Please use this URL to join. <https://zoom.us/j/656309995?pwd=aUk0VXF1K3F5djRLcVRZTDQyN2lqZz09> Password: 963019 Or join by phone: Dial (for higher quality, dial a number based on your current location): US: +1 929 205 6099 or +1 312 626 6799 or +1 301 715 8592 or +1 346 248 7799 or +1 669 900 6833 or +1 253 215 8782 If you have any questions about monitoring public meetings of the City Council during this Emergency period, please contact the City Manager's Office, telephone 920-793-5532, e-mail lkuehn@two-rivers.org Webinar ID: 656 309 995

1. Call to Order by President Curt Andrews at 6:00 PM.
2. Roll Call

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

3. Pledge of Allegiance
4. Introduction to Remotely-Held Meeting, Being Held Under Emergency Protocols Due to COVID-19 Pandemic Emergency--City Council President

The City Council and most, if not all, public meetings of the City of Two Rivers will be held remotely using Zoom software for teleconferencing, for so long as COVID-19 physical distancing protocols are in the place.

5. Action Items

1. **2020-069** Discussion of Emergency Work Rules and Mitigation Protocols Implemented by City Manager Pursuant to Emergency Proclamation; Status Report on City Operations

Recommended Action:

Motion to receive and file

Mr. Buckley discussed all City building are closed to public access since March 17, only the lobby level of City Hall remains open, to allow staff to assist the public with voter registration and in-person absentee voting. City Hall will be concretely closed to the public on Monday, April 6, will re-open on Tuesday, April 7 to serve as a polling place, and will be closed to the public thereafter, except that access may be allowed by appointment.

All City buildings and playgrounds will then remain closed to public access for the duration of the Governor's "Safer at Home" Executive Order, or similar state or local emergency declarations related to COVID-19.

The mitigation protocols in daily emergency operations are a pre-screening by County Dispatch on calls for Police, Fire and EMS assistance with questions regarding whether members of the household have COVID-19 symptoms and changes in staging of emergency responders as they respond to calls, to reduce potential for exposure.

Mr. Buckley reported on the status of City operations prohibition on utility workers, inspectors and City contractors entering into occupied structures, except in emergencies or to restore services, and then only with direction from their department head and with proper personal protective equipment. Also, physical separation of employees at work with one person per vehicle rule at DPW and utilities, greater separation of administration and support staff workstations with some work from home.

Mr. Buckley reported isolation and corona virus quarantine protocols have been established for an employee to self-quarantine a period of five calendar days following out-of-state travel and if a member of the employee's family has shown symptoms consistent with CODIC-19. The employee self-isolation of 14 days following an employee having symptoms consistent with COVID-19 (but not formally diagnosed) or after being exposed without proper personal protection equipment.

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

MOVER: Erin Gonnerman, Councilmember

SECONDER: David England, Councilmember

AYES: Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Bittner, Casavant

ABSENT: Powalisz

2. **2020-070** Consideration of City Manager's Emergency Proclamation Dated March 20, 2020, Related to COVID-19 Pandemic Emergency

Recommended Action:

Motion to Ratify the Emergency Proclamation as presented

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER: Bonnie Shimulunas, Councilmember
SECONDER: Bill LeClair, Councilmember
AYES: Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Bittner, Casavant
ABSENT: Powalisz

3. **2020-071** Consideration of Emergency Policy for Meetings of City Council, Citizen Boards and Committees, Related to COVID-19 Pandemic Emergency

Recommended Action:

Motion to adopt the Emergency Rule as presented

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]
MOVER: David England, Councilmember
SECONDER: Bonnie Shimulunas, Councilmember
AYES: Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Bittner, Casavant
ABSENT: Powalisz

6. Information Only

1. Report from Personnel and Finance Committee Meeting of March 27, Regarding City Manager's Evaluation and 2020 Goals

Mr. Buckley reported at the March 27, 2020 Personnel & Finance meeting discussion took place to narrow down the 2020 goals with a formal presentation of the goals to the City Council.

2. Report of Status of April 7 Election by City Clerk

City Clerk Graves gave an update on the April 7 Spring Election and Presidential Preference Primary with 1329 absentee applications being processed and ballots then mailed. A total of 373 in-person ballots has been cast at City Hall. 708 absentee ballots have been returned. The options for voting are to request an absentee ballot online at myvote.wi.gov by 5:00 PM Thursday, April 2; a ballot will be mailed to you and must be returned by Tuesday, April 7 or vote absentee in-person at the City Clerk's office by 5:00 PM Friday, April 3. The regular polling places will be open on Election Day from 7:00 AM to 8:00 PM.

3. Preview of April 2 City Council Agenda--Matters to be Considered

Mr. Buckley discussed expected matters to be on the April 6 City Council agenda to include a further COVID 19 update, action on borrowings for 2020 to include: \$550,000 short-term borrowing for water and sewer fund advances for private laterals replacement (2.5 percent); \$1,073,000 10-year borrowing for storm sewer projects and \$250,000 20-year borrowing for TID 13 grant for Culver's project (3.5 percent) and the award of contract for beach concessions.

7. Adjournment

At 7:05, a motion to dispense with the reading of the minutes of the meeting and adjourn.

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

MOVER: Jay Remiker, Councilmember

SECONDER: Erin Gonnerman, Councilmember

AYES: Remiker, LeClair, Shimulunas, Andrews, England, Gonnerman, Bittner,
 Casavant

ABSENT: Powalisz

Kim M. Graves
City Clerk

CITY OF TWO RIVERS
BOARD OF CANVASSERS FOR SPRING ELECTION
PROCEEDINGS
Tuesday, April 13, 2020
4:00 PM
City Clerk's Office - City Hall

NOTE: DUE TO COVID-19, GOVERNOR EVERS AND THE WISCONSIN ELECTIONS COMMISSION DECIDED TO EXTEND THE TIMEFRAME FOR MUNICIPALITIES TO RECEIVE ABSENTEE BALLOTS AND PROCESS THE ELECTION RETURNS ON TUESDAY, APRIL 13, 2020.

THE CANVASS WITH CHIEF INSPECTORS STARTED AT 3:00 PM AND CONCLUDED AT 7:00PM.

Call to Order

The meeting was called to order by City Clerk Kim Graves at 7:10PM.

Roll Call

Present: Dave Buss, Finance Director, Brian Kohlmeier, Police Chief, Lisa Kuehn, Deputy City Clerk and Kim Graves, City Clerk.

City Clerk Graves presented the Statement of Results of the City Election. Tracey Koach received 964 votes, Adam Wachowski received 1,278 votes, Darla LeClair received 1,303 votes, Bonnie Shimulunas received 1,357 votes and Keith Lyons received 978 votes. Total number of votes cast was 2,705.

A motion was made by Dave Buss, seconded by Brian Kohlmeier, to approve the Statement of Results. Upon a roll call vote, Ayes (4) Dave Buss, Brian Kohlmeier, Lisa Kuehn, Kim Graves; Noes (0) None. Motion carried.

City Clerk Graves presented the Statement of the Board of Canvassers naming Bonnie Shimulunas, Darla LeClair and Adam Wachowski to the office of City Councilmember for a three year term beginning on April 21, 2020.

A motion was made by Dave Buss, seconded by Brian Kohlmeier, to approve the Statement of Results of the City Election for Council Members and the Certification of the Board of Canvassers for Councilpersons naming Bonnie Shimulunas, Darla LeClair and Adam Wachowski to the office of City Councilmember for a three year term beginning April 21, 2020. Upon a roll call vote, Ayes (4) Dave Buss, Kim Graves, Brian Kohlmeier and Lisa Kuehn; Noes (0) None. Motion carried.

Adjournment

At 7:20 AM, a motion was made by Brian Kohlmeier, seconded by Dave Buss, to adjourn the meeting. Upon a voice vote, motion carried.



Kim M. Graves
City Clerk

Attachment: BOC min April 14 (2600 : Minutes of Meetings)

**City of Two Rivers
Plan Commission**

**Monday, April 13, 2020
5:30 PM
City Hall Council Chambers**

Minutes

1. Call to Order

Chairman Buckley called the meeting to order at 5:33 PM.

Mr. Buckley explained the procedure to participate or monitor the virtual meeting due to the COVID-19 safer-at-home orders and announced the phone number to call to comment during the meeting.

2. Roll Call

Attendee Name	Title	Status	Arrived
Greg Buckley	Chairman	Present	
David England	Commissioner	Present	
Rick Inman	Commissioner	Present	
Kay Koach	Commissioner	Absent	
Connie Loden	Commissioner	Present	
Jim McDonald	Commissioner	Present	
Eric Pangburn	Commissioner	Present	

Also Present: Chris Hampton, Information Tech David Dassey, City Planner Elizabeth Runge and Recording Secretary Vicky Berg.

3. Action Items

- A. Review Certified Survey Map located in the Northwest 1/4 of the Southeast 1/4 of Section 4, Township 19 North, Range 24 East, City of Two Rivers, Manitowoc County, Wisconsin, submitted by City of Two Rivers (property owner)

Chairman Buckley noted there is a party interested in the proposed parcel.

Motion to approve.

<p>RESULT: APPROVED WITH ROLL CALL VOTE [UNANIMOUS]</p> <p>MOVER: Connie Loden, Commissioner</p> <p>SECONDER: Jim McDonald, Commissioner</p> <p>AYES: Buckley, England, Inman, Loden, McDonald, Pangburn</p> <p>ABSENT: Koach</p>
--

- B. Consider Zoning Code Text Amendment to amend Ordinance 10-1-14, entitled "Parking and Loading" regarding the dimensions for parking spaces

Motion to recommend approval and forward to Council for public hearing. Upon a roll call vote, motion carried.

RESULT: RECOMMENDED APPROVAL [UNANIMOUS] **Next:** 4/20/2020 6:00 PM
MOVER: David England, Commissioner
SECONDER: Connie Loden, Commissioner
AYES: Buckley, England, Inman, Loden, McDonald, Pangburn
ABSENT: Koach

- C. Consider Amendment No. 1 to Conditional Use Permit 2020-02 to amend the legal description to include 2121 Adams Street, David O'Brien, Bayland Buildings (agent for Culver's) and Riley Haupt (property owner)

Motion to recommend approval and forward to Council for public hearing. Upon a roll call vote, motion carried.

RESULT: RECOMMENDED APPROVAL [UNANIMOUS] **Next:** 4/20/2020 6:00 PM
MOVER: Eric Pangburn, Commissioner
SECONDER: Jim McDonald, Commissioner
AYES: Buckley, England, Inman, Loden, McDonald, Pangburn
ABSENT: Koach

- D. Review Site, Architectural, Landscaping and Lighting Plans for the construction of a 4,104 square foot Culver's Restaurant to be located at 1507 - 22 Street, submitted by Dave O'Brien, Bayland Buildings, Inc. (agent)

There is a landscape planting adjacent to the northeast corner of the building labeled "QR" which is not identified on the landscaping legend. Staff shall request a description for the landscape planting.

Landscape maintenance requirements are included in the operational conditions listed in the Conditional Use Permit.

Motion to approve subject to the following:

- Any additional requirements of the City Engineer, Electric Utility Director and Water Utility Director;
- Any additional requirements of the State of Wisconsin;
- Prior to construction, pre-demolition steps will need to be coordinated between the City and the contractor(s);
- Signs are to be designed in compliance with the City's Sign Code;
- All required permits are submitted prior to construction;
- All seven parcels purchased for this project will need to be combined into a single parcel;
- Contact the Fire Department regarding the installation of the knox box;
- Pre-construction meeting(s) to be held prior to construction;
- Traffic control plan prepared by contractor and reviewed by the City prior to construction; and
- Approval of the code amendment to allow for 9' x 18' parking spaces.

RESULT: APPROVED WITH ROLL CALL VOTE [UNANIMOUS]
MOVER: Connie Loden, Commissioner
SECONDER: Jim McDonald, Commissioner
AYES: Buckley, England, Inman, Loden, McDonald, Pangburn
ABSENT: Koach

- E. Consider request for an Electronic Changing Message (ECM) sign for the proposed Culver's Restaurant at 1507 - 22nd Street submitted by Chris Hampton, Springfield Sign (sign contractor)

The sign code would allow for a static sign of identical size and placement as the proposed sign.

The propose sign is 25 feet in height with an auto dimmer. The contractor is proposing an 8 second hold time between messages.

Motion to approve.

RESULT: APPROVED WITH ROLL CALL VOTE [UNANIMOUS]
MOVER: Rick Inman, Commissioner
SECONDER: David England, Commissioner
AYES: Buckley, England, Inman, Loden, McDonald, Pangburn
ABSENT: Koach

Chairman Buckley thanked Commissioner David England for 10 years of service as a Plan Commissioner, first as a public member and then as Council Representative to the Commission.

4. Adjournment

Motion to adjourn at 6:08 PM.

RESULT: APPROVED VOICE VOTE [UNANIMOUS]
MOVER: David England, Commissioner
SECONDER: Connie Loden, Commissioner
AYES: Buckley, England, Inman, Loden, McDonald, Pangburn
ABSENT: Koach

Vicky Berg, Recording Secretary

Two Rivers Electric Department
Monthly Report For
April 2020

Electric Consumption in KWH:

This Month: March Data

2015	2016	2017	2018	2019	2020	%Change from 2015-2020	%Change from 2019-2020
7,090,575	6,757,438	6,979,096	6,758,672	6,904,213	6,779,558	-4.39%	-1.81%

Year-to-Date:

2015	2016	2017	2018	2019	2020	%Change from 2015-2020	%Change from 2019-2020
21,862,197	20,951,232	20,714,868	20,965,750	21,040,570	20,739,583	-5.13%	-1.43%

Cost of Electricity Purchased in Dollars:

This Month:

2015	2016	2017	2018	2019	2020
\$ 595,923.06	\$ 522,950.20	\$ 530,963.90	\$ 487,999.89	\$ 480,439.18	\$ 460,489.17

\$/kWh						%Change from 2015-2020	%Change from 2019-2020
\$0.0840	\$0.0774	\$0.0761	\$0.0722	\$0.0696	\$0.0679	-19.18%	-2.39%

Two Rivers Electric Department

April 2020 Monthly Report

10.B.2.a

Large Work Orders Worked on during the current month:

Location/Description

South Side	Led Street lighting
Eastside	Riverside Expansion, Regulators
Central	Demo 5KV O/H

Outage Dates	Location	Duration	Cause if known
3/12/2020	Residential Circuit	1	Blown cutout fuse
	-	-	
3/22/2020	Residential Circuit	N/A	1/2 power
	-		
3/23/2020	Residential Circuit	N/A	Phone drop
	-	-	
	-	-	

Number of Services Upgraded or Changed:

Number of Electric Meters Installed:

Total Number of Electric Meters Tested:

Service Disconnects & Reconnects Normal Hrs:

Attachment: Electric Report 04-20 (2565 : Department Reports)

Fire Department Monthly Report

10.B.2.b

March 2020

			Monthly			Year to Date 2020			Year to Year 2019			
Total Incident Responses				155			466		491			
EMS Response			Total EMS Incidents				144			428		
	Total Patients			128			347		389			
	On Scene			128			355		378			
	Interfacility Transports			51			172		249			
	Intercepts			3			3		9			
	Other			0			0		2			
EMS Revenue		Date of Service Report		Monthly			Year to Date 2020		Year to Year 2019			
EMS Operations Billing Information	SDC and TRIP Revenue		\$12,876.12			\$14,541.42		\$44,615.22				
	Charges		\$135,573.04			\$406,691.04		\$465,844.99				
	Payments		\$119,133.71			\$189,079.85		\$217,727.57				
	Adjustments		\$80,676.52			\$105,477.24		\$190,544.21				
	Change + or - in Accounts Receivable		-\$64,237.19			\$112,133.95		\$57,573.21				
Monthly Collection Percentage			87.87%			46.49%		46.74%				
Fire Incidents		Total Fire Incidents			11			38		34		
	Structural			0			1		2			
	Fire Other			2			5		1			
	Unauthorized			2			2		1			
	Hazardous Condition			3			7		18			
	False / Cancelled			1			8		8			
	Service Calls			3			5		4			
Overlapping Calls				29			73		97			
Occup/ Inspect		Total Inspections			20			53		16		
	General			20			53		16			
	Special/Other/Consults			0			0		0			
			Violations	16			27		1			
		Corrections	0			0		0				
Training		Total Hours			535			1485		1350		
	Fire Training		355					985		450		
	EMS Training		120					240		720		
	Community Based Outreach		60					120		180		
See attached training summary												
Public Education				Monthly			Year to Date 2020			Year to Year 2019		
Totals / Events		Staff Hours	Participants	3	16	32	12	49	47	9	24	207
CPR Classes		Staff Hours	Participants	3	16	32	11	45	41	6	18	53
Station Tours		Staff Hours	Participants	0	0	0	1	3	6	1	1	30
Presentations		Staff Hours	Participants	0	0	0	0	1	0	2	5	124
Maintenance				Monthly			Year to Date 2020			Year to Year 2019		
Total Hours				176.75			615.35			710.5		
Building Care, Cleaning, Maintenance				61			206			292.5		
Grounds Care				2			33.25			69		
Vehicle Checks				98			322.25			266.75		
Vehicle Cleaning				9.75			35.25			53		
Vehicle Maintenance				6			18.6			29		
Current Events												
COVID-19 planning												
EMS and Fire training												
Resource acquisition												
*Financials are a combination of EMS Medical billing (old) and Lifequest (new) billing companies												

Attachment: TRFD March Report 2020 (2565 : Department Reports)

Monthly EMS Training Report for March 2020

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

ALL EMERGENCY ORDERS FOLLOWED

Daily COVID-19 Updates

- COVID-19 Protocols, Policies, and Education
- Pre-Plan Quarantine/Isolation
- Daily Documentation of all PPE use and Self-Monitoring
- All outside TRFD EMS Cancelled
- Collaboration with AMCMC/HFMMC (COVID-19 Surge Preparation)
- Daily updates/training to staff regarding COVID-19
- Daily PPE review and infectious control education
- All TRFD Paramedics continued Paramedic/CCP Refresher (Internet Based)
- All TRFD shifts completed QI/QA driven COVID-19 Training
- Daily collaboration with relevant community partners
- TRPD (Mellissa Wiesner) conducted Human Trafficking training at the TRFD
- Daily communication with Medical Director
- Multiple TRFD Paramedics completed FO1 internships at DePere Fire/Rescue



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.

- **Continuing Paramedic/Critical Care paramedic education (Target Solutions)**
- **Protocol Review 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 (COVID-19)**

Community Based Paramedic Outreach: 60 hours**COVID-19 PREVENTION and INFORMATION**

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>

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 (COVID-19)**
- **Health Department Meeting updates (COVID-19)**
- **Operational collaboration with various agencies**
- **Phone calls to citizen's at risk**
- **Collaboration with Public Health and other area agencies**
- **Community Education**

Stay Safe

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](tel:920-793-5521)

Cell: [920-901-3810](tel: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>

INSPECTIONS DEPARTMENT

MONTHLY SUMMARY
MARCH 2020

	Permits Issued		Permit Revenue		Project Value	
	Month	YTD	Month	YTD	Month	YTD
Building (residential)	15	37	1,660	4,100	173,060	395,160
Building (commercial)	5	8	2,420	2,690	1,575,822	1,602,037
Electrical	11	46	1,030	3,635	294,617	393,875
Heating	2	48	100	2,990	10,732	356,818
Home Occupation	-	-	-	-	-	-
Moving	-	-	-	-	-	-
Plumbing	7	27	1,570	4,065	122,935	292,000
Sign	1	7	50	350	370	38,754
Tank	-	-	-	-	-	-
Wrecking	-	-	-	-	-	-
Totals	41	173	6,830	17,830	2,177,536	3,078,644

YTD Comparison	Permits Issued		Permit Revenue		Project Value	
	2020	2019	2020	2019	2020	2019
Building	45	29	6,790	4,350	1,997,197	425,454
Electrical	46	50	3,635	2,805	393,875	69,605
Heating	48	33	2,990	2,200	356,818	475,929
Home Occupation	-	-	-	-	-	-
Moving	-	-	-	-	-	-
Plumbing	27	22	4,065	1,895	292,000	55,831
Sign	7	-	350	-	38,754	-
Tank	-	-	-	-	-	-
Wrecking	-	-	-	-	-	-
Totals	173	134	17,830	11,250	3,078,644	1,026,819

Other Activities

Prepared notices, ordinances & related documents for public hearings

Prepared agenda packet and minutes for Plan Commission meeting

Received and responded to requests for information from the general public and staff

Completed Annual Sign Inspections and prepared invoices to be mailed May 1st (due June 1st)

Completed Tavern Inspections with Fire Department



Parks and Recreation Department

Hamilton Community House

1520 17th Street

Two Rivers WI 54241-0087

Office (920) 793-5592

Senior Center (920) 793-5596

Fax (920) 793-5529

Date: April 14, 2020

To: Greg Buckley

CC: City Council, Recreation Staff, Advisory Recreation Board

From: Tammy Stadler

Subject: Recreation Department March Report

The usage of the J. E. Hamilton Community House for the month is as follows:

➤ Senior Center Programs	3705
➤ Building Rentals	700
➤ Recreation Program	1118
➤ Total building usage	5,523

The J. E. Hamilton Community House was open **16 days** in the month of **March** for an average daily usage of **345 people per day**.

March Program & Facility Reservation Cancellations / Refunds Due to COVID-19 Facility Closure

Recreation Programs	21 programs	386 participants (<i>approx.</i>)
CH Facility Reservations	24	450 participants (<i>approx.</i>)
Fitness Center	Daily Drop-In	355 participants (<i>approx.</i>)
Senior Center Programs	29 programs	1388 participants (<i>approx.</i>)
Senior Center TRUST Car	Daily Rides	175 participants (<i>approx.</i>)
CH Reservation Rescheduled	1	20 participants (<i>approx.</i>)

Senior Center

- 3 Watercolor classes of the series
- 2 Alive & Aware sessions of the series
- Transitioned the home delivered meal service in various ways due to COVID-19.
- Mailed informational letter to 300 seniors that either attended a program at the center or utilized the TRUST car between February and March 16

Recreation

- Grade School games was successful. This was the last event we hosted in our building before we closed our doors on March 17th
- Issued refunds or account credits for the cancelation of the remaining March programs.
- Outdoor Soccer Session 1 (April) was cancelled due to COVID-19. All registered participants were moved into session 2 (June).
- Indoor soccer and Little kickers ended
- No negative feedback received regarding program cancelations. Our community understands this is for our safety and the safety of our participants.
- Evaluating recreation programs to see if they can be moved or cancelled pending our departments return date
- Youth kickball, newer art classes, and our new fitness classes have been moved to keep the programs
- Updating the Recreation Department Seasonal Employee manual
- Recreation Supervisor is currently creating a New Coach Packet. Will be universal for all seasons and will aid both the recreation supervisor and recreation coordinator with volunteer coaching staff who are new to our department.

Parks/Cemeteries/Forestry

- Community House building floors and stairwells waxed
- Painted Recreation Coordinators new (office) area, along with moving all of her effects
- Moved building attendant's office and repainted the room
- Removed snow fence at the beach and started cleaning trails. Also removed LB Clarke snow fence
- Keeping up with burials, training staff on digging graves
- Since the COVID-19 pandemic, we are doing garbage runs twice a week due to home trash being left at the parks and waysides
- Getting all collection systems put on lawn mowers and finalizing winter maintenance on all equipment
- Park Lead Worker Position placed on hold
- Began tree branch and tree clean up where needed in the city
- Working on obtaining summer staff to be ready to start the season
- Upgraded lawnmowers and Ordered Whacker

Special Events & Athletics

- Attended a Teen Night meeting at TRHS on 3/2/20 -discussed future dates and possible programs for teens
- Attended a MYBA meeting 3/3/20 -discussed softball plans for 2020
- Attended Farmer's Market Meeting 3/4/20- organized and discussed the 2020 market would be look like (prior to COVID19 taking place)
- Assisted the Rusty Wallace rental with set up for the Roncolli Volleyball Tournament
- Updated 2020 Coaches volunteer information agreement packets
- Organized and conducted and Umpire and Coaches meeting on 3/12/20 for baseball and softball for 2020 season
- Updated Food truck policies for 2020 (*working with Greg Buckley*)
- Completed spreadsheets for softball/baseball - Zoom meeting MYBA on 3/25/20 softball on what to do after STAY AT HOME orders put in affect
- Reviewed and updated past seasonal employees lists
- Updated on TR Event Calendar and Street Closure list and emailed appropriate Community leaders.
- Updated 2020 Men's Softball League Packet
- Moved into new office and organized
- Updated and postponed several programs scheduled for March and April

Administration

- Special Events & Athletics Recreation Coordinator to Full Time status
- Rec Coordinator supervising and overseeing the community house attendants and Conducted 2 interviews on 3/5/20 for park attendant and building attendant
- Recreation Director position posted
- Community House Closed March 17 until April 6 - - COVID-19
- Issued refunds or account credits for the cancelation of the remaining March Facility reservations
- Fitness Center equipment quotes received
- Staff completed final review of the program brochure
- Tree City designation approved
- Receiving \$25,000 additional funds from the DNR Forestry Catastrophic Grant
- Advisory Recreation Board meetings canceled until COVID-19 restrictions lifted

JE Hamilton Community House Program Rental March 2020

Programs (Senior Center)	Number	Room
Art & Craft Classes	12	Library
Benefit Specialist/Medicare Review	1	Koska
Bingo	72	Koska
Blood Pressure	5	Koska
Book Club		Library
Books & Puzzles	13	Library
Bowling League (resumes Feb)	23	Koska
Bowling - Wii	14	Koska
Card Creators	15	Library
Chorus	18	Library
Dartball	28	Koska
Dominos	8	Library
Exercise - Arthritis	9	Behringer
Exercise - Drumming		Behringer
Exercise - Line Dancing	16	Gym
Exercise - Morning Walking	34	Gym
Exercise - Silver Sneakers (ROM & Yoga)	185	Behringer Room
Exercise - Simply Seniors	54	Gym
Exercise - Zumba Gold		Gym
Exercise - Zumba Gold Chair		
Foot Care	13	Conference Room
Frustration Dice Game	16	Koska
Heat Assistance		Conference Room
Holiday Party-St Patricks Day		Koska/Behringer/Gym
Information & Assistance	881	Koska
Knit & Stitch	3	Library
Legal Assistance		Conference Room
Mahjong	18	Library
Meetings - Friends Board/COA	9	Conference Room
Movie Matinee	34	Koska
Newsletter Assembly		Koska
Nutrition: Noon Lunch	246	Koska
Nutrition: Meals on Wheels	777	Koska
Quilting	9	Library
Red Hattitudes		Library
Sheepshead/Cribbage	28	Koska
Special Event		Koska/Behringer/Gym
Special Meals		Koska
Special Programs/Theme Days		Koska
Special Speaker	23	Koska
Trash to Treasure Sale (spring and fall)		Behringer
Tax Assistance	62	Behringer
Trips	2	Koska
TRUST Transportation	185	
Visitors**	806	Koska
Volunteer (Kitchen, Office, Newsletter, Etc)	86	
Participants usage at J.E.H.C.H.	3705	
Volunteer Hours Recorded at Senior Center	998	
Number of Individual Volunteers through Se	99	
Total # Contacts Records	4,619	

Attachment: Park Rec Mar Report (2565 : Department Reports)

JE Hamilton Community House Program Rental March 2020

Total # People in Contact	1167	
Total # New Contacts	24	
Rentals		
Booth Basketball Party	35	Gym
Harding Birthday Party	20	Koska Room
Heinen Birthday people	30	Behringer Room
Home School Gym	100	Gym
Reindl Nerf War	20	Gym
Ron Strong-fitness taining	35	Racquetball Ct./Stage
TRCCS Volleyball Tournament	300	Gym
Trivia	160	Gym
Rental Usage Total	700	
Programs (Rec)		
Community Garden Meeting	30	Koska Room
Friends of Two Rviers Sr. Center Concert	175	Gym
All Dance	200	Koska
Coaches Meeting	25	Koska Room
Cooking Class	6	Sr. Kitchen
Firm & Burn	88	Behringer room
Fitness Center	355	Fitness Center /3-16 Buliding clo
Open Gym / School's Out Building Closed	0	Gym
Open Gym / Drop In	9	Gym
Pickle Ball/Drop In	120	Gym
Taekwondo	72	Gym
Teen Night	17	Gym
Youth Racquetball Lessons	21	Racquetball Ct.
Umpire Meeting	0	Koska Room
Program Participation Total	1118	

Attachment: Park Rec Mar Report (2565 : Department Reports)



Municipal Electric Utilities of Wisconsin
Service. Advocacy. Safety.
 725 Lois Drive
 Sun Prairie, WI 53590
 T: 608-837-2263
 F: 608-837-0206
www.meuw.org

Two Rivers
March 2020

Prepared By: Ken Kozak/Mike C – MEUW Regional Safety Coordinator

SAFETY REPORT

ACCOMPLISHMENTS

1. **Training**
 - a. No Trainings
2. **Audits/Inspections**
 - a. No Inspections
3. **Compliance/Risk Management**
 - a. Revising Written Safety & Health Program
 - i. Entire Safety Manual has been reviewed and under revision. Waiting for files from MEUW.
 - b. DSPS Injury & Illness Log Submittals
 - i. Summary form needs is posted from February 1 until April 30 where employees are likely to observe it
 - c. COVID weekly calls and spreadsheet is available, resources on MEUW website

GOALS AND OBJECTIVES

1. **Training**
 - a. No trainings scheduled
2. **Audits/Inspections**
 - a. Field Inspection
 - b. Facility Inspection
3. **Compliance/Risk Management**

Candidate search is underway for a new Regional Safety Coordinator. Until a replacement has been hired, if there are any questions, concerns, or safety related needs, please reach out to MEUW Safety Manager, Mike Czuprynski at (608) 393-7702.

Attachment: Safety Report TR (2565 : Department Reports)

ULTRAFILTRATION FACILITY MONTHLY OPERATING REPORT

ULTRAFILTRATION MEMBRANE FACILITY PRODUCTION

TOTAL PRODUCTION	26,951,140	GAL/MONTH
LESS BACKWASH WATER	3,849,230	GAL/MONTH
WATER TO CITY	23,101,910	GAL/MONTH
MAX. DAILY WATER PRODUCTION	934,180	GAL/DAY
MIN. DAILY WATER PRODUCTION	832,860	GAL/DAY
AVERAGE DAILY WATER PRODUCTION	869,390	GAL/DAY

TOTAL PRODUCTION	26951140	GAL/MONTH
WATER TO CITY	23101910	GAL/MONTH

PUMP OPERATION

LOWLIFT PUMPS

1	2	3	
240	240	264	HR/MO
7.74	7.74	8.52	HR/DAY

HIGHLIFT PUMPS

1	2	3	4	
0	0	744	0	HR/MO
		24		HR/DAY

CHEMICAL USAGE

INTAKE SODIUM HYPOCHLORITE
 PRE MEMBRANE HYPOCHLORITE
 POST SODIUM HYPOCHLORITE
 RESERVOIR HYPOCHLORITE
 50% SODIUM HYDROXIDE
 FLUORIDE
 50% CITRIC ACID
 CLEARITAS

USED FOR PRODUCTION ONLY

POUNDS USED	PMG	PPM
0.0	0.00	0.00
4200.0	0.18	0.00
2231.4	0.08	0.00
71.0	0.00	0.00
981.0	0.00	0.00
682.4	0.03	0.00
14 gals	----	----

RESERVOIR OPERATIONS

HOURS OF OPERATION
 PUMP HOURS PER MONTH

HR/MONTH			
PUMP 7	PUMP 8	PUMP 9	TOTAL
408	0	336	744
		6,949,000	GAL/MONTH
		241,000	GAL/DAY
		212,000	GAL/DAY
		224,161	GAL/DAY

TOTAL GALLONS PUMPED PER MONTH
 MAXIMUM GALLONS PER DAY
 MINIMUM GALLONS PER DAY
 AVERAGE GALLONS PER DAY

REPORT PREPARED BY

Garret Wachowski / RB

DATE

4/7/2020

Attachment: Water Mar Report (2565 : Department Reports)

Fire Department Monthly Report

10.B.2.h

February 2020

			Monthly		Year to Date 2020			Year to Year 2019			
Total Incident Responses				160		311		330			
EMS Response	Total EMS Incidents			150		284		311			
	Total Patients			150		134		279			
	On Scene			150		227		212			
	Interfacility Transports			61		118		131			
	Intercepts			0		0		7			
	Other			0		0		2			
EMS Revenue	Date of Service Report		Monthly		Year to Date 2020			Year to Year 2019			
EMS Operations Billing Information	SDC and TRIP Revenue		\$364.67		\$1,665.30			\$14,724.78			
	Charges		\$271,118.00		\$271,118.00			\$322,833.10			
	Payments		\$31,762.04		\$69,946.14			\$139,375.48			
	Adjustments		\$28,509.72		\$44,490.72			\$142,440.69			
	Change + or - in Accounts Receivable		\$233,238.56		\$255,441.66			\$41,016.93			
Monthly Collection Percentage			11.72%		25.80%			43.17%			
Fire Incidents	Total Fire Incidents			10		27		12			
	Structural			0		1		0			
	Fire Other			1		3		0			
	Unauthorized			1		0		0			
	Hazardous Condition			1		4		6			
	False / Cancelled			5		7		4			
	Service Calls			2		2		2			
Overlapping Calls				8		24		63			
Occup/ Inspect	Total Inspections			23		34		0			
	General		0	23		34		0			
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See attached training summary											
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Totals / Events	Staff Hours	Participants	8	31	15	9	33	15	3	5.5	76
CPR Classes	Staff Hours	Participants	7	29	9	8	29	9	6	16	45
Station Tours	Staff Hours	Participants	1	2	6	1	3	6	1	1	30
Presentations	Staff Hours	Participants	0	0	0	0	1	0	1	1	9
Maintenance			Monthly			Year to Date 2020			Year to Year 2019		
Total Hours			219.4			438.6			490.5		
Building Care, Cleaning, Maintenance			80.55			145			194		
Grounds Care			22.5			31.25			50		
Vehicle Checks			93.25			224.25			185		
Vehicle Cleaning			17.5			25.5			39		
Vehicle Maintenance			5.6			12.6			22.5		
Current Events											
COVID-19 Planning											
Suspension of public activities											
Continued integration of Lifequest billing service											
*Billing numbers reflect statements from EMS Medical billing (old) and Lifequest (new) billing companies											

Attachment: TRFD February Report 2020 (2565 : Department Reports)

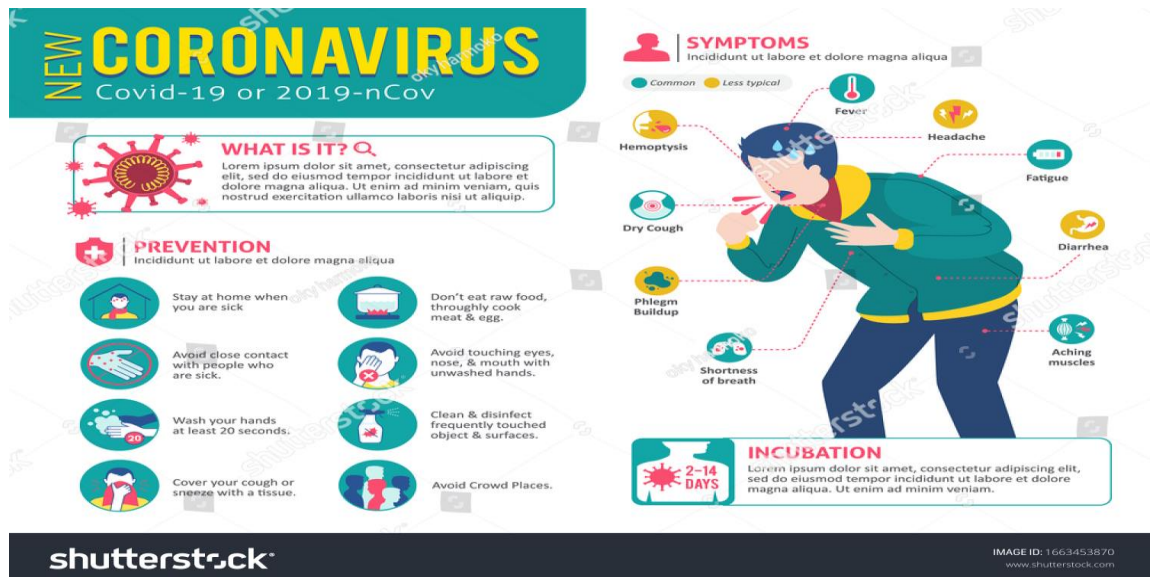
Monthly EMS Training Report for February 2020

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

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Notable Events

- COVID-19 Protocols, Policies, and Education
- Daily updates to staff regarding COVID-19
- PPE review and infectious control education
- All TRFD Paramedics continued Paramedic/CCP Refresher (Internet Based)
- All TRFD shifts completed QI/QA driven COVID-19 Training
- Daily collaboration with relevant community partners
- TEMS Operation plan updated with the State of WI
- Daily communication with Medical Director



EMS: 120 hrs

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Community Based Paramedic Outreach: 60 hours**COVID-19 PREVENTION and INFORMATION**

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>


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- **Public health meetings (COVID-19)**
- **Health Department Meeting updates (COVID-19)**
- **Operational collaboration with various agencies**
- **Phone calls to citizen's at risk**
- **Collaboration with Public Health and other area agencies**
- **Community Education**

Coronavirus	Flu	Allergies
Common symptoms <ul style="list-style-type: none"> • Fever • Cough • Shortness of Breath 	<ul style="list-style-type: none"> • Fever • Cough • Sore throat • Headaches • Fatigue (tiredness) • Muscle or body aches • Runny or stuffy nose 	<ul style="list-style-type: none"> • Sneezing • Itchy, runny, or blocked nose • Itchy, red, watering eyes • Wheezing, chest tightness • Shortness of breath, cough

www.iaff.org/coronavirus



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](tel:920-793-5521)

Cell: [920-901-3810](tel: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>



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

April 13, 2020

Mr. Glenn Joski, President
Advance Construction
2141 Woodale Avenue
Green Bay, WI 54313

RE: City of Two Rivers Utility Improvements—Madison Street and 25th Street

Dear Mr. Joski:

After careful consideration, our City's management team has determined that, in light of the current COVID-19 emergency and public concerns about COVID-19 virus exposure, it is not in the best interest of the City, nor the residents of the project area, to proceed with the above-cited project in 2020. A recommendation to this effect will be presented to the City Council at its next meeting, on April 20, 2020.

Accordingly, the City will not be returning executed copies of contracts for this project and will—in all likelihood—be rebidding this work as a project to be constructed in 2021.

This project involves inspecting the water service laterals and sanitary sewer service laterals in 53 private residences. We expect that the vast majority of the water services are lead or galvanized, and will need to be replaced in their entirety (both public side and private side), in accordance with provisions of City Ordinances and recommendations of the Wisconsin Department of Natural Resources. Further, our City Code requires replacement of any defective “private side” sanitary sewer laterals, in conjunction with any sewer main replacement project.

Doing such “private side” work will require that City personnel and employees of the project contractor enter into each home in the project area multiple times, creating potential for exposure to the COVID-19 virus for both the residents of that home and the personnel entering to do the work. Even if permitted as “essential work” by law, we expect that many residents in the project area will have serious concerns about allowing entry into their homes. We do not know how long it might be before those concerns abate, even after emergency orders associated with the COVID-19 pandemic have been eased or ended.

If the City were to try to proceed with the project under these circumstances, we are also concerned that gaining access to private residences for inspections and related work would be very difficult. Resulting delays in the replacement of the private side water laterals could, in turn, jeopardize the City's Safe Drinking Water Loan Program funding for the project.

Attachment: Advance Construction Letter, signed 04.13.2020 (2595 : Not Proceed With Madison and 25th Streets Reconstruction Project)

Mr. Glenn Joski
 April 13, 2020
 Page 2

Provisions of The State's Intended Use Plan for the SDWLP's FY 2020 funding cycle include, in Section IX, "Replacement of Private Lead Service Lines:"

- "If a lead service line is discovered during construction of a watermain replacement project, and the complete lead service line is not replaced from the water main to the meter inside the home, the SDWLP will not provide funding for the entire block in which the partial replacement occurred;" and
- "When lead service lines are discovered during a watermain replacement project funded by SDWLP, and the private side of a lead service line is not able to be replaced at the same time as the public side, it is recommended that the private side replacement occur within 45 days but required that it occur within 180 days to be eligible for SDWLP funding. The water utility is also required to provide the customer with filtration during the time period between the public and private side replacements. Loan recipients will be required to certify that these requirements were met."

Again, given the ongoing COVID-19 emergency and the time constraints pose by our limited construction season in Wisconsin, the City of Two Rivers is legitimately concerned that, if we were to proceed with this project, we could face the very real prospect of becoming disqualified for some or all of the SDWLP funding. That funding amounts to \$426,000--a big chunk of the project budget.

The City is also concerned that the current "Safer at Home" order and concerns about social distancing make it very difficult to hold effective public information meetings on the project.

We regret having to reach this decision. This is an important infrastructure project and we were looking forward to working with Advance Construction to get this work done. But there are simply too many unknowns associated with the current pandemic situation, so for reasons of public health, regulatory compliance and project financing, as cited in this letter, we will not be proceeding. We are confronted with unique, difficult circumstances, which could not have been foreseen at the time the project was bid.

We have enjoyed working with Advance Construction on past projects and look forward to your company bidding on future projects with the City of Two Rivers.

Again, I anticipate that the City Council will take formal action to not proceed with this project at its meeting on Monday, April 20, 2020.

Feel free to contact me if you have any questions or concerns.

Sincerely,



Gregory E. Buckley
 City Manager

CC: Jim McDonald, City Engineer
 Ross Blaha, Water Utility Director
 Greg Droessler, Town & Country Engineers



**RESOLUTION
DECLARING INTENT TO NOT PROCEED WITH
MADISON AND 25TH STREETS RECONSTRUCTION PROJECT
DUE TO COVID-19 PANDEMIC EMERGENCY**

WHEREAS, the City of Two Rivers on February 27, 2020 opened bids for the reconstruction of portions of Madison and 25th Streets, including all water, sanitary sewer and storm sewer utility infrastructure beneath those streets and the utility service laterals serving more than 50 homes located in the project area; and

WHEREAS, the City Council voted on March 2, 2020 to award the contract for this project, to low bidder Advance Construction of Green Bay; and

WHEREAS, in the days following March 2, our state and nation became increasingly concerned about the threat to public health caused by the Coronavirus or COVID-19 virus, a highly contagious new virus that has spread across the globe, resulting in widespread illness and death; and

WHEREAS, in Wisconsin, concerns about the spread of this disease and resulting illness and deaths prompted our Governor on March 12 to declare a statewide Health Emergency and on March 16 to issue an Executive Order titled “Safer at Home,” which includes various measures intended to assure “social distancing” and thereby deter the spread of this global pandemic within our state; this Executive Order, originally set to expire on April 26, has since been extended to May 26; and

WHEREAS, the City of Two Rivers has likewise issued an emergency declaration to enforce social decision locally, both to protect the general public and to protect City employees who provide essential services; this declaration has closed many City facilities to the public, mandated safe work practices, and restricted entry into residences by utility employees to emergency situations only; and

WHEREAS, the Madison and 25th Streets project addressed herein requires employees of the City and the contractor to enter into private residences in the project area on multiple occasions, to perform inspections of “private side” water and sewer laterals and to perform work replacing such laterals; and

WHEREAS, such activity during this pandemic emergency, whose duration at this time is unknown, would pose the risk of exposing the residents of those homes, City employees and contractor employees to the COVID-19 virus; and

WHEREAS, even after any pandemic-related emergency orders have been eased or ceased to have effect, there will likely be major concerns among the citizenry, especially among vulnerable populations, about allowing city employees or contractors enter their homes, making access for lateral replacement difficult; and

WHEREAS, in addition to wishing to protect residents in project area from potential virus exposure, the City is mindful of provisions in its own ordinances and the rules governing the Safe Drinking Water Loan Program that is funding a large portion of this project, which require timely replacement of any “private side” lead water service lateral whenever the “public side” of such lateral (the portion within the public street right-of-way) is replaced; and

WHEREAS, provisions of the Safe Drinking Water Loan Program further provide that such replacement of any lead “private side” lateral must be completed within 180 days after the “public side” of the lateral is replaced, or the Safe Drinking Water Loan Program funding for that entire block will be forfeited; concerns about such a possible loss of funding make it imprudent to consider commencing the work within the public right-of-way, in the hope that the private side work can somehow be completed during the 2020 construction season;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Two Rivers, in light of the major concerns stated herein, which were unforeseen at the time project bids were opened or considered for award, hereby directs the City Manager to inform both Advance Construction and representatives of the State’s Environmental Loan Fund Programs (Safe Drinking Water and Clean Water Funds) of the City Council’s decision to NOT PROCEED with the Madison and 25th Streets Reconstruction Project in 2020, for the reasons stated in this resolution and in the City Manager’s letter of April 13, 2020 to Advance Construction (copy attached); and

BE IT FURTHER RESOLVED, that the City Council hereby declares its intent to again seek State financing assistance and to re-bid this project for the 2021 construction season, assuming that concerns and limitations related to the COVID-19 pandemic have sufficiently abated; and

BE IT FURTHER RESOLVED, that the City Council hereby rescinds its action taken on April 16, setting a public hearing on proposed special assessments associated with this project; and

BE IT FURTHER RESOLVED, that the Public Works Director is directed to send a letter to all owners of properties in the project area, advising them of the cancelation of this 2020 project, as well as the City’s plans to proceed in 2021.

Approved this 20th day of April 2020.

Council Member

Gregory E. Buckley, City Manager

City Manager's Office 04.17.2020

2020 Proposed Borrowing--Summary

General Obligation Borrowing in 2020

1. **\$1,200,000 already borrowed for WI Retirement Unfunded Liability**, approved by Council in November, borrowed in January (10-yr G.O. Trust Fund Loan at 3.25%, up for refinancing on April 20)
2. **\$550,000 Short-Term Borrowing for W&S Projects** (3-yr. G.O. Trust Fund Loan at 2.50%; borrowing approved at April 6 City Council meeting)
3. **\$1,330,000 for 2020 Capital Projects** (April 20 CC agenda; 10-yr. G.O. Trust Fund Loan at 2.75% or market issue)
4. **\$550,000 borrowing for Land Acquisition for Redevelopment** (April 20 CC agenda; 10-yr. G.O. Trust Fund Loan at 3.0%)
5. **\$250,000 borrowing for TID 13 grant** (April 20 CC agenda; 20-yr. G.O. Trust Fund loan at 3.5 %)

TOTAL: \$3,880,000

2020 Budget as adopted anticipated **\$2,950,000** in new G.O. borrowing, bringing total G.O. Debt to 69.95 percent of statutory debt limit—see attached excerpt from 2020 Debt Service Budget, Page 2.

Now propose **\$3,880,000** in new G.O. borrowing, bringing total G.O. Debt to 73.49 percent of statutory limit—see attached excerpt from 2020 Debt Service Budget, Page 3. Added borrowing is \$550,000 in short-term (3-year) debt, to be repaid from charges to property owners for private lateral installations and \$550,000 in 10-year debt for purchase of that portion of the Hamilton property that City plans to market for redevelopment.

Utility Borrowing in 2020

\$1,073,000 15-Year Stormwater Utility borrowing for 2020-21 projects from State Trust Fund at 4.5 percent

Estimated \$500,000 20-Year Stormwater Utility borrowing for Riverview Pond from Clean Water Fund at 1.76 percent (current estimate; varies based on market rates). NOTE: Project cost could increase substantially, due to recent discovery of landfilled materials at pond site.

Attachment: 2020 Proposed Borrowing Summary (2601 : General Obligation Promissory Notes \$5,975,000)

**CITY OF TWO RIVERS
DEBT AND LEGAL DEBT MARGIN SUMMARY**

GENERAL OBLIGATION DEBT					
	Final Payment	Balance 01/01/20	New Debt	Principal Payments Budgeted	Balance 12/31/20
2010 GO Promissory Notes		\$ 60,000		\$ 60,000	\$ -
Original Issue 530,000	04/01/20				
2012 GO Promissory Notes		\$ 685,000		\$ 220,000	\$ 465,000
Original Issue 1,530,000	04/01/22				
2013 State Trust Fund Loan		\$ 498,795		\$ 119,643	\$ 379,152
Original Issue 1,162,358	03/15/23				
2015 State Trust Fund Loan		\$ 866,609		\$ 65,024	\$ 801,585
Original Issue 1,120,000	03/15/30				
2016 State Trust Fund Loan (GF Portion Only)		\$ 930,673		\$ 121,399	\$ 809,274
Original Issue 1,280,000	03/15/26				
2016 State Trust Fund Loan		\$ 256,188		\$ 39,341	\$ 216,847
Original Issue 367,000	03/15/25				
2016 State Trust Fund Loan		\$ 1,239,158		\$ 250,526	\$ 988,632
Original Issue 1,941,374	03/15/24				
2016 WPPI Loan for City Street Lighting		\$ 20,233		\$ 3,035	\$ 17,198
Original Issue 30,350	08/01/26				
2017 State Trust Fund Loan		\$ 1,426,289		\$ 183,235	\$ 1,243,054
Original Issue 1,772,340	03/15/26				
2017 State Trust Fund Loan		\$ 1,055,000		\$ 130,000	\$ 925,000
Original Issue 1,300,000	03/15/26				
2018 State Trust Fund Loan		\$ 943,727		\$ 87,155	\$ 856,572
Original Issue 1,000,000	03/15/28				
2018 State Trust Fund Loan		\$ 340,000		\$ 340,000	\$ -
Original Issue 675,000	03/15/20				
2019 GO Promissory Notes		\$ 1,785,000		\$ -	\$ 1,785,000
Original Issue 1,785,000	04/01/29				
2019 State Trust Fund Loan		\$ 500,000		\$ 47,984	\$ 452,016
Original Issue 500,000	03/15/29				
2019 State Trust Fund Loan		\$ 750,000		\$ -	\$ 750,000
Original Issue 750,000	03/15/39				
2019 GO Refunding Bonds		\$ 3,210,000		\$ 160,000	\$ 3,050,000
Original Issue 3,210,000	04/01/34				
2019 State Trust Fund Loan		\$ 146,020		\$ 45,115	\$ 100,905
Original Issue 520,750 (partial refinance)	03/15/23				
Budgeted New Debt		\$ 2,950,000			\$ 2,950,000
SUBTOTAL-PAID BY DEBT SERVICE FUND		\$ 14,712,692	\$ 2,950,000	\$ 1,872,458	\$ 15,790,235
Other Debt Subject to Legal Debt Margin					
2010 GO Refunding Bonds-Paid by Water	04/01/30	\$ 905,000		\$ 65,000	\$ 840,000
2010 GO Refunding Bonds-Paid by Sewer	04/01/30	\$ 705,000		\$ 55,000	\$ 650,000
2013 Lead Water Service Replacement Loan	05/01/29	\$ 215,183		\$ 19,059	\$ 196,124
2013 Library HVAC Retrofit Loan - Paid by Library	06/02/23	\$ 43,887		\$ 12,908	\$ 30,979
2013 Water Reservoir Pump Replacement	04/28/23	\$ 4,692		\$ 1,408	\$ 3,284
2013 Water Pump and Compressor	12/28/23	\$ 18,730		\$ 4,682	\$ 14,048
2016 State Trust Fund Loan - Paid by Water	03/15/26	\$ 101,792		\$ 13,278	\$ 88,514
2010 Clean Water Loan (Carron Pond)	05/01/29	\$ 308,973		\$ 26,763	\$ 282,210
2010 Clean Water Loan (Wentker Pond)	05/01/29	\$ 514,339		\$ 44,551	\$ 469,788
SUBTOTAL-PAID BY OTHER FUNDS		\$ 2,817,596	\$ -	\$ 242,649	\$ 2,574,947
AMOUNT SUBJECT TO LEGAL DEBT MARGIN		\$ 17,530,289	\$ 2,950,000	\$ 2,115,107	\$ 18,365,182
Bond Anticipation/Note Anticipation Notes					
Total G.O. Debt		\$ 17,530,288.71	\$ 2,950,000.00	\$ 2,115,106.63	\$ 18,365,182.08
LEGAL DEBT MARGIN (per annual audit report)					
	12/31/2017	12/31/2018	PROJECTED 12/31/2019	Budgeted 12/31/2020	
State Equalized Valuation	\$ 511,532,900	\$ 496,244,600	\$ 525,096,800	\$ 525,096,800	
Legal Debt Percentage	5%	5%	5%	5%	
Legal Debt Limit	\$ 25,576,645	\$ 24,812,230	\$ 26,254,840	\$ 26,254,840	
Total General Obligation Debt	\$ 18,048,289	\$ 16,906,149	\$ 17,530,289	\$ 18,365,182	
Available Fund Balance in Debt Service Fund	\$ 36,309	\$ -	\$ -	\$ -	
Legal Debt Margin	\$ 7,564,665	\$ 7,906,081	\$ 8,724,551	\$ 7,889,658	
Percent of Legal Debt Capacity	70.42%	68.14%	66.77%	69.95%	
Debt Goal Max (60% of Legal Debt Limit)	15,345,987	14,887,338	15,752,904	15,752,904	
Debt Goal Margin	(2,702,302)	(2,018,811)	(1,777,385)	(2,612,278)	
Percent of Debt Goal Capacity	117.61%	113.56%	111.28%	116.58%	

Attachment: 2020 Proposed Borrowing Summary (2601 : General Obligation Promissory Notes \$5,975,000)

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Attachment: 2020 Proposed Borrowing Summary (2601 : General Obligation Promissory Notes \$5,975,000)



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Naples
Phoenix
Scottsdale
Tampa
Tucson
Washington, D.C.

April 16, 2020

VIA EMAIL

Mr. Gregory E. Buckley
City Manager
City of Two Rivers
1717 East Park Street
Two Rivers, WI 54241

Scope of Engagement Re: Proposed Issuance of \$5,975,000 City of Two Rivers (the "City") General Obligation Promissory Notes (the "Securities")

Dear Greg:

We are pleased to be working with you again as the City's bond counsel and disclosure counsel. Thank you for your confidence in us.

The purpose of this letter is to set forth the role we propose to serve and responsibilities we propose to assume as bond counsel and disclosure counsel in connection with the issuance of the above-referenced Securities. If you have any questions about this letter or the services we will provide, or if you would like to discuss modifications, please contact me.

Role of Bond Counsel

Our bond counsel engagement is a limited, special counsel engagement. Bond counsel is engaged as a recognized independent expert whose primary responsibility is to render an objective legal opinion with respect to the authorization and issuance of municipal obligations. If you desire additional information about the role of bond counsel, we would be happy to provide you with a copy of a brochure prepared by the National Association of Bond Lawyers.

As bond counsel we will: examine applicable law; prepare authorizing and closing documents; consult with the parties to the transaction, including the City's financial advisor or underwriter or placement agent, prior to the issuance of the Securities; review certified proceedings; and undertake such additional duties as we deem necessary to render the bond counsel opinion described below. As bond counsel, we do not advocate the interests of the City

QB\62289420.1

Attachment: Quarles Engagement Letter, \$5.975 GO Notes 04.16.2020 (2601 : General Obligation Promissory Notes \$5,975,000)

Mr. Gregory E. Buckley
 April 16, 2020
 Page 2

or any other party to the transaction. We assume that the parties to the transaction will retain such counsel as they deem necessary and appropriate to represent their interests in this transaction.

Subject to the completion of proceedings to our satisfaction, we will render our opinion that:

- 1) the Securities are valid and binding general obligations of the City;
- 2) all taxable property in the territory of the City is subject to ad valorem taxation without limitation as to rate or amount to pay the Securities; and
- 3) the interest paid on the Securities will be excludable from gross income for federal income tax purposes (subject to certain limitations which may be expressed in the opinion).

The bond counsel opinion will be executed and delivered by us in written form on the date the Securities are exchanged for their purchase price (the "Closing") and will be based on facts and law existing as of its date. In rendering the bond counsel opinion, we will rely upon the certified proceedings and other certifications of public officials and other persons furnished to us without undertaking to verify the same by independent investigation.

A form of our bond counsel opinion and a form of a Continuing Disclosure Certificate (which we may prepare) may be included in the Official Statement or other disclosure document for the Securities.

Role of Disclosure Counsel

Our disclosure counsel engagement is similarly a limited, special counsel engagement. As disclosure counsel, we will review the disclosure document prepared in connection with the sale of the Securities, namely the Official Statement, Private Placement Memorandum, or similar documents (the "City's Offering Document"). It is the City's responsibility to verify the information contained in the materials provided to us or confirmed for us by the City. We will not undertake an independent investigation to verify the accuracy or completeness of this information, beyond reviewing the materials provided to us or confirmed for us by the City. Nor will we render any opinion or make any representation as to the suitability of the Securities for investment by any investor.

In our capacity as the City's disclosure counsel, we will review the City's Offering Document and undertake due diligence with respect to the material representations therein so that we may provide the negative assurance letter described in the following paragraph. Our due

Mr. Gregory E. Buckley
 April 16, 2020
 Page 3

diligence will consist of reviewing materials provided to us or confirmed for us by the City; reviewing the City's responses to questions posed in a due diligence questionnaire; assisting the City in its review of its continuing disclosure compliance in the last five years, if applicable (although the City is ultimately responsible for this review and such compliance); and discussing the City's Offering Document with the City and Robert W. Baird & Co. Incorporated, Milwaukee, Wisconsin ("Baird"). We may also maintain the materials provided to us or confirmed for us by the City in our files, and we expect to share certain of those materials with Baird, for its files.

Subject to satisfactory completion of our due diligence, we will provide the City with a negative assurance letter that:

based on our review of the City's Offering Document, our examination of certain materials provided by the City and its representatives, and our participation in conferences and conversations with the City and its representatives, no information has come to the attention of the attorneys in our firm rendering legal services in connection with the matter that has caused them to believe that the Preliminary Official Statement contained as of its date or the Final Official Statement contained as of its date or contains as of the date hereof any untrue statement of a material fact or omits to state any material fact required to be stated therein or necessary to make the statements made therein, in light of the circumstances under which they were made, not misleading; provided, however, we do not express any belief with respect to any financial and statistical data and forecasts, projections, numbers, estimates, assumptions and expressions of opinion, information about bond insurers, or any information regarding the Depository Trust Company and the book-entry system for the Securities contained or incorporated by reference in the City's Offering Document and its appendices, which we expressly exclude from the scope of this paragraph.

If requested, we may also provide Baird with a separate letter allowing it to rely on the above-described negative assurance letter.

Please note that our negative assurance letter is not a guarantee; although we expect our above-described due diligence review to assist the City in identifying, confirming and presenting potentially material information, neither our participation in the financing nor our provision of the above-described negative assurance letter will relieve the City of its obligations under the federal securities laws. As noted above, ultimate responsibility for disclosing to potential purchasers of the Securities all City information material to their investment decision rests with the City.

Mr. Gregory E. Buckley
 April 16, 2020
 Page 4

Limitations on Scope of Engagement; No Financial Advice; Conclusion of Representation

All matters and responsibilities other than those expressly set forth above are outside the scope of our engagement as the City's bond counsel and disclosure counsel. These include, without limitation, any obligation to any underwriter, placement agent or financial advisor involved with the issuance of the Securities, other than providing a reliance letter as described above, if applicable. In particular we wish to note that this engagement does not entail any responsibility for us to review matters or provide advice to any party with respect to such matters as the rules promulgated by the Municipal Securities Rulemaking Board ("MSRB"), "blue sky" securities law matters, or other general securities law matters pertaining to any party's status as a broker-dealer or municipal advisor.

Further, we are neither qualified nor engaged to provide financial advice, and hence we will make no representation whatsoever about the suitability of the Securities for purchase by investors, the desirability of the proposed plan of finance, the feasibility of the project(s) financed or refinanced by the Securities, or any such related matters.

Our responsibilities as bond counsel and disclosure counsel will be concluded with respect to this financing upon the delivery of our bond counsel opinion and negative assurance letter, respectively. Please note that, unless separately engaged, we will not provide any advice to the City on post-closing matters including, without limitation, (i) actions necessary to ensure that interest paid on the Securities will continue to be excluded from gross income for federal income tax purposes, (ii) regulatory surveys or audits of the Securities, (iii) actions necessary to comply with the continuing disclosure requirements applicable to the Securities.

Diversity of Practice; Consent to Unrelated Engagements

Because of the diversity of practice of our firm, members of our firm other than those who serve you may be asked to represent other clients who have dealings with the City regarding such matters as zoning, licensing, land division, real estate, property tax or other matters which are unrelated to our bond counsel and disclosure counsel work. Ethical requirements sometimes dictate that we obtain the City's consent to such situations even though our service to you is limited to the specialized area of bond counsel and disclosure counsel. We do not represent you in legal matters regularly, although we may be called upon for special representation occasionally, and our bond counsel and disclosure counsel work does not usually provide us information that will be disadvantageous to you in other representations. We do not believe that such representations of others would adversely affect our relationship with you, and we have found that local governments generally are agreeable to the type of unrelated representation described above. We would like to have an understanding with you that the City consents to our firm undertaking representations of this type. Your approval of this letter will serve to confirm

QB\62289420.1

Attachment: Quarles Engagement Letter, \$5.975 GO Notes 04.16.2020 (2601 : General Obligation Promissory Notes \$5,975,000)

Mr. Gregory E. Buckley
April 16, 2020
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that the City has no objection to our representation of other clients who have dealings with the City, unrelated to the borrowing and finance area or any other area in which we have agreed to serve it. If you have any questions or would like to discuss this consent further, please call us.

We also want to advise you that from time to time we represent financial advisors, placement agents and underwriters of municipal obligations. In transactions that are not related to the issuance of the Securities and our role as bond counsel and disclosure counsel, we have served and presently serve as counsel to Baird. We expect to be asked to represent advisors, agents and underwriters, including Baird, in future transactions that are similarly unrelated to the issuance of the Securities and our engagement as bond counsel and disclosure counsel. We do not believe that our representation of such clients on unrelated matters will in any way limit our representation of the City. By engaging our services under the terms of this letter, the City consents to our firm undertaking representations of such clients on unrelated matters as described above now and in the future.

Fees

Based upon: (i) our current understanding of the terms, structure, size and schedule of the financing, (ii) the duties we will undertake pursuant to this letter, (iii) the time we anticipate devoting to the financing, and (iv) the responsibilities we assume, we estimate that our fee will be \$12,500 for our services as bond counsel and \$6,875 for our services as disclosure counsel. Such fee and expenses may vary: (i) if the principal amount of Securities actually issued differs significantly from the amount stated above, (ii) if material changes in the structure of the financing occur, or (iii) if unusual or unforeseen circumstances arise which require a significant increase in our time, expenses or responsibility. If at any time we believe that circumstances require an adjustment of our original fee estimate, we will consult with you. It is our understanding that our fee will be paid out of proceeds of the Securities at Closing.

If, for any reason, the financing is not consummated or is completed without the rendition of our opinion as bond counsel, we will expect to be compensated at our normal hourly rates for time actually spent, plus out-of-pocket expenses. Our fee is usually paid either at the Closing out of proceeds of the Securities or pursuant to a statement rendered shortly thereafter. We customarily do not submit any statement until the Closing unless there is a substantial delay in completing the financing.

Terms of Engagement

Either the City or Quarles & Brady may terminate the engagement at any time for any reason by written notice, subject on our part to applicable rules of professional conduct. If the City terminates our services, the City is responsible for promptly paying us for all fees, charges, and expenses incurred before the date we receive termination. We reserve the right to withdraw from representing the City if, among other things, the City fails to honor the terms of this

Mr. Gregory E. Buckley
April 16, 2020
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engagement letter – including the City's failing to pay our bills, the City's failing to cooperate or follow our advice on a material matter, or our becoming aware of any fact or circumstance that would, in our view, render our continuing representation unlawful or unethical.

Unless previously terminated, our representation will terminate when we send to the City (or its representative) our final bill for services rendered. If the City requests, we will promptly return the City's original papers and property to you, consistent with our need to ensure payment of any outstanding bills. We may retain copies of the documents. We will keep our own files, including attorney work product, pertaining to our representation of the City. For various reasons, including the minimization of unnecessary storage expenses, we may destroy or otherwise dispose of documents and materials a reasonable time after termination of the engagement.

City Responsibilities

We will provide legal counsel and assistance to the City in accordance with this letter and will rely upon information and guidance the City and its personnel provide to us. We will keep the City reasonably informed of progress and developments, and respond to the City's inquiries. To enable us to provide the services set forth in this letter, the City will disclose fully and accurately all facts and keep us apprised of all developments relating to this matter. The officers and agents of the City will review the City's Offering Document, participate in a due diligence conference to review the City's Offering Document and provide a certificate as to the accuracy and completeness of the City's Offering Document stating that it does not contain any untrue statement of a material fact or omit to state a material fact necessary to make the statements therein not misleading. The City agrees to pay our bills for services and expenses in accordance with this engagement letter. The City will also cooperate fully with us and be available to attend meetings, conferences, hearings and other proceedings on reasonable notice, and stay fully informed on all developments relating to this matter.

Limited Liability Partnership

Our firm is a limited liability partnership ("LLP"). Because we are an LLP, no partner of the firm has personal liability for any debts or liabilities of the firm except as otherwise required by law, and except that each partner can be personally liable for his or her own malpractice and for the malpractice of persons acting under his or her actual supervision and control. As an LLP we are required by our code of professional conduct to carry at least \$10,000,000 of malpractice insurance; currently, we carry coverage with limits substantially in excess of that amount. Please call me if you have any questions about our status as a limited liability partnership.

Mr. Gregory E. Buckley
 April 16, 2020
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Conclusion and Request for Signed Copy

If the foregoing terms of this engagement are acceptable to you, please so indicate by returning a copy of this letter dated and signed by an appropriate officer, retaining the original for your files. If we do not hear from you within thirty (30) days, we will assume that these terms are acceptable to you, but we would prefer to receive a signed copy of this letter from you.

If you have any questions, please do not hesitate to contact me or my colleague Jeff Peelen at (414) 277-5773 at any time. We are looking forward to working with you and the City in this regard.

Very truly yours,

QUARLES & BRADY LLP

/s/ Brian G. Lanser

Brian G. Lanser

BGL:SMN:adb
 #910047.00065
 #910047.00067

cc: Mr. David Buss (via email)
 Ms. Kim Graves (via email)
 Ms. Lisa Kuehn (via email)
 Mr. Justin Fischer (via email)
 Ms. Rebekah Freitag (via email)
 Ms. Katherine Voss (via email)
 Mr. Alex Gore (via email)
 Ms. Jessica Lothman (via email)
 Ms. Dawn Leifer (via email)

Accepted and Approved:

CITY OF TWO RIVERS

By: 

Its: City Manager

Title

Date: 04/16/2020

QB\62289420.1

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF
\$5,975,000 GENERAL OBLIGATION PROMISSORY NOTES

WHEREAS, on March 16, 2020, the City Council of the City of Two Rivers, Manitowoc County, Wisconsin (the "City") adopted a resolution providing for the sale of General Obligation Promissory Notes (the "Notes") for public purposes, including paying the cost of street improvement projects, park and recreation projects, acquisition of municipal equipment and vehicles and other 2020 capital improvement program projects (collectively, the "Project") and refunding obligations of the City, including interest on them, specifically, State Trust Fund Loans, dated May 10, 2016, May 16, 2016, March 1, 2017, April 6, 2018 and June 5, 2018 (the "Refunded Obligations") (hereinafter the refinancing of the Refunded Obligations shall be referred to as the "Refunding");

WHEREAS, the City Council hereby finds and determines that the Project is within the City's power to undertake and therefore serves a "public purpose" as that term is defined in Section 67.04(1)(b), Wisconsin Statutes;

WHEREAS, the City Council deems it to be necessary, desirable and in the best interest of the City to refund the Refunded Obligations for the purpose of achieving debt service savings;

WHEREAS, the City is authorized by the provisions of Section 67.12(12), Wisconsin Statutes, to borrow money and issue general obligation promissory notes for such public purposes and to refinance its outstanding obligations; and

WHEREAS, it is the finding of the City Council that it is necessary, desirable and in the best interest of the City to sell the Notes to Robert W. Baird & Co. Incorporated (the "Purchaser"), pursuant to the terms and conditions of its note purchase proposal attached hereto as Exhibit A and incorporated herein by this reference (the "Proposal").

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City that:

Section 1. Authorization and Sale of the Notes. For the purpose of paying the cost of the Project and the Refunding, there shall be borrowed pursuant to Section 67.12(12), Wisconsin Statutes, the principal sum of FIVE MILLION NINE HUNDRED SEVENTY-FIVE THOUSAND DOLLARS (\$5,975,000) from the Purchaser in accordance with the terms and conditions of the Proposal. The Proposal is hereby accepted and the City Manager and City Clerk or other appropriate officers of the City are authorized and directed to execute an acceptance of the Proposal on behalf of the City. To evidence the obligation of the City, the City Manager and City Clerk are hereby authorized, empowered and directed to make, execute, issue and sell to the Purchaser for, on behalf of and in the name of the City, Notes aggregating the principal amount of FIVE MILLION NINE HUNDRED SEVENTY-FIVE THOUSAND DOLLARS (\$5,975,000) for the sum set forth on the Proposal, plus accrued interest to the date of delivery.

Section 2. Terms of the Notes. The Notes shall be designated "General Obligation Promissory Notes"; shall be issued in the aggregate principal amount of \$5,975,000; shall be

Attachment: Two Rivers 2_Resolution_GOPN (2601 : General Obligation Promissory Notes \$5,975,000)

dated May 21, 2020; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates per annum and mature on April 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit B-1 and incorporated herein by this reference. Interest shall be payable semi-annually on April 1 and October 1 of each year commencing on April 1, 2021. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Notes is set forth on the Debt Service Schedule attached hereto as Exhibit B-2 and incorporated herein by this reference (the "Schedule").

Section 2A. Designation of Maturities. For purposes of State law, the Notes are designated as being issued to pay and discharge the debts incurred by the City through the issuance of the Refunded Obligations (and any obligations refunded by the Refunded Obligations) in the order in which those debts were incurred, so that the Notes of the earliest maturities are considered to be issued to discharge the debts which were incurred first and the Notes of the later maturities are considered to be issued to finance the Project.

Section 3. Redemption Provisions. The Notes maturing on April 1, 2029 and thereafter are subject to redemption prior to maturity, at the option of the City, on April 1, 2028 or on any date thereafter. Said Notes are redeemable as a whole or in part, and if in part, from maturities selected by the City, and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption.

If the Proposal specifies that any of the Notes are subject to mandatory redemption, the terms of such mandatory redemption shall be set forth on an attachment hereto as Exhibit MRP and incorporated herein by this reference. Upon the optional redemption of any of the Notes subject to mandatory redemption, the principal amount of such Notes so redeemed shall be credited against the mandatory redemption payments established in Exhibit MRP for such Notes in such manner as the City shall direct.

Section 4. Form of the Notes. The Notes shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit C and incorporated herein by this reference.

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Notes as the same becomes due, the full faith, credit and resources of the City are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the City a direct annual irrepealable tax in the years 2020 through 2029 for the payments due in the years 2021 through 2030 in the amounts set forth on the Schedule.

(B) Tax Collection. So long as any part of the principal of or interest on the Notes remains unpaid, the City shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Notes, said tax shall be, from year to year, carried onto the tax roll of the City and collected in addition to all other taxes and in the same manner and at the same time as other

taxes of the City for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

(C) Additional Funds. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said Notes when due, the requisite amounts shall be paid from other funds of the City then available, which sums shall be replaced upon the collection of the taxes herein levied.

Section 6. Segregated Debt Service Fund Account.

(A) Creation and Deposits. There be and there hereby is established in the treasury of the City, if one has not already been created, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Debt service or sinking funds established for obligations previously issued by the City may be considered as separate and distinct accounts within the debt service fund.

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for General Obligation Promissory Notes, dated May 21, 2020" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Notes is fully paid or otherwise extinguished. There shall be deposited into the Debt Service Fund Account (i) all accrued interest received by the City at the time of delivery of and payment for the Notes; (ii) any premium not used for the Refunding which may be received by the City above the par value of the Notes and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Notes when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Notes when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Notes until all such principal and interest has been paid in full and the Notes canceled; provided (i) the funds to provide for each payment of principal of and interest on the Notes prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Notes may be used to reduce the next succeeding tax levy, or may, at the option of the City, be invested by purchasing the Notes as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account. Any investment of the Debt Service Fund Account shall at all times conform with the provisions of the Internal Revenue Code of 1986, as amended (the "Code") and any applicable Treasury Regulations (the "Regulations").

(C) Remaining Monies. When all of the Notes have been paid in full and canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service Fund Account shall be transferred and deposited in the general fund of the City, unless the City Council directs otherwise.

Section 7. Proceeds of the Notes; Segregated Borrowed Money Fund. The proceeds of the Notes (the "Note Proceeds") (other than any premium not used for the Refunding and accrued interest which must be paid at the time of the delivery of the Notes into the Debt Service Fund Account created above) shall be deposited into a special fund (the "Borrowed Money Fund") separate and distinct from all other funds of the City and disbursed solely for the purpose or purposes for which borrowed. Monies in the Borrowed Money Fund may be temporarily invested in Permitted Investments. Any monies, including any income from Permitted Investments, remaining in the Borrowed Money Fund after the purpose or purposes for which the Notes have been issued have been accomplished, and, at any time, any monies as are not needed and which obviously thereafter cannot be needed for such purpose(s) shall be deposited in the Debt Service Fund Account.

Section 8. No Arbitrage. All investments made pursuant to this Resolution shall be Permitted Investments, but no such investment shall be made in such a manner as would cause the Notes to be "arbitrage bonds" within the meaning of Section 148 of the Code or the Regulations and an officer of the City, charged with the responsibility for issuing the Notes, shall certify as to facts, estimates, circumstances and reasonable expectations in existence on the date of delivery of the Notes to the Purchaser which will permit the conclusion that the Notes are not "arbitrage bonds," within the meaning of the Code or Regulations.

Section 9. Compliance with Federal Tax Laws. (a) The City represents and covenants that the projects financed by the Notes and by the Refunded Obligations and the ownership, management and use of the projects will not cause the Notes or the Refunded Obligations to be "private activity bonds" within the meaning of Section 141 of the Code. The City further covenants that it shall comply with the provisions of the Code to the extent necessary to maintain the tax-exempt status of the interest on the Notes including, if applicable, the rebate requirements of Section 148(f) of the Code. The City further covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Notes) if taking, permitting or omitting to take such action would cause any of the Notes to be an arbitrage bond or a private activity bond within the meaning of the Code or would otherwise cause interest on the Notes to be included in the gross income of the recipients thereof for federal income tax purposes. The City Clerk or other officer of the City charged with the responsibility of issuing the Notes shall provide an appropriate certificate of the City certifying that the City can and covenanting that it will comply with the provisions of the Code and Regulations.

(b) The City also covenants to use its best efforts to meet the requirements and restrictions of any different or additional federal legislation which may be made applicable to the Notes provided that in meeting such requirements the City will do so only to the extent consistent with the proceedings authorizing the Notes and the laws of the State of Wisconsin and to the extent that there is a reasonable period of time in which to comply.

Section 10. Designation as Qualified Tax-Exempt Obligations. The Notes are hereby designated as "qualified tax-exempt obligations" for purposes of Section 265 of the Code, relating to the ability of financial institutions to deduct from income for federal income tax purposes, interest expense that is allocable to carrying and acquiring tax-exempt obligations.

Section 11. Execution of the Notes; Closing; Professional Services. The Notes shall be issued in printed form, executed on behalf of the City by the manual or facsimile signatures of the City Manager and City Clerk, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the City of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Notes may be imprinted on the Notes in lieu of the manual signature of the officer but, unless the City has contracted with a fiscal agent to authenticate the Notes, at least one of the signatures appearing on each Note shall be a manual signature. In the event that either of the officers whose signatures appear on the Notes shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and directed to do all acts and execute and deliver the Notes and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The City hereby authorizes the officers and agents of the City to enter into, on its behalf, agreements and contracts in conjunction with the Notes, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Notes is hereby ratified and approved in all respects.

Section 12. Payment of the Notes; Fiscal Agent. The principal of and interest on the Notes shall be paid by Associated Trust Company, National Association, Green Bay, Wisconsin, which is hereby appointed as the City's registrar and fiscal agent pursuant to the provisions of Section 67.10(2), Wisconsin Statutes (the "Fiscal Agent"). The City hereby authorizes the City Manager and City Clerk or other appropriate officers of the City to enter a Fiscal Agency Agreement between the City and the Fiscal Agent. Such contract may provide, among other things, for the performance by the Fiscal Agent of the functions listed in Wis. Stats. Sec. 67.10(2)(a) to (j), where applicable, with respect to the Notes.

Section 13. Persons Treated as Owners; Transfer of Notes. The City shall cause books for the registration and for the transfer of the Notes to be kept by the Fiscal Agent. The person in whose name any Note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Note shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Note to the extent of the sum or sums so paid.

Any Note may be transferred by the registered owner thereof by surrender of the Note at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the City Manager and City Clerk shall execute and deliver in the name of the transferee or transferees a new Note or Notes of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No

registration shall be made to bearer. The Fiscal Agent shall cancel any Note surrendered for transfer.

The City shall cooperate in any such transfer, and the City Manager and City Clerk are authorized to execute any new Note or Notes necessary to effect any such transfer.

Section 14. Record Date. The 15th day of the calendar month next preceding each interest payment date shall be the record date for the Notes (the "Record Date"). Payment of interest on the Notes on any interest payment date shall be made to the registered owners of the Notes as they appear on the registration book of the City at the close of business on the Record Date.

Section 15. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Notes eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the City agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations, which the City Clerk or other authorized representative of the City is authorized and directed to execute and deliver to DTC on behalf of the City to the extent an effective Blanket Issuer Letter of Representations is not presently on file in the City Clerk's office.

Section 16. Official Statement. The City Council hereby approves the Preliminary Official Statement with respect to the Notes and deems the Preliminary Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by officers of the City in connection with the preparation of such Preliminary Official Statement and any addenda to it or final Official Statement are hereby ratified and approved. In connection with the Closing, the appropriate City official shall certify the Preliminary Official Statement and any addenda or final Official Statement. The City Clerk shall cause copies of the Preliminary Official Statement and any addenda or final Official Statement to be distributed to the Purchaser.

Section 17. Undertaking to Provide Continuing Disclosure. The City hereby covenants and agrees, for the benefit of the owners of the Notes, to enter into a written undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the Notes or by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the City to comply with the provisions of the Undertaking shall not be an event of default with respect to the Notes).

To the extent required under the Rule, the City Manager and City Clerk, or other officer of the City charged with the responsibility for issuing the Notes, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the City's Undertaking.

Section 18. Redemption of the Refunded Obligations. The City hereby calls the Refunded Obligations for redemption on May 21, 2020. The City hereby directs the City Clerk to work with the Purchaser to cause timely notice of redemption to be sent to the Board of Commissioners of Public Lands by registered or certified mail at least 30 days prior to the date of redemption of the Refunded Obligations. Any and all actions heretofore taken by the officers and agents of the City to effectuate the redemption of the Refunded Obligations are hereby ratified and approved.

Section 19. Record Book. The City Clerk shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Notes in the Record Book.

Section 20. Bond Insurance. If the Purchaser determines to obtain municipal bond insurance with respect to the Notes, the officers of the City are authorized to take all actions necessary to obtain such municipal bond insurance. The City Manager and City Clerk are authorized to agree to such additional provisions as the bond insurer may reasonably request and which are acceptable to the City Manager and City Clerk including provisions regarding restrictions on investment of Note proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Notes by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Note provided herein.

Section 21. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the City Council or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted, approved and recorded April 20, 2020.

Gregory E. Buckley
City Manager

ATTEST:

Kim M. Graves
City Clerk

(SEAL)

Attachment: Two Rivers 2_Resolution_GOPN (2601 : General Obligation Promissory Notes \$5,975,000)

EXHIBIT A

Note Purchase Proposal

To be provided by the Purchaser and incorporated into the Resolution.

(See Attached)

DRAFT

Attachment: Two Rivers 2_Resolution_GOPN (2601 : General Obligation Promissory Notes \$5,975,000)

EXHIBIT B-1

Pricing Summary

To be provided by the Purchaser and incorporated into the Resolution.

(See Attached)

DRAFT

Attachment: Two Rivers 2_Resolution_GOPN (2601 : General Obligation Promissory Notes \$5,975,000)

EXHIBIT B-2

Debt Service Schedule and Irrepealable Tax Levies

To be provided by the Purchaser and incorporated into the Resolution.

(See Attached)

DRAFT

Attachment: Two Rivers 2_Resolution_GOPN (2601 : General Obligation Promissory Notes \$5,975,000)

[EXHIBIT MRP

Mandatory Redemption Provision

The Notes due on April 1, ____, ____ and ____ (the "Term Bonds") are subject to mandatory redemption prior to maturity by lot (as selected by the Depository) at a redemption price equal to One Hundred Percent (100%) of the principal amount to be redeemed plus accrued interest to the date of redemption, from debt service fund deposits which are required to be made in amounts sufficient to redeem on April 1 of each year the respective amount of Term Bonds specified below:

For the Term Bonds Maturing on April 1, ____

<u>Redemption Date</u>	<u>Amount</u>
____	\$ ____
____	____
____	____ (maturity)

For the Term Bonds Maturing on April 1, ____

<u>Redemption Date</u>	<u>Amount</u>
____	\$ ____
____	____
____	____ (maturity)

For the Term Bonds Maturing on April 1, ____

<u>Redemption Date</u>	<u>Amount</u>
____	\$ ____
____	____
____	____ (maturity)

For the Term Bonds Maturing on April 1, ____

<u>Redemption Date</u>	<u>Amount</u>
____	\$ ____
____	____
____	____ (maturity)]

EXHIBIT C

(Form of Note)

UNITED STATES OF AMERICA

REGISTERED STATE OF WISCONSIN DOLLARS

NO. R-____ MANITOWOC COUNTY

CITY OF TWO RIVERS \$_____

GENERAL OBLIGATION PROMISSORY NOTE

MATURITY DATE: ORIGINAL DATE OF ISSUE: INTEREST RATE: CUSIP:

April 1, _____ May 21, 2020 _____% _____

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT: _____ THOUSAND DOLLARS

(\$_____)

FOR VALUE RECEIVED, the City of Two Rivers, Manitowoc County, Wisconsin (the "City"), hereby acknowledges itself to owe and promises to pay to the Depository or its Nominee Name (the "Depository") identified above (or to registered assigns), on the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest shall be payable semi-annually on April 1 and October 1 of each year commencing on April 1, 2021 until the aforesaid principal amount is paid in full. Both the principal of and interest on this Note are payable to the registered owner in lawful money of the United States. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Note is registered on the Bond Register maintained by Associated Trust Company, National Association, Green Bay, Wisconsin (the "Fiscal Agent") or any successor thereto at the close of business on the 15th day of the calendar month next preceding each interest payment date (the "Record Date"). This Note is payable as to principal upon presentation and surrender hereof at the office of the Fiscal Agent.

For the prompt payment of this Note together with interest hereon as aforesaid and for the levy of taxes sufficient for that purpose, the full faith, credit and resources of the City are hereby irrevocably pledged.

This Note is one of an issue of Notes aggregating the principal amount of \$5,975,000, all of which are of like tenor, except as to denomination, interest rate, maturity date and redemption provision, issued by the City pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, for public purposes, including paying the cost of street improvement projects, park and recreation projects, acquisition of municipal equipment and vehicles and other 2020 capital improvement program projects and refunding certain obligations of the City, as authorized by a

resolution adopted on April 20, 2020. Said resolution is recorded in the official minutes of the City Council for said date.

The Notes maturing on April 1, 2029 and thereafter are subject to redemption prior to maturity, at the option of the City, on April 1, 2028 or on any date thereafter. Said Notes are redeemable as a whole or in part, and if in part, from maturities selected by the City, and within each maturity by lot (as selected by the Depository), at the principal amount thereof, plus accrued interest to the date of redemption.

[The Notes maturing in the years _____ are subject to mandatory redemption by lot as provided in the resolution authorizing the issuance and sale of the Notes, at the redemption price of par plus accrued interest to the date of redemption and without premium.]

In the event the Notes are redeemed prior to maturity, as long as the Notes are in book-entry-only form, official notice of the redemption will be given by mailing a notice by registered or certified mail, overnight express delivery, facsimile transmission, electronic transmission or in any other manner required by the Depository, to the Depository not less than thirty (30) days nor more than sixty (60) days prior to the redemption date. If less than all of the Notes of a maturity are to be called for redemption, the Notes of such maturity to be redeemed will be selected by lot. Such notice will include but not be limited to the following: the designation, date and maturities of the Notes called for redemption, CUSIP numbers, and the date of redemption. Any notice provided as described herein shall be conclusively presumed to have been duly given, whether or not the registered owner receives the notice. The Notes shall cease to bear interest on the specified redemption date provided that federal or other immediately available funds sufficient for such redemption are on deposit at the office of the Depository at that time. Upon such deposit of funds for redemption the Notes shall no longer be deemed to be outstanding.

It is hereby certified and recited that all conditions, things and acts required by law to exist or to be done prior to and in connection with the issuance of this Note have been done, have existed and have been performed in due form and time; that the aggregate indebtedness of the City, including this Note and others issued simultaneously herewith, does not exceed any limitation imposed by law or the Constitution of the State of Wisconsin; and that a direct annual irrepealable tax has been levied sufficient to pay this Note, together with the interest thereon, when and as payable.

This Note has been designated by the City Council as a "qualified tax-exempt obligation" pursuant to the provisions of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

This Note is transferable only upon the books of the City kept for that purpose at the office of the Fiscal Agent, only in the event that the Depository does not continue to act as depository for the Notes, and the City appoints another depository, upon surrender of the Note to the Fiscal Agent, by the registered owner in person or his duly authorized attorney, together with a written instrument of transfer (which may be endorsed hereon) satisfactory to the Fiscal Agent

duly executed by the registered owner or his duly authorized attorney. Thereupon a new fully registered Note in the same aggregate principal amount shall be issued to the new depository in exchange therefor and upon the payment of a charge sufficient to reimburse the City for any tax, fee or other governmental charge required to be paid with respect to such registration. The Fiscal Agent shall not be obliged to make any transfer of the Notes (i) after the Record Date, (ii) during the fifteen (15) calendar days preceding the date of any publication of notice of any proposed redemption of the Notes, or (iii) with respect to any particular Note, after such Note has been called for redemption. The Fiscal Agent and City may treat and consider the Depository in whose name this Note is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price hereof and interest due hereon and for all other purposes whatsoever. The Notes are issuable solely as negotiable, fully-registered Notes without coupons in the denomination of \$5,000 or any integral multiple thereof.

This Note shall not be valid or obligatory for any purpose until the Certificate of Authentication hereon shall have been signed by the Fiscal Agent.

No delay or omission on the part of the owner hereof to exercise any right hereunder shall impair such right or be considered as a waiver thereof or as a waiver of or acquiescence in any default hereunder.

IN WITNESS WHEREOF, the City of Two Rivers, Manitowoc County, Wisconsin, by its governing body, has caused this Note to be executed for it and in its name by the manual or facsimile signatures of its duly qualified City Manager and City Clerk; and to be sealed with its official or corporate seal, if any, all as of the original date of issue specified above.

CITY OF TWO RIVERS
MANITOWOC COUNTY, WISCONSIN

By: _____
Gregory E. Buckley
City Manager

(SEAL)

By: _____
Kim M. Graves
City Clerk

Attachment: Two Rivers 2_Resolution_GOPN (2601 : General Obligation Promissory Notes \$5,975,000)

Date of Authentication: _____, _____

CERTIFICATE OF AUTHENTICATION

This Note is one of the Notes of the issue authorized by the within-mentioned resolution of the City of Two Rivers, Manitowoc County, Wisconsin.

ASSOCIATED TRUST COMPANY,
NATIONAL ASSOCIATION,
GREEN BAY, WISCONSIN

By _____
Authorized Signatory

Attachment: Two Rivers 2_Resolution_GOPN (2601 : General Obligation Promissory Notes \$5,975,000)

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

(Name and Address of Assignee)

(Social Security or other Identifying Number of Assignee)

the within Note and all rights thereunder and hereby irrevocably constitutes and appoints _____, Legal Representative, to transfer said Note on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed:

(e.g. Bank, Trust Company
or Securities Firm)

(Depository or Nominee Name)

NOTICE: This signature must correspond with the name of the Depository or Nominee Name as it appears upon the face of the within Note in every particular, without alteration or enlargement or any change whatever.

(Authorized Officer)

Attachment: Two Rivers 2_Resolution_GOPN (2601 : General Obligation Promissory Notes \$5,975,000)



411 East Wisconsin Avenue
Suite 2350
Milwaukee, Wisconsin 53202-4426
414.277.5000
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Attorneys at Law in
Chicago
Indianapolis
Madison
Milwaukee
Minneapolis
Naples
Phoenix
Scottsdale
Tampa
Tucson
Washington, D.C.

April 16, 2020

VIA EMAIL

Mr. Gregory E. Buckley
City Manager
City of Two Rivers
1717 East Park Street
Two Rivers, WI 54241

Scope of Engagement Re: Proposed Issuance of \$2,425,000 City of Two Rivers
(the "City") Taxable General Obligation Refunding Bonds (the "Securities")

Dear Greg:

We are pleased to be working with you again as the City's bond counsel and disclosure counsel. Thank you for your confidence in us.

The purpose of this letter is to set forth the role we propose to serve and responsibilities we propose to assume as bond counsel and disclosure counsel in connection with the issuance of the above-referenced Securities. If you have any questions about this letter or the services we will provide, or if you would like to discuss modifications, please contact me.

Role of Bond Counsel

Our bond counsel engagement is a limited, special counsel engagement. Bond counsel is engaged as a recognized independent expert whose primary responsibility is to render an objective legal opinion with respect to the authorization and issuance of municipal obligations. If you desire additional information about the role of bond counsel, we would be happy to provide you with a copy of a brochure prepared by the National Association of Bond Lawyers.

As bond counsel we will: examine applicable law; prepare authorizing and closing documents; consult with the parties to the transaction, including the City's financial advisor or underwriter or placement agent, prior to the issuance of the Securities; review certified proceedings; and undertake such additional duties as we deem necessary to render the bond counsel opinion described below. As bond counsel, we do not advocate the interests of the City or any other party to the transaction. We assume that the parties to the transaction will retain

Mr. Gregory E. Buckley
 April 16, 2020
 Page 2

such counsel as they deem necessary and appropriate to represent their interests in this transaction.

Subject to the completion of proceedings to our satisfaction, we will render our opinion that:

- 1) the Securities are valid and binding general obligations of the City;
- 2) all taxable property in the territory of the City is subject to ad valorem taxation without limitation as to rate or amount to pay the Securities; and
- 3) the interest in the Securities is included for federal income tax purposes in the gross income of the owners of the Securities.

The bond counsel opinion will be executed and delivered by us in written form on the date the Securities are exchanged for their purchase price (the "Closing") and will be based on facts and law existing as of its date. In rendering the bond counsel opinion, we will rely upon the certified proceedings and other certifications of public officials and other persons furnished to us without undertaking to verify the same by independent investigation.

A form of our bond counsel opinion and a form of a Continuing Disclosure Certificate (which we may prepare) may be included in the Official Statement or other disclosure document for the Securities.

Role of Disclosure Counsel

Our disclosure counsel engagement is similarly a limited, special counsel engagement. As disclosure counsel, we will review the disclosure document prepared in connection with the sale of the Securities, namely the Official Statement, Private Placement Memorandum, or similar documents (the "City's Offering Document"). It is the City's responsibility to verify the information contained in the materials provided to us or confirmed for us by the City. We will not undertake an independent investigation to verify the accuracy or completeness of this information, beyond reviewing the materials provided to us or confirmed for us by the City. Nor will we render any opinion or make any representation as to the suitability of the Securities for investment by any investor.

In our capacity as the City's disclosure counsel, we will review the City's Offering Document and undertake due diligence with respect to the material representations therein so that we may provide the negative assurance letter described in the following paragraph. Our due diligence will consist of reviewing materials provided to us or confirmed for us by the City; reviewing the City's responses to questions posed in a due diligence questionnaire; assisting the City in its review of its continuing disclosure compliance in the last five years, if applicable (although the City is ultimately responsible for this review and such compliance); and discussing the City's Offering Document with the City and Robert W. Baird & Co. Incorporated,

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Attachment: Quarles Engagement Letter, \$2.425 Taxable GO Refunding Bonds 04.16.2020 (2602 : \$2,425,000 Taxable General Obligation

Mr. Gregory E. Buckley
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 Page 3

Milwaukee, Wisconsin ("Baird"). We may also maintain the materials provided to us or confirmed for us by the City in our files, and we expect to share certain of those materials with Baird, for its files.

Subject to satisfactory completion of our due diligence, we will provide the City with a negative assurance letter that:

based on our review of the City's Offering Document, our examination of certain materials provided by the City and its representatives, and our participation in conferences and conversations with the City and its representatives, no information has come to the attention of the attorneys in our firm rendering legal services in connection with the matter that has caused them to believe that the Preliminary Official Statement contained as of its date or the Final Official Statement contained as of its date or contains as of the date hereof any untrue statement of a material fact or omits to state any material fact required to be stated therein or necessary to make the statements made therein, in light of the circumstances under which they were made, not misleading; provided, however, we do not express any belief with respect to any financial and statistical data and forecasts, projections, numbers, estimates, assumptions and expressions of opinion, information about bond insurers, or any information regarding the Depository Trust Company and the book-entry system for the Securities contained or incorporated by reference in the City's Offering Document and its appendices, which we expressly exclude from the scope of this paragraph.

If requested, we may also provide Baird with a separate letter allowing it to rely on the above-described negative assurance letter.

Please note that our negative assurance letter is not a guarantee; although we expect our above-described due diligence review to assist the City in identifying, confirming and presenting potentially material information, neither our participation in the financing nor our provision of the above-described negative assurance letter will relieve the City of its obligations under the federal securities laws. As noted above, ultimate responsibility for disclosing to potential purchasers of the Securities all City information material to their investment decision rests with the City.

Limitations on Scope of Engagement; No Financial Advice; Conclusion of Representation

All matters and responsibilities other than those expressly set forth above are outside the scope of our engagement as the City's bond counsel and disclosure counsel. These include, without limitation, any obligation to any underwriter, placement agent or financial advisor involved with the issuance of the Securities, other than providing a reliance letter as described above, if applicable. In particular we wish to note that this engagement does not entail any responsibility for us to review matters or provide advice to any party with respect to such matters as the rules promulgated by the Municipal Securities Rulemaking Board ("MSRB"), "blue sky"

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Attachment: Quarles Engagement Letter, \$2.425 Taxable GO Refunding Bonds 04.16.2020 (2602 : \$2,425,000 Taxable General Obligation

Mr. Gregory E. Buckley
 April 16, 2020
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securities law matters, or other general securities law matters pertaining to any party's status as a broker-dealer or municipal advisor.

Further, we are neither qualified nor engaged to provide financial advice, and hence we will make no representation whatsoever about the suitability of the Securities for purchase by investors, the desirability of the proposed plan of finance, the feasibility of the project(s) financed or refinanced by the Securities, or any such related matters.

Our responsibilities as bond counsel and disclosure counsel will be concluded with respect to this financing upon the delivery of our bond counsel opinion and negative assurance letter, respectively. Please note that, unless separately engaged, we will not provide any advice to the City on post-closing matters including, without limitation, (i) actions necessary to ensure that interest paid on the Securities will continue to be excluded from gross income for federal income tax purposes, (ii) regulatory surveys or audits of the Securities, (iii) actions necessary to comply with the continuing disclosure requirements applicable to the Securities.

Diversity of Practice: Consent to Unrelated Engagements

Because of the diversity of practice of our firm, members of our firm other than those who serve you may be asked to represent other clients who have dealings with the City regarding such matters as zoning, licensing, land division, real estate, property tax or other matters which are unrelated to our bond counsel and disclosure counsel work. Ethical requirements sometimes dictate that we obtain the City's consent to such situations even though our service to you is limited to the specialized area of bond counsel and disclosure counsel. We do not represent you in legal matters regularly, although we may be called upon for special representation occasionally, and our bond counsel and disclosure counsel work does not usually provide us information that will be disadvantageous to you in other representations. We do not believe that such representations of others would adversely affect our relationship with you, and we have found that local governments generally are agreeable to the type of unrelated representation described above. We would like to have an understanding with you that the City consents to our firm undertaking representations of this type. Your approval of this letter will serve to confirm that the City has no objection to our representation of other clients who have dealings with the City, unrelated to the borrowing and finance area or any other area in which we have agreed to serve it. If you have any questions or would like to discuss this consent further, please call us.

We also want to advise you that from time to time we represent financial advisors, placement agents and underwriters of municipal obligations. In transactions that are not related to the issuance of the Securities and our role as bond counsel and disclosure counsel, we have served and presently serve as counsel to Baird. We expect to be asked to represent advisors, agents and underwriters, including Baird, in future transactions that are similarly unrelated to the issuance of the Securities and our engagement as bond counsel and disclosure counsel. We do not believe that our representation of such clients on unrelated matters will in any way limit our representation of the City. By engaging our services under the terms of this letter, the City

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Attachment: Quarles Engagement Letter, \$2.425 Taxable GO Refunding Bonds 04.16.2020 (2602 : \$2,425,000 Taxable General Obligation

Mr. Gregory E. Buckley
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consents to our firm undertaking representations of such clients on unrelated matters as described above now and in the future.

Fees

Based upon: (i) our current understanding of the terms, structure, size and schedule of the financing, (ii) the duties we will undertake pursuant to this letter, (iii) the time we anticipate devoting to the financing, and (iv) the responsibilities we assume, we estimate that our fee will be \$9,500 for our services as bond counsel and \$5,225 for our services as disclosure counsel. Such fee and expenses may vary: (i) if the principal amount of Securities actually issued differs significantly from the amount stated above, (ii) if material changes in the structure of the financing occur, or (iii) if unusual or unforeseen circumstances arise which require a significant increase in our time, expenses or responsibility. If at any time we believe that circumstances require an adjustment of our original fee estimate, we will consult with you. It is our understanding that our fee will be paid out of proceeds of the Securities at Closing.

If, for any reason, the financing is not consummated or is completed without the rendition of our opinion as bond counsel, we will expect to be compensated at our normal hourly rates for time actually spent, plus out-of-pocket expenses. Our fee is usually paid either at the Closing out of proceeds of the Securities or pursuant to a statement rendered shortly thereafter. We customarily do not submit any statement until the Closing unless there is a substantial delay in completing the financing.

Terms of Engagement

Either the City or Quarles & Brady may terminate the engagement at any time for any reason by written notice, subject on our part to applicable rules of professional conduct. If the City terminates our services, the City is responsible for promptly paying us for all fees, charges, and expenses incurred before the date we receive termination. We reserve the right to withdraw from representing the City if, among other things, the City fails to honor the terms of this engagement letter – including the City's failing to pay our bills, the City's failing to cooperate or follow our advice on a material matter, or our becoming aware of any fact or circumstance that would, in our view, render our continuing representation unlawful or unethical.

Unless previously terminated, our representation will terminate when we send to the City (or its representative) our final bill for services rendered. If the City requests, we will promptly return the City's original papers and property to you, consistent with our need to ensure payment of any outstanding bills. We may retain copies of the documents. We will keep our own files, including attorney work product, pertaining to our representation of the City. For various reasons, including the minimization of unnecessary storage expenses, we may destroy or otherwise dispose of documents and materials a reasonable time after termination of the engagement.

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Attachment: Quarles Engagement Letter, \$2,425 Taxable GO Refunding Bonds 04.16.2020 (2602 : \$2,425,000 Taxable General Obligation

Mr. Gregory E. Buckley
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City Responsibilities

We will provide legal counsel and assistance to the City in accordance with this letter and will rely upon information and guidance the City and its personnel provide to us. We will keep the City reasonably informed of progress and developments, and respond to the City's inquiries. To enable us to provide the services set forth in this letter, the City will disclose fully and accurately all facts and keep us apprised of all developments relating to this matter. The officers and agents of the City will review the City's Offering Document, participate in a due diligence conference to review the City's Offering Document and provide a certificate as to the accuracy and completeness of the City's Offering Document stating that it does not contain any untrue statement of a material fact or omit to state a material fact necessary to make the statements therein not misleading. The City agrees to pay our bills for services and expenses in accordance with this engagement letter. The City will also cooperate fully with us and be available to attend meetings, conferences, hearings and other proceedings on reasonable notice, and stay fully informed on all developments relating to this matter.

Limited Liability Partnership

Our firm is a limited liability partnership ("LLP"). Because we are an LLP, no partner of the firm has personal liability for any debts or liabilities of the firm except as otherwise required by law, and except that each partner can be personally liable for his or her own malpractice and for the malpractice of persons acting under his or her actual supervision and control. As an LLP we are required by our code of professional conduct to carry at least \$10,000,000 of malpractice insurance; currently, we carry coverage with limits substantially in excess of that amount. Please call me if you have any questions about our status as a limited liability partnership.

Conclusion and Request for Signed Copy

If the foregoing terms of this engagement are acceptable to you, please so indicate by returning a copy of this letter dated and signed by an appropriate officer, retaining the original for your files. If we do not hear from you within thirty (30) days, we will assume that these terms are acceptable to you, but we would prefer to receive a signed copy of this letter from you.

Mr. Gregory E. Buckley
 April 16, 2020
 Page 7

If you have any questions, please do not hesitate to contact me or my colleague Jeff Peelen at (414) 277-5773 at any time. We are looking forward to working with you and the City in this regard.

Very truly yours,

QUARLES & BRADY LLP

/s/ Brian G. Lanser

Brian G. Lanser

BGL:SMN:adb
 #910047.00066
 #910047.00067

cc: Mr. David Buss (via email)
 Ms. Kim Graves (via email)
 Ms. Lisa Kuehn (via email)
 Mr. Justin Fischer (via email)
 Ms. Rebekah Freitag (via email)
 Ms. Katherine Voss (via email)
 Mr. Alex Gore (via email)
 Ms. Jessica Lothman (via email)
 Ms. Dawn Leifer (via email)

Accepted and Approved:

CITY OF TWO RIVERS

By: 

Its: City Manager

Title

Date: 04/16/2020

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF
\$2,425,000 TAXABLE GENERAL OBLIGATION REFUNDING BONDS

WHEREAS, on March 16, 2020, the City Council of the City of Two Rivers, Manitowoc County, Wisconsin (the "City") adopted a resolution providing for the sale of Taxable General Obligation Refunding Bonds (the "Bonds") for the public purpose of refunding obligations of the City, including interest on them, specifically, State Trust Fund Loans, dated August 4, 2015, May 16, 2016 and January 8, 2020 (the "Refunded Obligations") (hereinafter the refinancing of the Refunded Obligations shall be referred to as the "Refunding");

WHEREAS, the City Council deems it to be necessary, desirable and in the best interest of the City to refund the Refunded Obligations for the purpose of achieving debt service savings;

WHEREAS, the City is authorized by the provisions of Section 67.04, Wisconsin Statutes, to borrow money and issue general obligation refunding bonds to refinance its outstanding obligations;

WHEREAS, due to certain provisions contained in the Internal Revenue Code of 1986, as amended, it is necessary to issue the Bonds on a taxable rather than tax-exempt basis; and

WHEREAS, it is the finding of the City Council that it is necessary, desirable and in the best interest of the City to sell the Bonds to Robert W. Baird & Co. Incorporated (the "Purchaser"), pursuant to the terms and conditions of its bond purchase proposal attached hereto as Exhibit A and incorporated herein by this reference (the "Proposal").

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City that:

Section 1. Authorization and Sale of the Bonds. For the purpose of paying the cost of the Refunding, there shall be borrowed pursuant to Section 67.04, Wisconsin Statutes, the principal sum of TWO MILLION FOUR HUNDRED TWENTY-FIVE THOUSAND DOLLARS (\$2,425,000) from the Purchaser in accordance with the terms and conditions of the Proposal. The Proposal is hereby accepted and the City Manager and City Clerk or other appropriate officers of the City are authorized and directed to execute an acceptance of the Proposal on behalf of the City. To evidence the obligation of the City, the City Manager and City Clerk are hereby authorized, empowered and directed to make, execute, issue and sell to the Purchaser for, on behalf of and in the name of the City, Bonds aggregating the principal amount of TWO MILLION FOUR HUNDRED TWENTY-FIVE THOUSAND DOLLARS (\$2,425,000) for the sum set forth on the Proposal, plus accrued interest to the date of delivery.

Section 2. Terms of the Bonds. The Bonds shall be designated "Taxable General Obligation Refunding Bonds"; shall be issued in the aggregate principal amount of \$2,425,000; shall be dated May 21, 2020; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates per annum and mature on April 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit B-1 and incorporated herein by this reference. Interest shall be payable semi-annually on April 1 and October 1 of each year commencing on April 1, 2021. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be

rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Bonds is set forth on the Debt Service Schedule attached hereto as Exhibit B-2 and incorporated herein by this reference (the "Schedule").

Section 2A. Designation of Maturities. For purposes of State law, the Bonds are designated as being issued to pay and discharge the debts incurred by the City through the issuance of the Refunded Obligations (and any obligations refunded by the Refunded Obligations) in the order in which those debts were incurred, so that the Bonds of the earliest maturities are considered to be issued to discharge the debts which were incurred first.

Section 3. Redemption Provisions. The Bonds maturing on April 1, 2029 and thereafter are subject to redemption prior to maturity, at the option of the City, on April 1, 2028 or on any date thereafter. Said Bonds are redeemable as a whole or in part, and if in part, from maturities selected by the City, and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption.

If the Proposal specifies that any of the Bonds are subject to mandatory redemption, the terms of such mandatory redemption shall be set forth on an attachment hereto as Exhibit MRP and incorporated herein by this reference. Upon the optional redemption of any of the Bonds subject to mandatory redemption, the principal amount of such Bonds so redeemed shall be credited against the mandatory redemption payments established in Exhibit MRP for such Bonds in such manner as the City shall direct.

Section 4. Form of the Bonds. The Bonds shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit C and incorporated herein by this reference.

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Bonds as the same becomes due, the full faith, credit and resources of the City are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the City a direct annual irrepealable tax in the years 2020 through 2029 for the payments due in the years 2021 through 2030 in the amounts set forth on the Schedule.

(B) Tax Collection. So long as any part of the principal of or interest on the Bonds remains unpaid, the City shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Bonds, said tax shall be, from year to year, carried onto the tax roll of the City and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the City for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

(C) Additional Funds. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said Bonds when due, the requisite amounts shall be paid from other funds of the City then available, which sums shall be replaced upon the collection of the taxes herein levied.

Section 6. Segregated Debt Service Fund Account.

(A) Creation and Deposits. There be and there hereby is established in the treasury of the City, if one has not already been created, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Debt service or sinking funds established for obligations previously issued by the City may be considered as separate and distinct accounts within the debt service fund.

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for Taxable General Obligation Refunding Bonds, dated May 21, 2020" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Bonds is fully paid or otherwise extinguished. There shall be deposited into the Debt Service Fund Account (i) all accrued interest received by the City at the time of delivery of and payment for the Bonds; (ii) any premium not used for the Refunding which may be received by the City above the par value of the Bonds and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Bonds when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Bonds when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Bonds until all such principal and interest has been paid in full and the Bonds canceled; provided (i) the funds to provide for each payment of principal of and interest on the Bonds prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Bonds may be used to reduce the next succeeding tax levy, or may, at the option of the City, be invested by purchasing the Bonds as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account.

(C) Remaining Monies. When all of the Bonds have been paid in full and canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service Fund Account shall be transferred and deposited in the general fund of the City, unless the City Council directs otherwise.

Section 7. Proceeds of the Bonds; Segregated Borrowed Money Fund. The proceeds of the Bonds (the "Bond Proceeds") (other than any premium not used for the Refunding and accrued interest which must be paid at the time of the delivery of the Bonds into the Debt Service Fund Account created above) shall be deposited into a special fund (the "Borrowed Money Fund") separate and distinct from all other funds of the City and disbursed solely for the purpose or purposes for which borrowed. Monies in the Borrowed Money Fund may be temporarily invested in Permitted Investments. Any monies, including any income from Permitted Investments, remaining in the Borrowed Money Fund after the purpose or purposes for which the Bonds have been issued have been accomplished, and, at any time, any monies as are not needed and which obviously thereafter cannot be needed for such purpose(s) shall be deposited in the Debt Service Fund Account.

Section 8. Execution of the Bonds; Closing; Professional Services. The Bonds shall be issued in printed form, executed on behalf of the City by the manual or facsimile signatures of the City Manager and City Clerk, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the City of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Bonds may be imprinted on the Bonds in lieu of the manual signature of the officer but, unless the City has contracted with a fiscal agent to authenticate the Bonds, at least one of the signatures appearing on each Bond shall be a manual signature. In the event that either of the officers whose signatures appear on the Bonds shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and directed to do all acts and execute and deliver the Bonds and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The City hereby authorizes the officers and agents of the City to enter into, on its behalf, agreements and contracts in conjunction with the Bonds, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Bonds is hereby ratified and approved in all respects.

Section 9. Payment of the Bonds; Fiscal Agent. The principal of and interest on the Bonds shall be paid by Associated Trust Company, National Association, Green Bay, Wisconsin, which is hereby appointed as the City's registrar and fiscal agent pursuant to the provisions of Section 67.10(2), Wisconsin Statutes (the "Fiscal Agent"). The City hereby authorizes the City Manager and City Clerk or other appropriate officers of the City to enter a Fiscal Agency Agreement between the City and the Fiscal Agent. Such contract may provide, among other things, for the performance by the Fiscal Agent of the functions listed in Wis. Stats. Sec. 67.10(2)(a) to (j), where applicable, with respect to the Bonds.

Section 10. Persons Treated as Owners; Transfer of Bonds. The City shall cause books for the registration and for the transfer of the Bonds to be kept by the Fiscal Agent. The person in whose name any Bond shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Bond shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

Any Bond may be transferred by the registered owner thereof by surrender of the Bond at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the City Manager and City Clerk shall execute and deliver in the name of the transferee or transferees a new Bond or Bonds of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Bond surrendered for transfer.

The City shall cooperate in any such transfer, and the City Manager and City Clerk are authorized to execute any new Bond or Bonds necessary to effect any such transfer.

Section 11. Record Date. The 15th day of the calendar month next preceding each interest payment date shall be the record date for the Bonds (the "Record Date"). Payment of interest on the Bonds on any interest payment date shall be made to the registered owners of the Bonds as they appear on the registration book of the City at the close of business on the Record Date.

Section 12. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Bonds eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the City agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations, which the City Clerk or other authorized representative of the City is authorized and directed to execute and deliver to DTC on behalf of the City to the extent an effective Blanket Issuer Letter of Representations is not presently on file in the City Clerk's office.

Section 13. Official Statement. The City Council hereby approves the Preliminary Official Statement with respect to the Bonds and deems the Preliminary Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by officers of the City in connection with the preparation of such Preliminary Official Statement and any addenda to it or final Official Statement are hereby ratified and approved. In connection with the Closing, the appropriate City official shall certify the Preliminary Official Statement and any addenda or final Official Statement. The City Clerk shall cause copies of the Preliminary Official Statement and any addenda or final Official Statement to be distributed to the Purchaser.

Section 14. Undertaking to Provide Continuing Disclosure. The City hereby covenants and agrees, for the benefit of the owners of the Bonds, to enter into a written undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the Bonds or by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the City to comply with the provisions of the Undertaking shall not be an event of default with respect to the Bonds).

To the extent required under the Rule, the City Manager and City Clerk, or other officer of the City charged with the responsibility for issuing the Bonds, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the City's Undertaking.

Section 15. Redemption of the Refunded Obligations. The City hereby calls the Refunded Obligations for redemption on May 21, 2020. The City hereby directs the City Clerk to work with the Purchaser to cause timely notice of redemption to be sent to the Board of Commissioners of Public Lands by registered or certified mail at least 30 days prior to the date of redemption of the Refunded Obligations. Any and all actions heretofore taken by the officers and agents of the City to effectuate such redemption are hereby ratified and approved.

Section 16. Record Book. The City Clerk shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct

statement of every step or proceeding had or taken in the course of authorizing and issuing the Bonds in the Record Book.

Section 17. Bond Insurance. If the Purchaser determines to obtain municipal bond insurance with respect to the Bonds, the officers of the City are authorized to take all actions necessary to obtain such municipal bond insurance. The City Manager and City Clerk are authorized to agree to such additional provisions as the bond insurer may reasonably request and which are acceptable to the City Manager and City Clerk including provisions regarding restrictions on investment of Bond proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Bonds by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Bond provided herein.

Section 18. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the City Council or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted, approved and recorded April 20, 2020.

Gregory E. Buckley
City Manager

ATTEST:

Kim M. Graves
City Clerk

(SEAL)

EXHIBIT A

Bond Purchase Proposal

To be provided by the Purchaser and incorporated into the Resolution.

(See Attached)

DRAFT

Attachment: Two Rivers 3_Resolution_TAX GORB (2602 : \$2,425,000 Taxable General Obligation Refunding Bonds)

EXHIBIT B-1

Pricing Summary

To be provided by the Purchaser and incorporated into the Resolution.

(See Attached)

DRAFT

Attachment: Two Rivers 3_Resolution_TAX GORB (2602 : \$2,425,000 Taxable General Obligation Refunding Bonds)

EXHIBIT B-2

Debt Service Schedule and Irrepealable Tax Levies

To be provided by the Purchaser and incorporated into the Resolution.

(See Attached)

DRAFT

Attachment: Two Rivers 3_Resolution_TAX GORB (2602 : \$2,425,000 Taxable General Obligation Refunding Bonds)

[EXHIBIT MRP

Mandatory Redemption Provision

The Bonds due on April 1, ____, ____ and ____ (the "Term Bonds") are subject to mandatory redemption prior to maturity by lot (as selected by the Depository) at a redemption price equal to One Hundred Percent (100%) of the principal amount to be redeemed plus accrued interest to the date of redemption, from debt service fund deposits which are required to be made in amounts sufficient to redeem on April 1 of each year the respective amount of Term Bonds specified below:

For the Term Bonds Maturing on April 1, ____

<u>Redemption Date</u>	<u>Amount</u>
____	\$ ____
____	____
____	____ (maturity)

For the Term Bonds Maturing on April 1, ____

<u>Redemption Date</u>	<u>Amount</u>
____	\$ ____
____	____
____	____ (maturity)

For the Term Bonds Maturing on April 1, ____

<u>Redemption Date</u>	<u>Amount</u>
____	\$ ____
____	____
____	____ (maturity)

For the Term Bonds Maturing on April 1, ____

<u>Redemption Date</u>	<u>Amount</u>
____	\$ ____
____	____
____	____ (maturity)]

EXHIBIT C

(Form of Bond)

UNITED STATES OF AMERICA

REGISTERED STATE OF WISCONSIN DOLLARS

 MANITOWOC COUNTY

NO. R-____ CITY OF TWO RIVERS \$_____

TAXABLE GENERAL OBLIGATION REFUNDING BOND

MATURITY DATE: ORIGINAL DATE OF ISSUE: INTEREST RATE: CUSIP:

 April 1, _____ May 21, 2020 _____% _____

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT: _____ THOUSAND DOLLARS

 (\$_____)

FOR VALUE RECEIVED, the City of Two Rivers, Manitowoc County, Wisconsin (the "City"), hereby acknowledges itself to owe and promises to pay to the Depository or its Nominee Name (the "Depository") identified above (or to registered assigns), on the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest shall be payable semi-annually on April 1 and October 1 of each year commencing on April 1, 2021 until the aforesaid principal amount is paid in full. Both the principal of and interest on this Bond are payable to the registered owner in lawful money of the United States. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Bond is registered on the Bond Register maintained by Associated Trust Company, National Association, Green Bay, Wisconsin (the "Fiscal Agent") or any successor thereto at the close of business on the 15th day of the calendar month next preceding each interest payment date (the "Record Date"). This Bond is payable as to principal upon presentation and surrender hereof at the office of the Fiscal Agent.

For the prompt payment of this Bond together with interest hereon as aforesaid and for the levy of taxes sufficient for that purpose, the full faith, credit and resources of the City are hereby irrevocably pledged.

This Bond is one of an issue of Bonds aggregating the principal amount of \$2,425,000, all of which are of like tenor, except as to denomination, interest rate, maturity date and redemption provision, issued by the City pursuant to the provisions of Section 67.04, Wisconsin Statutes, for the public purpose of refunding certain obligations of the City, as authorized by a resolution adopted on April 20, 2020. Said resolution is recorded in the official minutes of the City Council for said date.

The Bonds maturing on April 1, 2029 and thereafter are subject to redemption prior to maturity, at the option of the City, on April 1, 2028 or on any date thereafter. Said Bonds are redeemable as a whole or in part, and if in part, from maturities selected by the City, and within each maturity by lot (as selected by the Depository), at the principal amount thereof, plus accrued interest to the date of redemption.

【The Bonds maturing in the years _____ are subject to mandatory redemption by lot as provided in the resolution authorizing the issuance and sale of the Bonds, at the redemption price of par plus accrued interest to the date of redemption and without premium.】

In the event the Bonds are redeemed prior to maturity, as long as the Bonds are in book-entry-only form, official notice of the redemption will be given by mailing a notice by registered or certified mail, overnight express delivery, facsimile transmission, electronic transmission or in any other manner required by the Depository, to the Depository not less than thirty (30) days nor more than sixty (60) days prior to the redemption date. If less than all of the Bonds of a maturity are to be called for redemption, the Bonds of such maturity to be redeemed will be selected by lot. Such notice will include but not be limited to the following: the designation, date and maturities of the Bonds called for redemption, CUSIP numbers, and the date of redemption. Any notice provided as described herein shall be conclusively presumed to have been duly given, whether or not the registered owner receives the notice. The Bonds shall cease to bear interest on the specified redemption date provided that federal or other immediately available funds sufficient for such redemption are on deposit at the office of the Depository at that time. Upon such deposit of funds for redemption the Bonds shall no longer be deemed to be outstanding.

It is hereby certified and recited that all conditions, things and acts required by law to exist or to be done prior to and in connection with the issuance of this Bond have been done, have existed and have been performed in due form and time; that the aggregate indebtedness of the City, including this Bond and others issued simultaneously herewith, does not exceed any limitation imposed by law or the Constitution of the State of Wisconsin; and that a direct annual irrepealable tax has been levied sufficient to pay this Bond, together with the interest thereon, when and as payable.

This Bond is transferable only upon the books of the City kept for that purpose at the office of the Fiscal Agent, only in the event that the Depository does not continue to act as depository for the Bonds, and the City appoints another depository, upon surrender of the Bond to the Fiscal Agent, by the registered owner in person or his duly authorized attorney, together with a written instrument of transfer (which may be endorsed hereon) satisfactory to the Fiscal Agent duly executed by the registered owner or his duly authorized attorney. Thereupon a new fully registered Bond in the same aggregate principal amount shall be issued to the new depository in exchange therefor and upon the payment of a charge sufficient to reimburse the City for any tax, fee or other governmental charge required to be paid with respect to such registration. The Fiscal Agent shall not be obliged to make any transfer of the Bonds (i) after the Record Date, (ii) during the fifteen (15) calendar days preceding the date of any publication of

notice of any proposed redemption of the Bonds, or (iii) with respect to any particular Bond, after such Bond has been called for redemption. The Fiscal Agent and City may treat and consider the Depository in whose name this Bond is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price hereof and interest due hereon and for all other purposes whatsoever. The Bonds are issuable solely as negotiable, fully-registered Bonds without coupons in the denomination of \$5,000 or any integral multiple thereof.

This Bond shall not be valid or obligatory for any purpose until the Certificate of Authentication hereon shall have been signed by the Fiscal Agent.

No delay or omission on the part of the owner hereof to exercise any right hereunder shall impair such right or be considered as a waiver thereof or as a waiver of or acquiescence in any default hereunder.

IN WITNESS WHEREOF, the City of Two Rivers, Manitowoc County, Wisconsin, by its governing body, has caused this Bond to be executed for it and in its name by the manual or facsimile signatures of its duly qualified City Manager and City Clerk; and to be sealed with its official or corporate seal, if any, all as of the original date of issue specified above.

CITY OF TWO RIVERS
MANITOWOC COUNTY, WISCONSIN

By: _____
Gregory E. Buckley
City Manager

(SEAL)

By: _____
Kim M. Graves
City Clerk

Attachment: Two Rivers 3_Resolution_TAX GORB (2602 : \$2,425,000 Taxable General Obligation Refunding Bonds)

Date of Authentication: _____, _____

CERTIFICATE OF AUTHENTICATION

This Bond is one of the Bonds of the issue authorized by the within-mentioned resolution of the City of Two Rivers, Manitowoc County, Wisconsin.

ASSOCIATED TRUST COMPANY,
NATIONAL ASSOCIATION,
GREEN BAY, WISCONSIN

By _____
Authorized Signatory

Attachment: Two Rivers 3_Resolution_TAX GORB (2602 : \$2,425,000 Taxable General Obligation Refunding Bonds)

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

(Name and Address of Assignee)

(Social Security or other Identifying Number of Assignee)

the within Bond and all rights thereunder and hereby irrevocably constitutes and appoints _____, Legal Representative, to transfer said Bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed:

(e.g. Bank, Trust Company
or Securities Firm)

(Depository or Nominee Name)

NOTICE: This signature must correspond with the name of the Depository or Nominee Name as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatever.

(Authorized Officer)

\$1,330,000

11.E.a

G.O., 10-year, 2.75%

- 2020 Capital Projects

Rev. 04/2012

**STATE OF WISCONSIN
BOARD OF COMMISSIONERS OF PUBLIC LANDS
101 EAST WILSON STREET, 2ND FLOOR
POST OFFICE BOX 8943
MADISON, WISCONSIN 53708-8943**

APPLICATION FOR STATE TRUST FUND LOAN

CITY - 20 YEAR MAXIMUM

Chapter 24 Wisconsin Statutes

CITY OF TWO RIVERS

Date sent: March 19, 2020

Received and filed in Madison, Wisconsin:

ID # 05605304

Attachment: \$1,330,000 2020 Capital Projects (2596 : General Obligation Notes)

RAS

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

TO: BOARD OF COMMISSIONERS OF PUBLIC LANDS

We, the undersigned **City Manager** and clerk of the City of **Two Rivers**, in the County(ies) of **Manitowoc**, Wisconsin, in accordance with the provisions of Chapter 24 of the Wisconsin Statutes, do hereby make application for a loan of **One Million Three Hundred Thirty Thousand And 00/100 Dollars (\$1,330,000.00)** from the Trust Funds of the State of Wisconsin for the purpose of **financing 2020 capital projects**.

The loan is to be continued for a term of **10** years from the 15th day of March preceding the date the loan is made. The loan is to be repaid in annual installments, as provided by law, with interest at the rate of **2.75** percent per annum.

We agree to the execution and signing of such certificates of indebtedness as the Board may prepare and submit, all in accordance with Chapter 24, Wisconsin Statutes.

The application is based upon compliance on the part of the City with the provisions and regulations of the statutes above referred to, as set forth by the following statements which we do hereby certify to be correct and true.

The meeting of the common council of the City of **Two Rivers**, in the County(ies) of **Manitowoc**, Wisconsin, which approved and authorized this application for a loan was a regularly called meeting held on the _____ day of _____, 20____.

At the aforesaid meeting a resolution was passed by a majority vote of the members of the common council approving and authorizing an application to the Board of Commissioners of Public Lands, State of Wisconsin, for a loan of **One Million Three Hundred Thirty Thousand And 00/100 Dollars (\$1,330,000.00)** from the Trust Funds of the State of Wisconsin to the City of **Two Rivers** in the County(ies) of **Manitowoc**, Wisconsin, for the purpose of **financing 2020 capital projects**. That at the same time and place, the common council of the City of **Two Rivers** by a majority vote of the members, adopted a resolution levying upon all the taxable property in the city, a direct annual tax sufficient in amount to pay the annual installments of principal and interest, as they fall due, all in accordance with Article XI, Sec. 3 of the Constitution and Sec. 24.66(5), Wisconsin Statutes.

A copy of the aforesaid resolutions, certified to by the city clerk, as adopted at the meeting, and as recorded in the minutes of the meeting, accompanies this application.

A statement of the equalized valuation of all the taxable property within the City of **Two Rivers**, certified to by the **City Manager** and clerk, accompanies this application.

Given under our hands in the City of **Two Rivers** in the County(ies) of **Manitowoc**, Wisconsin, this _____ day of _____, 20____.

City Manager, City of **Two Rivers**

Clerk, City of **Two Rivers**

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FORM OF RECORD

The following preamble and resolutions were presented by Alderman _____ and were read to the meeting.

By the provisions of Sec. 24.66 of the Wisconsin Statutes, all municipalities may borrow money for such purposes in the manner prescribed, and,

By the provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands of Wisconsin is authorized to make loans from the State Trust Funds to municipalities for such purposes. (Municipality as defined by Sec. 24.60(2) of the Wisconsin Statutes means a town, village, city, county, public inland lake protection and rehabilitation district, town sanitary district created under Sec. 60.71 or 60.72, metropolitan sewerage district created under Sec. 200.05 or 200.23, joint sewerage system created under Sec. 281.43(4), school district or technical college district.)

THEREFORE, BE IT RESOLVED, that the City of **Two Rivers**, in the County(ies) of **Manitowoc**, Wisconsin, borrow from the Trust Funds of the State of Wisconsin the sum of **One Million Three Hundred Thirty Thousand And 00/100 Dollars (\$1,330,000.00)** for the purpose of **financing 2020 capital projects** and for no other purpose.

The loan is to be payable within **10** years from the 15th day of March preceding the date the loan is made. The loan will be repaid in annual installments with interest at the rate of **2.75** percent per annum from the date of making the loan to the 15th day of March next and thereafter annually as provided by law.

RESOLVED FURTHER, that there shall be raised and there is levied upon all taxable property, within the City of **Two Rivers**, in the County(ies) of **Manitowoc**, Wisconsin, a direct annual tax for the purpose of paying interest and principal on the loan as they become due.

RESOLVED FURTHER, that no money obtained by the City of **Two Rivers** by such loan from the state be applied or paid out for any purpose except **financing 2020 capital projects** without the consent of the Board of Commissioners of Public Lands.

RESOLVED FURTHER, that in case the Board of Commissioners of Public Lands of Wisconsin agrees to make the loan, that the **City Manager** and clerk of the City of **Two Rivers**, in the County(ies) of **Manitowoc**, Wisconsin, are authorized and empowered, in the name of the city to execute and deliver to the Commission, certificates of indebtedness, in such form as required by the Commission, for any sum of money that may be loaned to the city pursuant to this resolution. The **City Manager** and clerk of the city will perform all necessary actions to fully carry out the provisions of Chapter 24, Wisconsin Statutes, and these resolutions.

RESOLVED FURTHER, that this preamble and these resolutions and the aye and no vote by which they were adopted, be recorded, and that the clerk of this city forward this certified record, along with the application for the loan, to the Board of Commissioners of Public Lands of Wisconsin.

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Alderman _____ moved adoption of the foregoing preamble and resolutions.

The question being upon the adoption of the foregoing preamble and resolutions, a vote was taken by ayes and noes, which resulted as follows:

1.	Alderman _____	voted	_____
2.	Alderman _____	voted	_____
3.	Alderman _____	voted	_____
4.	Alderman _____	voted	_____
5.	Alderman _____	voted	_____
6.	Alderman _____	voted	_____
7.	Alderman _____	voted	_____
8.	Alderman _____	voted	_____
9.	Alderman _____	voted	_____
10.	Alderman _____	voted	_____
11.	Alderman _____	voted	_____
12.	Alderman _____	voted	_____

A majority of the members of the common council of the City of **Two Rivers**, in the County(ies) of **Manitowoc**, State of Wisconsin, having voted in favor of the preamble and resolutions, they were declared adopted.

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STATE OF WISCONSIN

County(ies) of **Manitowoc**

I, _____, Clerk of the City of **Two Rivers**, in the County(ies) of **Manitowoc**, State of Wisconsin, do hereby certify that the foregoing is a true copy of the record of the proceedings of the common council of the City of **Two Rivers** at a meeting held on the _____ day of _____, _____, relating to a loan from the State Trust Funds; that I have compared the same with the original record thereof in my custody as clerk and that the same is a true copy thereof, and the whole of such original record.

I further certify that the common council of the City of **Two Rivers**, County(ies) of **Manitowoc**, is constituted by law to have _____ members, and that the original of said preamble and resolutions was adopted at the meeting of the common council by a vote of _____ ayes to _____ noes and that the vote was taken in the manner provided by law and that the proceedings are fully recorded in the records of the city.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of the City of **Two Rivers** this _____ day of _____, 20 _____.

Clerk (Signature)

Clerk (Print or Type Name)

City of **Two Rivers**

County(ies) of **Manitowoc**

State of Wisconsin

Attachment: \$1,330,000 2020 Capital Projects (2596 : General Obligation Notes)

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

Page 6

STATE OF WISCONSIN
COUNTY(IES) OF **MANITOWOC**

TO: THE BOARD OF COMMISSIONERS OF PUBLIC LANDS

I, _____, Clerk of the City of **Two Rivers**, County(ies) of **Manitowoc**, State of Wisconsin, do hereby certify that it appears by the books, files and records in my office that the valuation of all taxable property in the City of **Two Rivers** is as follows:

EQUALIZED VALUATION FOR THE YEAR 20_____* \$ _____
* Latest year available

I further certify that the whole existing indebtedness of the City of **Two Rivers**, County(ies) of **Manitowoc**, State of Wisconsin, is as follows (list each item of indebtedness):

NAME OF CREDITOR	PRINCIPAL BALANCE (EXCLUDING INTEREST)
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
TOTAL INDEBTEDNESS:	\$ _____

Clerk (Signature)

Clerk (Print or Type Name)

City of **Two Rivers**

County(ies) of **Manitowoc**,

State of Wisconsin

_____, 20_____
Date

THE TOTAL INDEBTEDNESS, INCLUDING THE TRUST FUND LOAN APPLIED FOR, MAY NOT EXCEED 5% OF THE VALUATION OF THE TAXABLE PROPERTY AS EQUALIZED FOR STATE PURPOSES. (Sec. 24.63(1), Wis. Stats., 1989-90)

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Attachment: \$1,330,000 2020 Capital Projects (2596 : General Obligation Notes)



1,073,000 11.F.a
Storm Water Utility
Revenue Bond
15-yr., 4.50%
- Storm Water
Projects, Shoreline
Protection +
Repair

**LOAN APPLICATION
BCPL STATE TRUST FUND LOAN PROGRAM**

**REVENUE OBLIGATION LOAN
MUNICIPAL UTILITY**

CITY OF TWO RIVERS

Finance Utility and Shoreline Projects
Loan Worksheet # 05605322

**State of Wisconsin
Board of Commissioners of Public Lands**

**101 East Wilson Street, 2nd Floor
Post Office Box 8943
Madison, Wisconsin 53708-8943**

**Date sent: April 16, 2020
Date received and filed in Madison, Wisconsin:**

RAS

Attachment: \$1,073,000 Storm Water Utility (2615 : Storm Water Utility Projects Borrowing)

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Attachment: \$1,073,000 Storm Water Utility (2615 : Storm Water Utility Projects Borrowing)

REVENUE LOAN APPLICATION - UTILITY

1. We, the undersigned City Manager and Clerk of the **City of Two Rivers**, in the **County(ies) of Manitowoc, Wisconsin**, (the "Borrower"), in accordance with the provisions of Chapter 24 of the Wisconsin Statutes, hereby submit this application for a Revenue Obligation Trust Fund Loan ("Loan") in the amount of **One Million Seventy Three Thousand And 00/100 Dollars (\$1,073,000.00)** from the Board of Commissioners of Public Lands ("BCPL") for the purpose of **financing utility replacements and extensions and shoreline repair and protection projects** and for no other reason.
2. The term of the Loan shall be for a period of **15** years from the 15th day of March preceding the date on which the Loan is made. The Loan is to be repaid as provided by law, with interest at the rate of **4.50** percent per year.
3. This Loan shall be considered a Revenue Obligation Trust Fund Loan as defined in Chapter 24 of the Wisconsin Statutes, and the Borrower shall use revenues derived from the operation of the **Two Rivers Storm Water Utility** to repay this Loan. These revenues shall include all utility user fees, sales of utility products or services, gains from the sale or exchange of utility assets, interest and dividends earned on utility investments and any other utility income.
4. On behalf of the Borrower and pursuant to the authority granted by the governing body of the Borrower, the undersigned hereby pledge the revenues of the **Two Rivers Storm Water Utility** to the repayment of this Loan. Such pledge shall be senior and superior to any other pledges of utility revenues and such pledge shall remain in effect until such time as this Loan is repaid in full. Any and all payments made to the **City of Two Rivers** out of the revenues of the System, including any required tax-equivalent payments, shall be subordinate to payments required under this obligation.
5. The undersigned certify that if the Borrower has previously pledged the revenues of the **Two Rivers Storm Water Utility** to the repayment of any previous obligation:
 - a. the owner(s) of such previous obligation(s) have properly consented to subordinate their secured interest in such pledged utility revenues to BCPL, or
 - b. that proceeds of this Loan shall be used to repay such previous obligation in full and terminate such previous pledge.
6. The undersigned certify that the Borrower shall not pledge any utility revenues for the payment of any other debt obligation during the term of this Loan without providing 30 days advance written notice to BCPL.
7. The undersigned acknowledge that in the event that the Borrower defaults on the repayment of this Loan, BCPL is required under Wisconsin Statute Section 24.70 to intercept any state payments that may be otherwise due the Borrower.
8. The undersigned agree to execute and deliver to BCPL any certificates of indebtedness, first priority assignment of utility revenues, and any other documents reasonably required by BCPL to complete the loan transaction considered herein.
9. The undersigned hereby covenant and warrant that rates charged to customers of the **Two Rivers Storm Water Utility** will be sufficient to ensure adequate maintenance and repair, adequate replacement reserves when considering the current functional age of the **Two Rivers Storm Water Utility** and expected timing and costs of future capital expenditures, and also ensure a debt service coverage ratio (defined as net operating income divided by total debt service) exceeding 1.25 and that undersigned acknowledge that such covenants may be included in any certificate of indebtedness formalizing this Loan.
10. The undersigned certify that all information set forth in the BCPL Worksheet and accompanying pages and attachments, which are attached hereto and incorporated herein by reference, is true and correct as of this date.

11. The undersigned certify that the resolution attached hereto and incorporated herein by reference was approved by a majority of the members of the **City of Two Rivers**, Wisconsin at a meeting which was duly called on the _____ day of _____, 20____.
12. This loan application is hereby executed in the **City of Two Rivers**, this _____ day of _____, 20____.

City Manager, City of Two Rivers

Clerk, City of Two Rivers

Print Name

Print Name

Attachment: \$1,073,000 Storm Water Utility (2615 : Storm Water Utility Projects Borrowing)

BORROWING RESOLUTION

REVENUE OBLIGATION TRUST FUND LOAN

The following recitals and resolutions were presented by Trustee _____ and were read at the meeting.

WHEREAS, pursuant to the provisions of Chapter 66 Subchapter VIII or Chapter 67 of the Wisconsin Statutes, municipalities may borrow money for purchasing, acquiring, constructing, extending, adding to, improving operating and managing a public utility and repay such loan from revenues received from any source, and

WHEREAS, pursuant to the provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands ("BCPL") is authorized to make loans from the State Trust Funds to municipalities for such purposes, and

WHEREAS, the City of Two Rivers owns and operates the Two Rivers Storm Water Utility (the "System") for the collection, treatment, storage and distribution of stormwaters and other waters, and

WHEREAS, the City of Two Rivers deems it to be necessary, desirable and in its best interest to obtain a Revenue Obligation Trust Fund Loan from BCPL for financing utility replacements and extensions and shoreline repair and protection projects, and such Loan is to be payable from the income and revenues of the System.

NOW, THEREFORE, BE IT RESOLVED that the City of Two Rivers is hereby authorized to borrow from the Trust Funds of the State of Wisconsin the sum of **One Million Seventy Three Thousand And 00/100 Dollars (\$1,073,000.00)** for the purpose of financing utility replacements and extensions and shoreline repair and protection projects and for no other purpose. Such loan shall be payable within 15 years from the 15th day of March preceding the date the loan is disbursed. The loan will be repaid in full on the 15th day of March, 2033 with interest at the rate of 4.50 percent per year from the date of disbursement of the loan to the date the loan is repaid. Such loan may be prepaid before the maturity date in accordance with the limitations set forth in Chapter 24 of the Wisconsin Statutes.

BE IT FURTHER RESOLVED that the revenues of the System are hereby pledged to BCPL to repay this loan and that such pledge shall be senior and superior to all other pledges of such revenues. No notes, bonds or other obligations payable out of the revenues of the System may be issued in such manner as to enjoy priority over this Loan. Any and all payments made to the City of Two Rivers out of the revenues of the System, including any required tax equivalent payments, shall be subordinate to payments required under this obligation.

BE IT FURTHER RESOLVED that all ordinances, resolutions, or orders, or parts thereof which were previously enacted, adopted or entered, in conflict with the provisions of this Resolution, are hereby repealed, and this Resolution shall be in effect from and after its passage.

BE IT FURTHER RESOLVED, we acknowledge that should the City of Two Rivers default on this loan, BCPL is required under Wisconsin Statute Section 24.70 to intercept any state payments that may be otherwise due the City of Two Rivers.

BE IT FURTHER RESOLVED, we acknowledge that the Certificate of Indebtedness will contain a covenant requiring that the utility rates and fees charged to customers of the System will be sufficient to ensure adequate maintenance and repair, adequate replacement reserves when considering the current functional age of the System and expected timing and costs of future capital expenditures, and a debt service coverage ratio (defined as net operating income divided by total debt service) exceeding 1.25.

BE IT FURTHER RESOLVED that if BCPL agrees to make such loan, that the City Manager and Clerk of City of Two Rivers are authorized and empowered in the name of the City to execute and deliver to BCPL, those Certificates of Indebtedness in such form as required by BCPL, for the sum of money that may be loaned to City of Two Rivers pursuant to this resolution. The City Manager and Clerk are authorized and directed to perform all actions reasonably necessary to fully carry out the provisions of Chapter 24 of the Wisconsin Statutes, and these resolutions.

BE IT FURTHER RESOLVED that these recitals and these resolutions and the votes by which they were adopted, shall be recorded, and that the Clerk of the **City of Two Rivers** shall forward this certified record, along with the application for the loan, to BCPL.

Trustee _____ moved adoption of the foregoing recitals and resolutions.

The question being upon the adoption of the foregoing recitals and resolutions, a vote was taken by ayes and noes, which resulted as follows:

1.	Council Member	_____	Voted	_____
2.	Council Member	_____	Voted	_____
3.	Council Member	_____	Voted	_____
4.	Council Member	_____	Voted	_____
5.	Council Member	_____	Voted	_____
6.	Council Member	_____	Voted	_____
7.	Council Member	_____	Voted	_____
8.	Council Member	_____	Voted	_____
9.	Council Member	_____	Voted	_____
10.	Council Member	_____	Voted	_____

A majority of the members of the City Board of the **City of Two Rivers**, Wisconsin, having voted in favor of the recitals and resolutions, they were declared adopted.

STATE OF WISCONSIN
City of Two Rivers
County(ies) of Manitowoc

I, _____, Clerk of the **City of Two Rivers**, State of Wisconsin, do hereby certify that the foregoing is a true copy of the record of the proceedings of the City Board of the **City of Two Rivers** at a meeting held on the _____ day of _____, 20____ relating to a loan from the State Trust Funds. I further certify that I have compared the same with the original record thereof in my custody as Clerk and that the same is a true copy thereof, and the whole of such original record.

I further certify that the City Board of the **City of Two Rivers** is constituted by law to have _____ members, and that the original of said recitals and resolutions was adopted at the meeting of the village board by a vote of _____ ayes to _____ noes and that the vote was taken in the manner provided by law and that the proceedings are fully recorded in the records of the City.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of the **City of Two Rivers** this _____ day of _____, 20____.

Clerk Signature

\$550,000
G.O., 10-year, 3.00%
- Property Purchase

11.G.a

Rev. 04/2012

STATE OF WISCONSIN
BOARD OF COMMISSIONERS OF PUBLIC LANDS
101 EAST WILSON STREET, 2ND FLOOR
POST OFFICE BOX 8943
MADISON, WISCONSIN 53708-8943
APPLICATION FOR STATE TRUST FUND LOAN
CITY - 20 YEAR MAXIMUM

Chapter 24 Wisconsin Statutes

CITY OF TWO RIVERS

Date sent: April 16, 2020

Received and filed in Madison, Wisconsin:

ID # 05605321

RAS

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

TO: BOARD OF COMMISSIONERS OF PUBLIC LANDS

We, the undersigned **City Manager** and clerk of the City of **Two Rivers**, in the County(ies) of **Manitowoc**, Wisconsin, in accordance with the provisions of Chapter 24 of the Wisconsin Statutes, do hereby make application for a loan of **Five Hundred Fifty Thousand And 00/100 Dollars (\$550,000.00)** from the Trust Funds of the State of Wisconsin for the purpose of **financing property purchase for redevelopment**.

The loan is to be continued for a term of **10** years from the 15th day of March preceding the date the loan is made. The loan is to be repaid in annual installments, as provided by law, with interest at the rate of **3.00** percent per annum.

We agree to the execution and signing of such certificates of indebtedness as the Board may prepare and submit, all in accordance with Chapter 24, Wisconsin Statutes.

The application is based upon compliance on the part of the City with the provisions and regulations of the statutes above referred to, as set forth by the following statements which we do hereby certify to be correct and true.

The meeting of the common council of the City of **Two Rivers**, in the County(ies) of **Manitowoc**, Wisconsin, which approved and authorized this application for a loan was a regularly called meeting held on the _____ day of _____, 20____.

At the aforesaid meeting a resolution was passed by a majority vote of the members of the common council approving and authorizing an application to the Board of Commissioners of Public Lands, State of Wisconsin, for a loan of **Five Hundred Fifty Thousand And 00/100 Dollars (\$550,000.00)** from the Trust Funds of the State of Wisconsin to the City of **Two Rivers** in the County(ies) of **Manitowoc**, Wisconsin, for the purpose of **financing property purchase for redevelopment**. That at the same time and place, the common council of the City of **Two Rivers** by a majority vote of the members, adopted a resolution levying upon all the taxable property in the city, a direct annual tax sufficient in amount to pay the annual installments of principal and interest, as they fall due, all in accordance with Article XI, Sec. 3 of the Constitution and Sec. 24.66(5), Wisconsin Statutes.

A copy of the aforesaid resolutions, certified to by the city clerk, as adopted at the meeting, and as recorded in the minutes of the meeting, accompanies this application.

A statement of the equalized valuation of all the taxable property within the City of **Two Rivers**, certified to by the **City Manager** and clerk, accompanies this application.

Given under our hands in the City of **Two Rivers** in the County(ies) of **Manitowoc**, Wisconsin, this _____ day of _____, 20____.

City Manager, City of **Two Rivers**

Clerk, City of **Two Rivers**

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

FORM OF RECORD

The following preamble and resolutions were presented by Alderman _____ and were read to the meeting.

By the provisions of Sec. 24.66 of the Wisconsin Statutes, all municipalities may borrow money for such purposes in the manner prescribed, and,

By the provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands of Wisconsin is authorized to make loans from the State Trust Funds to municipalities for such purposes. (Municipality as defined by Sec. 24.60(2) of the Wisconsin Statutes means a town, village, city, county, public inland lake protection and rehabilitation district, town sanitary district created under Sec. 60.71 or 60.72, metropolitan sewerage district created under Sec. 200.05 or 200.23, joint sewerage system created under Sec. 281.43(4), school district or technical college district.)

THEREFORE, BE IT RESOLVED, that the City of **Two Rivers**, in the County(ies) of **Manitowoc**, Wisconsin, borrow from the Trust Funds of the State of Wisconsin the sum of **Five Hundred Fifty Thousand And 00/100 Dollars (\$550,000.00)** for the purpose of **financing property purchase for redevelopment** and for no other purpose.

The loan is to be payable within **10** years from the 15th day of March preceding the date the loan is made. The loan will be repaid in annual installments with interest at the rate of **3.00** percent per annum from the date of making the loan to the 15th day of March next and thereafter annually as provided by law.

RESOLVED FURTHER, that there shall be raised and there is levied upon all taxable property, within the City of **Two Rivers**, in the County(ies) of **Manitowoc**, Wisconsin, a direct annual tax for the purpose of paying interest and principal on the loan as they become due.

RESOLVED FURTHER, that no money obtained by the City of **Two Rivers** by such loan from the state be applied or paid out for any purpose except **financing property purchase for redevelopment** without the consent of the Board of Commissioners of Public Lands.

RESOLVED FURTHER, that in case the Board of Commissioners of Public Lands of Wisconsin agrees to make the loan, that the **City Manager** and clerk of the City of **Two Rivers**, in the County(ies) of **Manitowoc**, Wisconsin, are authorized and empowered, in the name of the city to execute and deliver to the Commission, certificates of indebtedness, in such form as required by the Commission, for any sum of money that may be loaned to the city pursuant to this resolution. The **City Manager** and clerk of the city will perform all necessary actions to fully carry out the provisions of Chapter 24, Wisconsin Statutes, and these resolutions.

RESOLVED FURTHER, that this preamble and these resolutions and the aye and no vote by which they were adopted, be recorded, and that the clerk of this city forward this certified record, along with the application for the loan, to the Board of Commissioners of Public Lands of Wisconsin.

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

Alderman _____ moved adoption of the foregoing preamble and resolutions.

The question being upon the adoption of the foregoing preamble and resolutions, a vote was taken by ayes and noes, which resulted as follows:

1.	Alderman _____	voted _____
2.	Alderman _____	voted _____
3.	Alderman _____	voted _____
4.	Alderman _____	voted _____
5.	Alderman _____	voted _____
6.	Alderman _____	voted _____
7.	Alderman _____	voted _____
8.	Alderman _____	voted _____
9.	Alderman _____	voted _____
10.	Alderman _____	voted _____
11.	Alderman _____	voted _____
12.	Alderman _____	voted _____

A majority of the members of the common council of the City of **Two Rivers**, in the County(ies) of **Manitowoc**, State of Wisconsin, having voted in favor of the preamble and resolutions, they were declared adopted.

Attachment: \$550,000 Property Purchase (2616 : Property Purchase/Waterfront Development Borrowing)

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

STATE OF WISCONSIN

County(ies) of **Manitowoc**

I, _____, Clerk of the City of **Two Rivers**, in the County(ies) of **Manitowoc**, State of Wisconsin, do hereby certify that the foregoing is a true copy of the record of the proceedings of the common council of the City of **Two Rivers** at a meeting held on the _____ day of _____, _____, relating to a loan from the State Trust Funds; that I have compared the same with the original record thereof in my custody as clerk and that the same is a true copy thereof, and the whole of such original record.

I further certify that the common council of the City of **Two Rivers**, County(ies) of **Manitowoc**, is constituted by law to have _____ members, and that the original of said preamble and resolutions was adopted at the meeting of the common council by a vote of _____ ayes to _____ noes and that the vote was taken in the manner provided by law and that the proceedings are fully recorded in the records of the city.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of the City of **Two Rivers** this _____ day of _____, 20____.

Clerk (Signature)

Clerk (Print or Type Name)

City of **Two Rivers**

County(ies) of **Manitowoc**

State of Wisconsin

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

Page 6

STATE OF WISCONSIN
COUNTY(IES) OF **MANITOWOC**

TO: THE BOARD OF COMMISSIONERS OF PUBLIC LANDS

I, _____, Clerk of the City of **Two Rivers**, County(ies) of **Manitowoc**, State of Wisconsin, do hereby certify that it appears by the books, files and records in my office that the valuation of all taxable property in the City of **Two Rivers** is as follows:

EQUALIZED VALUATION FOR THE YEAR 20____ * \$ _____
* Latest year available

I further certify that the whole existing indebtedness of the City of **Two Rivers**, County(ies) of **Manitowoc**, State of Wisconsin, is as follows (list each item of indebtedness):

NAME OF CREDITOR	PRINCIPAL BALANCE (EXCLUDING INTEREST)
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
TOTAL INDEBTEDNESS:	\$ _____

Clerk (Signature)

Clerk (Print or Type Name)

City of **Two Rivers**

County(ies) of **Manitowoc**,

State of Wisconsin

_____, 20____
Date

THE TOTAL INDEBTEDNESS, INCLUDING THE TRUST FUND LOAN APPLIED FOR, MAY NOT EXCEED 5% OF THE VALUATION OF THE TAXABLE PROPERTY AS EQUALIZED FOR STATE PURPOSES. (Sec. 24.63(1), Wis. Stats., 1989-90)

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

Attachment: \$550,000 Property Purchase (2616 : Property Purchase/Waterfront Development Borrowing)

\$ 250,000 11.H.a
G.O., 20-years, 3.50%
- TID 13 Grant
for Culvers

STATE OF WISCONSIN
BOARD OF COMMISSIONERS OF PUBLIC LANDS
101 EAST WILSON STREET, 2ND FLOOR
POST OFFICE BOX 8943
MADISON, WISCONSIN 53708-8943
APPLICATION FOR STATE TRUST FUND LOAN
CITY - 20 YEAR MAXIMUM

Chapter 24 Wisconsin Statutes

CITY OF TWO RIVERS

Date sent: March 26, 2020

Received and filed in Madison, Wisconsin:

ID # 05605308

RAS

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

TO: BOARD OF COMMISSIONERS OF PUBLIC LANDS

We, the undersigned **City Manager** and clerk of the City of **Two Rivers**, in the County(ies) of **Manitowoc**, Wisconsin, in accordance with the provisions of Chapter 24 of the Wisconsin Statutes, do hereby make application for a loan of **Two Hundred Fifty Thousand And 00/100 Dollars (\$250,000.00)** from the Trust Funds of the State of Wisconsin for the purpose of **financing TID #13 developer grant**.

The loan is to be continued for a term of **20** years from the 15th day of March preceding the date the loan is made. The loan is to be repaid in annual installments, as provided by law, with interest at the rate of **3.50** percent per annum.

We agree to the execution and signing of such certificates of indebtedness as the Board may prepare and submit, all in accordance with Chapter 24, Wisconsin Statutes.

The application is based upon compliance on the part of the City with the provisions and regulations of the statutes above referred to, as set forth by the following statements which we do hereby certify to be correct and true.

The meeting of the common council of the City of **Two Rivers**, in the County(ies) of **Manitowoc**, Wisconsin, which approved and authorized this application for a loan was a regularly called meeting held on the _____ day of _____, 20____.

At the aforesaid meeting a resolution was passed by a majority vote of the members of the common council approving and authorizing an application to the Board of Commissioners of Public Lands, State of Wisconsin, for a loan of **Two Hundred Fifty Thousand And 00/100 Dollars (\$250,000.00)** from the Trust Funds of the State of Wisconsin to the City of **Two Rivers** in the County(ies) of **Manitowoc**, Wisconsin, for the purpose of **financing TID #13 developer grant**. That at the same time and place, the common council of the City of **Two Rivers** by a majority vote of the members, adopted a resolution levying upon all the taxable property in the city, a direct annual tax sufficient in amount to pay the annual installments of principal and interest, as they fall due, all in accordance with Article XI, Sec. 3 of the Constitution and Sec. 24.66(5), Wisconsin Statutes.

A copy of the aforesaid resolutions, certified to by the city clerk, as adopted at the meeting, and as recorded in the minutes of the meeting, accompanies this application.

A statement of the equalized valuation of all the taxable property within the City of **Two Rivers**, certified to by the **City Manager** and clerk, accompanies this application.

Given under our hands in the City of **Two Rivers** in the County(ies) of **Manitowoc**, Wisconsin, this _____ day of _____, 20____.

City Manager, City of **Two Rivers**

Clerk, City of **Two Rivers**

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

FORM OF RECORD

The following preamble and resolutions were presented by Alderman _____ and were read to the meeting.

By the provisions of Sec. 24.66 of the Wisconsin Statutes, all municipalities may borrow money for such purposes in the manner prescribed, and,

By the provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands of Wisconsin is authorized to make loans from the State Trust Funds to municipalities for such purposes. (Municipality as defined by Sec. 24.60(2) of the Wisconsin Statutes means a town, village, city, county, public inland lake protection and rehabilitation district, town sanitary district created under Sec. 60.71 or 60.72, metropolitan sewerage district created under Sec. 200.05 or 200.23, joint sewerage system created under Sec. 281.43(4), school district or technical college district.)

THEREFORE, BE IT RESOLVED, that the City of **Two Rivers**, in the County(ies) of **Manitowoc**, Wisconsin, borrow from the Trust Funds of the State of Wisconsin the sum of **Two Hundred Fifty Thousand And 00/100 Dollars (\$250,000.00)** for the purpose of **financing TID #13 developer grant** and for no other purpose.

The loan is to be payable within **20** years from the 15th day of March preceding the date the loan is made. The loan will be repaid in annual installments with interest at the rate of **3.50** percent per annum from the date of making the loan to the 15th day of March next and thereafter annually as provided by law.

RESOLVED FURTHER, that there shall be raised and there is levied upon all taxable property, within the City of **Two Rivers**, in the County(ies) of **Manitowoc**, Wisconsin, a direct annual tax for the purpose of paying interest and principal on the loan as they become due.

RESOLVED FURTHER, that no money obtained by the City of **Two Rivers** by such loan from the state be applied or paid out for any purpose except **financing TID #13 developer grant** without the consent of the Board of Commissioners of Public Lands.

RESOLVED FURTHER, that in case the Board of Commissioners of Public Lands of Wisconsin agrees to make the loan, that the **City Manager** and clerk of the City of **Two Rivers**, in the County(ies) of **Manitowoc**, Wisconsin, are authorized and empowered, in the name of the city to execute and deliver to the Commission, certificates of indebtedness, in such form as required by the Commission, for any sum of money that may be loaned to the city pursuant to this resolution. The **City Manager** and clerk of the city will perform all necessary actions to fully carry out the provisions of Chapter 24, Wisconsin Statutes, and these resolutions.

RESOLVED FURTHER, that this preamble and these resolutions and the aye and no vote by which they were adopted, be recorded, and that the clerk of this city forward this certified record, along with the application for the loan, to the Board of Commissioners of Public Lands of Wisconsin.

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

Attachment: \$250,000 TID 13 Culvers (2617 : TID No. 13 Developer Grant for Culvers Project Borrowing)

Alderman _____ moved adoption of the foregoing preamble and resolutions.

The question being upon the adoption of the foregoing preamble and resolutions, a vote was taken by ayes and noes, which resulted as follows:

1.	Alderman _____	voted _____
2.	Alderman _____	voted _____
3.	Alderman _____	voted _____
4.	Alderman _____	voted _____
5.	Alderman _____	voted _____
6.	Alderman _____	voted _____
7.	Alderman _____	voted _____
8.	Alderman _____	voted _____
9.	Alderman _____	voted _____
10.	Alderman _____	voted _____
11.	Alderman _____	voted _____
12.	Alderman _____	voted _____

A majority of the members of the common council of the City of **Two Rivers**, in the County(ies) of **Manitowoc**, State of Wisconsin, having voted in favor of the preamble and resolutions, they were declared adopted.

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

STATE OF WISCONSIN

County(ies) of **Manitowoc**

I, _____, Clerk of the City of **Two Rivers**, in the County(ies) of **Manitowoc**, State of Wisconsin, do hereby certify that the foregoing is a true copy of the record of the proceedings of the common council of the City of **Two Rivers** at a meeting held on the _____ day of _____, _____, relating to a loan from the State Trust Funds; that I have compared the same with the original record thereof in my custody as clerk and that the same is a true copy thereof, and the whole of such original record.

I further certify that the common council of the City of **Two Rivers**, County(ies) of **Manitowoc**, is constituted by law to have _____ members, and that the original of said preamble and resolutions was adopted at the meeting of the common council by a vote of _____ ayes to _____ noes and that the vote was taken in the manner provided by law and that the proceedings are fully recorded in the records of the city.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of the City of **Two Rivers** this _____ day of _____, 20____.

Clerk (Signature)

Clerk (Print or Type Name)

City of Two Rivers

County(ies) of **Manitowoc**

State of Wisconsin

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

Page 6

STATE OF WISCONSIN
COUNTY(IES) OF **MANITOWOC**

TO: THE BOARD OF COMMISSIONERS OF PUBLIC LANDS

I, _____, Clerk of the City of **Two Rivers**, County(ies) of **Manitowoc**, State of Wisconsin, do hereby certify that it appears by the books, files and records in my office that the valuation of all taxable property in the City of **Two Rivers** is as follows:

EQUALIZED VALUATION FOR THE YEAR 20_____* \$ _____
* Latest year available

I further certify that the whole existing indebtedness of the City of **Two Rivers**, County(ies) of **Manitowoc**, State of Wisconsin, is as follows (list each item of indebtedness):

NAME OF CREDITOR

PRINCIPAL BALANCE
(EXCLUDING INTEREST)

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
TOTAL INDEBTEDNESS:	\$ _____

Clerk (Signature)

Clerk (Print or Type Name)

City of **Two Rivers**

County(ies) of **Manitowoc**,

State of Wisconsin

_____, 20_____
Date

THE TOTAL INDEBTEDNESS, INCLUDING THE TRUST FUND LOAN APPLIED FOR, MAY NOT EXCEED 5% OF THE VALUATION OF THE TAXABLE PROPERTY AS EQUALIZED FOR STATE PURPOSES. (Sec. 24.63(1), Wis. Stats., 1989-90)

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

Attachment: \$250,000 TID 13 Culvers (2617 : TID No. 13 Developer Grant for Culvers Project Borrowing)

ICE CLOUDS & CARIBBEAN CRUISER PROPOSAL FOR CONCESSION SERVICES

For Neshotah Beach



OVERVIEW

Ice Clouds & Caribbean Cruiser is pleased to submit this proposal for services to support the city of Two Rivers in its objective of finding a qualified contractor to provide a unique and satisfying food & concession experience. Ice Clouds and Caribbean Cruiser are a well-known and successful Brand in the Green Bay community and want to provide a unique dining option to the visitors of Neshotah Beach. With a combined experience of over 10 years in food services and a very large social following, we want to bring a one of kind island experience to the beach.

The Objective

- Need #1: Provide Food & Concessions
- Need #2: Competitive friendly pricing
- Need #3: Follow guidelines as outlined in the request for proposal

The Opportunity

- Goal #1: Provide high quality food and beverage services
- Goal #2: Follow all sanitation Requirements
- Goal #3: Maintain and upkeep all equipment provided by the city of Two Rivers
- Goal #4: Maintain a staff that provides a great customer experience

OUR PROPOSAL

The city of Two Rivers is a well-known tourist destination, and we believe that our authentic Hawaiian and Caribbean cuisine, along with the beautiful Neshotah beach, can transport the visitors by offering them a truly unique island dining experience. We feel that the partnership of Ice Clouds, Caribbean Cruiser and Neshotah beach is a one of a kind experience that visitors will not find anywhere else in the Midwest. Our highest priority is providing a great dining experience that is also matched with great customer service.

COMMISSION & RENT

We would like to propose a commission and guaranteed rent amount to the city of Two Rivers.

- Base Monthly rent of \$500.00 (June - September)
- Or Commission rent up to \$4,000 Monthly
 - 10% of net sales would be shared with city up to \$4,000 dollars a month

OPERATING PLAN

It is our objective to provide high-quality food and beverage service sales at the Park. Outlined below will be what we feel will be an adequate plan in running the stand.

- **Staffing:** Once hours are determined and based on sales volume, we will always have at least two staff members working the stand. If sale volumes are strong we will increase staff numbers as needed to keep up with the demand
- **Management:** We will task an employee to oversee day-to-day operations. Owners will not always be present but we will make a concentrated effort on being there when available to do so.
- **Food Prep:** Once sales volumes have been determined, we will adequately prep food as needed on a daily and weekly basis.
- **Sanitation:** Both Ice Clouds and Caribbean Cruiser follow strict guidelines in the mobile food industry and will follow those same standards when operating at the concession stand.
- **Suppliers Equipment:** We will need the option to install a hood system/grill in order to cook. If the city does not want to provide that equipment, we can look into installing those ourselves.
- **Hours of Operation:** We will need to officially determine this but would like to be open when the beach is open.
- **Furnishings:** We can provide additional seating elements once we determine volumes

MENU & PRICING

Attached in the proposal you will find a detailed menu from both Ice Clouds and Caribbean Cruiser. On top of having these menu's we can still provide a more snack friendly experience that was provided before such as hot pretzels, nachos, etc.. We would like to see what the pricing structure was like from the previous owners in order to provide a fair pricing structure.

ICE CLOUDS

SHAVED ICE FLAVORS

Bahama Mama	Lemonade
Banana	Lemon Lime
Birthday Cake	Mango
Blue Hawaiian	Margarita
Blue Raspberry	Orange
Bubble Gum	Passion Fruit
Buttered Beer	Peach
Cherry	Pina Colada
Cherry Lime	Pineapple
Aid	Pink Lemonade
Coconut	Raspberry
Cotton Candy	Rootbeer
Dreamsicle	Strawberry
Grape	Tiger Blood
Green Apple	Vanilla
Hawaiian	Watermelon

RAINBOW UNICORN BOMB-POP

AVAILABLE SIZES

SMALL \$3
MEDIUM \$4
LARGE \$5
LOADED \$7
(Includes: Ice Cream, Mochi, Boba, Whip Cream)

TOPPINGS

EXTRA SOUR 50¢
ICE CREAM \$1
POP ROCKS \$1
SWEET CREAM 50¢
WHIPPED CREAM 50¢
RAINBOW MOCHI \$1
POPPING BOBA \$1
(Chocolate • Strawberry • Rainbow • Passion Fruit)

ICE CLOUD SPECIALTIES

ULTIMATE RAINBOW - ADD \$1
(Includes Rainbow belt and whip cream)
ROOT BEER FLOAT - ADD \$1
(Root Beer with ice cream and cream)
DILL PICKLE - ADD \$1
(Real Dill Juice and Pickles)

BOTTLE OF WATER \$1

We Have Sugar Free!

MENU

<h4>Main Dishes</h4> <p>JERK CHICKEN PLATE - \$12 Includes: Jerk Chicken, Rice, Beans, and Potato Salad CUBAN SANDWICH - \$10 Includes: Ham, Swiss, Pickled Peppers, and Yucca PULLED PORK SANDWICH - \$10 Includes: Pork, Beans, and Pickled Peppers JERK CHICKEN PHILLY SUB - \$10 Includes: Jerk Chicken, Pepper Jack Cheese, and Pickles JERK CHICKEN SANDWICH - \$10</p>	<h4>Tacos</h4> <p>PULLED PORK TACO - \$5 Includes: Pork, Beans, and Potato Salad JERK CHICKEN TACO - \$5 Includes: Jerk Chicken, Beans, and Potato Salad SHRIMP TACO - \$5 Includes: Shrimp, Beans, and Potato Salad SPICY SHRIMP TACO - \$5 Includes: Spicy Shrimp, Beans, and Potato Salad</p>
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Sides

ISLAND SLAW \$3 | POTATO SALAD \$3 | ISLAND MAC & CHEESE \$4 | RICE & BEANS \$3 | FRIED PLANTAINS \$4

QUALIFICATIONS

Ice Clouds & Caribbean Cruiser have proven to be food industry leaders that provides high quality/guaranteed product/service. You can find them both jointly participating in events all summer long throughout northeast Wisconsin. They have been operating in the food truck industry for over 6 years. We are both experienced in handling crowds for even the largest events such as Kites over Lake Michigan. We also can provide a unique experience by inviting the Green Bay food truck coalition to some events, which currently has over nine food trucks in its group.

- Ice Clouds – Owners: Josh Delforge, Brandon Kucksdorf, Neil Dy
 - Been in operation for 5 years
 - We have 3 locations throughout Green Bay
- Caribbean Cruiser – Owners Wesley Damys
 - Chef for over 17 years
 - Owner of Caribbean Cruiser for last 3 years.

CONCLUSION

We look forward to working with The city of Two Rivers and supporting your efforts on providing a fantastic Food and Beverage experience. We are confident we can make this a truly unique experience that will keep the patrons at Neshotah beach coming back again and again.

If you have questions on this proposal, feel free to contact Josh Delforge at your convenience by email at Josh@gbiceclouds.com or by phone at 920-412-8539.

Thank you for your consideration,

Ice Clouds & Caribbean Cruiser

REFERENCES

- Shannon Heupel – 920-246-4831
- Brian Miller – 920-655-8211
- Pat Joyce – 920-664-1034



Department of Public Works
 1717 East Park Street
 Post Office Box 87
 Two Rivers, WI 54241-0087
 Director/Engineer.....920-793-5539
 Public Works Shop.....920-793-5576
 Wastewater Superintendent.....920-793-5574
www.two-rivers.org

Council Manager Government Since 1924

Project Acceptance Certifications
City of Two Rivers, Wisconsin
For
2018 Street & Utility Improvements – 27th Street
DNR Plan and Specification Approval Number S-2017-0674
Financed Through the Clean Water Fund Loan Program
Loan 4107-42

Contract: 2018 Street & Utility Improvements – 27th Street

Contractor: DeGroot, Inc.

Project Description: Project involved relining the sanitary sewer main, replacement of clay sewer laterals, replacement of lead water service lateral, and rehabilitation of 27th Street, from Forest Avenue to Washington Street,

The attached Project Acceptance Certification was approved for signature by the City Manager by action of the City Council at its regular meeting held April 20, 2020.

Motion Made By: _____

Seconded By: _____

Motion Carried by the following vote:

Ayes: _____

Nays: _____

 Gregory E. Buckley, City Manager

Dates as of: _____

 Kim M. Graves, City Clerk

Dates as of: _____

Attachment: Project Acceptance Certification_CWF_27th (2620 : Project Acceptance Certification 2018 Utility Improvements)

State of Wisconsin
 Department of Natural Resources
 Bureau of Community Financial Assistance
 101 S. Webster St., P O Box 7921
 Madison WI 53707-7921
 Phone (608) 266-7555
 Fax (608) 267-0496

Environmental Improvement Fund (EIF) Project Acceptance Certification

Form 8700-280 (R 1/11)

Notice: This form is authorized by ss. 281.58 and 281.61, Wis. Stats. Submittal to the Department of a completed form is mandatory for all recipients of EIF loans. A separate form is required for each prime contractor. Failure to submit a completed form shall result in the denial of final disbursement of loan funds.

Personally identifiable information provided on this form will be used to determine compliance with closeout procedures as outlined in the Financial Assistance Agreement and may be made available upon request under Wisconsin's Open Records laws (ss. 19.32-19.39, Wis. Stats.) and requirements.

Project Information

Municipality Name

City of Two Rivers

Prime Contractor

DeGroot, Inc

Contract Number

2018 Utility Improvements-27th St / DNR-4107-42

Upon final inspection and approval of all change order(s), all work performed by the awarded contractor(s) and subcontractor(s) (if any) has been constructed according to the plans and specifications approved by the Department of Natural Resources (DNR).

DNR Plan and Specification Approval Number

S-2017-0674

Date Approved

10/13/2017

Project Description

27th Street - Public Right-of-Way

Work includes, but is not limited to, lining of the sanitary sewer main collection system with a 6-millimeter finished and cured thickness liner, sanitary sewer lateral and water service replacement, installation of 4-inch stubbed sump pump storm laterals, installation of 360 lineal feet of 12-inch storm sewer, asphalt milling, and repaving.

27th Street - Private Property

Work includes, but is not limited to, replacement of lead, and lead contaminated, service lines from the property line to the water meter within each building, and replacement of clay sanitary sewer laterals from the property line, to, or into the building, as determined on a case-by-case basis.

Engineer Certification

On behalf of the engineering consulting firm contracted by the above named municipality, I hereby certify to the best of my knowledge that the above mentioned project has been constructed and inspected to conform to the referenced specifications.

Name of Engineer

Scott W. Ahl

Name of Engineering Firm

City of Two Rivers

Signature of Engineer

Date Signed

Municipal Certification

The above named municipality has accepted at its regular meeting of officials the above mentioned project from the contractor and engineer.

Name of Authorized Representative

Gregory E. Buckley

Title

City Manager

Signature of Authorized Representative

Date Signed

Attachment: 8700-280_CWF27th (2620 : Project Acceptance Certification 2018 Utility Improvements)



PROCLAMATION OF ARBOR DAY APRIL 24, 2020

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource, giving us paper, wood for our homes, fuel for our furnaces and countless other wood products; and

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community; and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal;

WHEREAS, the Arbor Day Foundation has launched a social media campaign to plant 50,000 trees on behalf of people celebrating Arbor Day while following social distancing measures during the coronavirus pandemic

WHEREAS, through April 24 — the 148th observance of Arbor Day — the Foundation will plant one tree for each Instagram, Twitter, or Facebook user who posts a picture of a tree using the hashtag #ArborDayAtHome, up to 50,000 trees;

NOW, THEREFORE, the City Council of the City of Two Rivers, declares April 24, 2020 as

ARBOR DAY

in the City of Two Rivers and urges all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands; and

FURTHER, we urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Dated this 20th day of April, 2020.

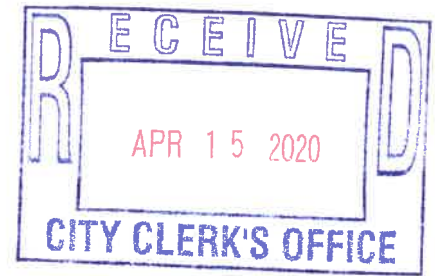
Curt Andrews, City Council President

Greg Buckley, City Manager



April 14, 2020

Kim Graves, City Clerk
City Hall
1717 Park St.
Two Rivers, WI 54241



Dear Ms. Graves,

In accordance with the legal advertising rates established by the State of Wisconsin, we are pleased to quote you the following legal advertising rates for the publication of council proceedings and other city legal advertising for the upcoming year.

Classified 6 Column Per Line charge –
Arial 6-point Font:

Number of Columns	Column Width (Picas)	First Insertion	Subsequent Insertion(s)
1	9.18	\$.6671	\$.5270
2	19.36	\$1.4071	\$1.1115
3	29.54	\$2.1470	\$1.6961
4	39.73	\$2.8869	\$2.2806
5	49.91	\$3.6269	\$2.8651
6	60.09	\$4.3668	\$3.4496

Newspapers to be circulated in this geographic area: 5.240
Additional charges that may apply - affidavit charges \$1.00 for each affidavit.

Thank you for the opportunity to serve your community.

Sincerely,

Tara Mondloch
Director- Public Notices
Manitowoc Herald Times Reporter

Attachment: Official Newspaper (2612 : Official Newspaper Declaration and Bid)

Legal Advertising Rates for City Legal Advertising

Number of Columns	Column Width (Picas)	2019 First Insertion	2020 First Insertion	2019 Subsequent Insertion(s)	2020 Subsequent Insertion(s)
1	\$9.1800	\$0.6576	\$0.6671	\$0.5195	\$0.5270
2	\$19.3600	\$1.3870	\$1.4071	\$1.0956	\$1.1115
3	\$29.5400	\$2.1164	\$2.1470	\$1.6718	\$1.6961
4	\$39.7300	\$2.8458	\$2.8869	\$2.2480	\$2.2806
5	\$49.9100	\$3.5752	\$3.6269	\$2.8242	\$2.8651
6	\$60.0900	\$4.3046	\$4.3668	\$3.4003	\$3.4496

CONDITIONAL USE PERMIT

City of Two Rivers
Amendment No. 1 to
Permit No. 2020-02

Document Number

Before the City Council of the City of Two Rivers, Manitowoc County, Wisconsin, regarding the premises at 1507 - 22nd Street in the City of Two Rivers, Manitowoc County, State of Wisconsin, further described as:

Original Plat, Lots 1 - 4, the East 50 feet of the North 100 feet of Lot 5, *the West 10 feet of the North 90 feet of Lot 5 and the North 90 feet of Lot 6*, Block 29 in the City of Two Rivers, Manitowoc County, Wisconsin.

Inspections Department
City of Two Rivers
PO Box 87
Two Rivers, WI 54241-0087

Parcel ID Number: t/b/d

Zoning Classification of the Premises is: B-1 Business District/Conditional Use for a Drive-Thru Facility.
Mailing Address of the Premises is: c/o Aaron Abt, 11371 Oldenburg Lane, Galena, IL 61036

WHEREAS, the Zoning Code and Zoning District Map of the above named municipality, pursuant to State Statute, state that the premises may not be used for the purpose hereinafter described but that upon petition such use may be approved by the municipality as a Conditional Use in particular circumstances as defined by the standards in the Zoning Ordinance; and

Petition therefore having been made, and public hearing held thereon, and the City Council of the City of Two Rivers having determined that by reason of the particular nature, character and circumstances of the proposed use, and of the specific and contemporary conditions, permit of such use upon the terms and conditions hereinafter prescribed would be consistent with the requirements of the Zoning Ordinance.

Now, therefore, it is permitted, subject to compliance with the terms and conditions hereinafter stated, that the Premises may be used for the purpose of the operation of a drive-thru facility.

Permitted by action of the City Council of the City of Two Rivers on May 4, 2020.
Original filed in the office of the City Clerk of the City of Two Rivers, Wisconsin

The Conditions of this Permit are:

1. This Permit shall become effective upon the execution and recording by the Owner of the Premises as acceptance hereof.
2. This Permit shall be void unless proper application, pursuant to the Building and Zoning Codes of this Municipality, for appropriate Building and Zoning Use Permits in conformity to this Permit, is made within twelve (12) months of the date hereof.
3. This Permit is subject to amendment and termination in accordance with the provisions of the Zoning Code of this Municipality.
4. Construction and operation of the use permitted shall be in strict conformity with the approved Site, Architectural, Lighting and Landscaping Plans and such plans are incorporated herein by reference as if set forth in detail herein.
5. Any substantial change or expansion of the facilities permitted by the initial issuance of this Permit would require approval by the Plan Commission and City Council as an amendment to this Permit.
6. Conditions of Operations:
 - a. Hours of operation: 6 AM - Midnight, 7 days per week.
 - b. Inspection by the TRFD prior to opening for business,
 - c. Signage in accord with the City's Sign Code.
 - d. All landscaping plantings shall be maintained and kept in good health or be replaced; and, all landscaped areas shall be maintained in such a manner to be free of weeds.

ORDINANCE

AN ORDINANCE to amend Section 10-1-14(f)(2) of the Municipal Code of the City of Two Rivers, Wisconsin, regarding parking space dimensions.

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

SECTION 1: That Section 10-1-14(f)(2) of the Municipal Code is hereby created, to read as follows:

- (2) **Parking Space.** An area not in a street or alley and having dimensions of not less than **9 ft x 18 ft.** ~~8 ft. 6 in. x 20 ft.~~ exclusive of driveways, permanently ~~+~~ reserved for the temporary storage of one automobile and connected with a street or alley by a driveway which affords ingress and egress for an automobile without requiring another automobile to be moved.

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

Dated May 4, 2020.

Curt Andrews
President, City Council

Gregory E. Buckley
City Manager

Attest:

Kim Graves
City Clerk

Approved as to form and legality:

John M. Bruce
City Attorney

Attachment: 10-1-14.parking.draft.ord (2599 : zoning code parking spaces)

City of Two Rivers Strategic Goals and Objectives (Draft 4/16/20)

The following goals and objectives are presented for discussion and adoption by the Two Rivers City Council to provide clear direction for the City through 2020 and into 2021.

The City Council is for not only responsible for adopting these goals and objectives, but for monitoring the City's progress in pursuit of these goals and supporting the City Manager and staff as they development and implement policies, programmatic initiatives and capital investment in support of these goals and objectives.

The City Manager, as appointed Chief Executive Officer for the City, is responsible for coordinating city government's actions and leading City staff in pursuit of these goals and objectives; he is accountable to the City Council for success in achieving these goals and objectives.

Every City department must be aware of these goals and objectives and is expected to contribute to their pursuit and attainment. City staff will review these goals and objectives with the various citizen boards and committees of the City, seeking members' objective feedback and support for these efforts.

The City Council and City Manager recognize that the effective pursuit of these goals and objectives requires not only the support, hard work and cooperation of the City Council, City Manager, Department Heads and staff, but also requires the cooperation and support of many community partners.

After all WE ARE TWO RIVERS!

2020 Strategic Goals & Objectives

I. Focus relentlessly on fiscal new revenue streams and operational sustainability.

- Encourage and facilitate projects that will increase City tax base—both new construction and increase in market value of existing properties
- Recruit businesses that can take advantage of available water and wastewater treatment capacity, to help stabilize or reduce rates for those utilities
- Increase the General Fund's Unrestricted Fund Balance to \$2 million—improve by at least \$250,000 per year
- Eliminate Water Utility deficit—reduce by at least \$180,000 per year
- Capitalize on sale/development of City-owned properties—short-term revenue from sales; long-term property tax and utility revenue from redevelopment
- Educate City Council and community on the fiscal constraints placed on cities by Wisconsin's statutory and institutional framework for financing local government; work through the WI League of Municipalities and other state-level organizations to bring about changes in the system for financing local services

II. Deliver outstanding city services & innovations for both sustainability and to support future growth.

- Develop, implement and act upon feedback mechanisms for local residents and businesses
- Invest in technology to drive delivery of quality services and to achieve economies
- Develop and implement a strategy for better informing the public about city services and infrastructure and their contribution to economic development and community quality of life

III. Drive strategic community development.

- Develop and implement programs to encourage reinvestment in existing housing stock
- Emphasize continued redevelopment in the City's downtown and downtown waterfront areas
- Emphasize redevelopment investment along Memorial Drive
- Invest in critical infrastructure, leveraging available funding from non-City sources to maximize investment
- Complete update of 2010 Comprehensive Plan and related City plans; emphasize community development and redevelopment needs and priorities in new Comp Plan
- In pursuit of all the above goals, make strategic use of development incentives

IV. Continue to grow a vibrant, sustainable, safe & connected community while respecting our traditions & history to attract new residents, visitors & new businesses.

- Develop design standards and incentives for investment in historic properties
- Develop design standards and incentives for new development and redevelopment in the downtown and downtown waterfront areas
- Develop and adopt a local historic preservation ordinance including creation of a City Historical Commission
- Update and continue implementation of 2013 Bike/Ped Facilities Plan
- Foster development of the local arts community as an integral component of community quality of life and economic development

V. Encourage employees' personal and professional development, invest in employees to deliver the highest quality services for our community today and tomorrow while being a preferred city for career opportunities.

- Recruit and retain employees whose professional and educational backgrounds and interests are consistent with the City's goals
- Retain good employees by encouraging ongoing professional development, supported by City budgeted resources and through active pursuit of grant funding
- Recruit and retain good employees by maintaining competitive, market-based pay scales
- Develop and maintain succession plans for positions of City Manager, department heads and other key positions

VI. Enhance and promote the City identity and brand story throughout the region.

- Tell Two Rivers' story through effective implementation of branding strategy, using the most effective communication channels, digital and traditional
- Target message to drive economic development, new residential growth, and tourism.
- Leverage community and regional resources to help promote Two Rivers' brand story, including:
 - TRBA
 - Two Rivers Main Street
 - Two Rivers Historical Society
 - Hamilton Wood Type and Printing Museum
 - Woodland Dunes Nature Center
 - Local Arts Community
 - Area Realtors
 - Local Employers
 - Progress Lakeshore
 - Manitowoc Area Visitor and Convention Bureau
 - Chamber of Manitowoc County