

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, May 4, 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/95761796221> 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 957 6179 6221

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. ANNOUNCEMENT OF METHODS FOR PUBLIC PARTICIPATION IN THIS REMOTE MEETING**
- 5. PUBLIC HEARING**
 - A. Public Hearing on Amendment No. 1 to a Conditional Use Permit for Proposed Culver's Restaurant, 1507 22nd Street
Recommend Action:
Motion to waive reading and approve the Conditional Use Permit

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

Recommended Action:

Motion to waive reading and adopt the Ordinance

6. INPUT FROM THE PUBLIC

7. COUNCIL COMMUNICATIONS

Letters and other communications from citizens

8. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

9. CITY MANAGER'S REPORT

A. Invited Guests

- 1. Introduction and Swearing in Swearing-in of Assistant Police Chief Benjamin Meinnert
- 2. Presentation of Lifesaving Award to Officer Bradley Dimmcik

B. Status/Update Reports

- 1. May 5 is Liberation Day in Two Rivers' Sister City of Domažlice--75th Anniversary of Their Liberation at the End of WWII
- 2. Sale of 1.88 acres of Columbus industrial Park Property by City to Ironwood Plastics closed on April 30--Revenue of \$46,545
- 3. City is Now the Owner of 2023 Washington Street (Former Uni-Mart)
- 4. Thank You to City Electric Utility Crews for April 29 Storm Response
- 5. Thank You to Public Works Crews for Efforts to Preserve Beachwalk During April 29 Storm
- 6. Thank You to Two Rivers Rotary for Recent Donations in Support of the Two Rivers Fire Department
- 7. Memorial Day 2020: Parade and Ceremony at Cemetery Cancelled; "Salute to Our Military" Planned for Central Park, Staff looking at Options for On-Line Tribute on Memorial Day
- 8. COVID-19 Update
- 9. Downtown Hotel Project
- 10. Riverside Foods Expansion Project
- 11. Former Paragon Property
- 12. Other

C. Legislative/Intergovernmental Update

10. CONSENT AGENDA

A. Presentation of Minutes

1. Regular City Council Minutes-April 20, 2020 and Re-organizational Meeting Minutes April 21, 2020

Recommended Action:

Motion to waive reading and adopt the minutes

B. Reports

1. Minutes of Meetings

- a. Business and Industrial Development Committee, February 27, 2020
- b. Personnel and Finance Committee, April 22, 2020

Recommended Action:

Motion to receive and place on file

2. Finance Reports

- a. Debt Service, March 2020
- b. General Fund, March 2020
- c. Lester Library, March 2020
- d. Utilities Report, 1st Quarter 2020

Recommended Action:

Motion to receive and place on file

RECOMMENDED ACTION FOR CONSENT AGENDA

Motion to approve the Consent Agenda with the various actions recommended

11. CITY COUNCIL - FORMAL ITEMS

- A. Election of City Council Representative to Progress Lakeshore Board (Tie vote on April 27)

Recommended Action:

Council discretion

- B. Review and Consider Changes to Policy on Councilmember Participation in Meetings from a Remote Location

Recommended Action:

Council discretion

- C. City Manager's Appointments and Re-Appointment to Boards, Committees and Boards

Recommend Action:

Motion to approve the appointments as recommended by the City Manager

- D. Ordinance Amendment to Temporarily Reduce Fee for Class B Liquor Licenses

Recommended Action:

Council discretion

- E. Discussion and Direction to Staff Regarding Possible Changes to the City Ordinance on Beer Gardens to Facilitate Use of Outdoor Serving Areas--Responsive to Proposal by Tavern League of Wisconsin (Forwarded by Councilmember Wachowski)

Recommended Action:

Motion to direct staff to prepare an ordinance amendment for consideration at the May 18 Council meeting

- F. Resolution Urging Governor Evers and State Legislative Leaders to Pursue a Cooperative and Balanced Approach to Protecting Public Health and Reopening Wisconsin's Economy, as Communities Across the State Struggle to Deal With the COVID-19 Pandemic (Requested by Councilmember Darla LeClair-draft to be distributed at meeting)

Recommended Action:

Motion to waive reading and adopt the resolution

- G. Ordinance to Amend Sections 6-2-2(a) and 6-2-5 of the Municipal Code, to Authorize Issuance of Operators Licenses by the City Clerk

Recommended Action:

Motion to waive reading and adopt the Ordinance

- H. Proclamation Naming the Week of May 10-16, 2020 as Police Week and May 15, 2020 as Peace Officers Memorial Day (to be distributed at meeting)

Recommended Action:

Motion to read and adopt the Proclamation

- I. Resolution Proclaiming International Migratory Bird Day, May 9, 2020

Recommended Action

Motion to read and adopt the resolution

- J. Proclamation for National Drinking Water Week May 3-9, 2020

Recommended Action:

Motion to read and adopt the Proclamation

12. FOR INFORMATION ONLY

- A. Manitowoc County Celebrating May as Foster Care Month
- B. City Council Meeting, Monday, May 18, 2020, 6:00 PM—Remote Meeting
- C. City Council Work Session Meeting, Tuesday, May 26, 2020, 6:00 PM—Remote Meeting

13. CLOSED SESSION

The City Council reserves the right to enter into Closed Session, per Wisc. Stats 19.85(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,

Others

- Discuss Status of Negotiations Regarding Former Hamilton Property
- Discuss Status of Negotiations Regarding Sale or Lease of Former Paragon Property

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

- Confer with Legal Counsel Regarding Property Acquisition Matters Likely to be the Subject of Litigation
- Discuss Current Litigation Matter

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

1. CALL TO ORDER by President Curt Andrews at 6:05 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

5. PUBLIC HEARING

6. INPUT FROM THE PUBLIC

Mr. Buckley stated options for the public to view and participate in this meeting.

7. COUNCIL COMMUNICATIONS

Letters and other communications from citizens

Council President Andrews stated that a citizen had recommended hanging the American flags back up to show the community civic pride support of the COVID-19 pandemic. He passed the recommendation along to City staff and the flags went up today.

Attachment: 04.20.20 cc min final (2468 : City Council - Regular Meeting)

He stated that he also received a call concerned about the change of ownership of Blue Parrot to establish the Tidy Store of Two Rivers, a gas station including a convenience store; that citizen, recommended to check out the Tidy Store in Sheboygan and the possibility of what the potential facility could look like here.

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

Mr. Buckley introduced Justin Fischer with Robert W. Baird who participated remotely. He also introduced bond counsel Brian Lanser of Quarles & Brady, participating remotely.

Mr. Fischer reported that the City obtained very favorable interest rates in the bond and note sale that occurred earlier in the day. A true interest cost of 2.02 percent was obtained on \$6.125 million in 10-year promissory notes, which included \$1.33 million in financing for new projects. A true interest cost of 2.76 percent was obtained on \$2.085 in taxable general obligation refunding bonds, being issued to refinance borrowing to pay off the City's outstanding WRS liability.

Mr. Buckley asked the Councilmembers to move item 11(C) and 11(D) to be next on the agenda, to allow Justin Fischer - Robert W. Baird & Co. Incorporated, to answer Councilmembers questions on the 2020 borrowing.

2020-084 11 (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

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]

MOVER: Bill LeClair, Councilmember

SECONDER: Mark Bittner, Councilmember

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

2020-085 11 (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, amended to reflect a total issue size of \$2,085,000

Mr. Fischer and Mr. Lanser noted that the amount of this issue should be reduced to \$2,085,000, to reflect the refinancing of a 2016 State Trust Fund loan not being included in this issue, as there were not sufficient interest savings available.

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]

MOVER: Jack Powalisz, Vice-President

SECONDER: Mark Bittner, Councilmember

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

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

Mr. Buckley congratulated the winners of the April 7 City Council Election, Bonnie Shimulunas, Darla LeClair, Adam Wachowski. He also thanked Keith Lyons and Tracey Koach for their interest in serving on City Council.

2. COVID-19 Update

Mr. Buckley reported as of today, Manitowoc County still stands at 7 confirmed cases; 229 negative tests.

Statewide, Wisconsin has 4,499 confirmed cases; 230 fatalities; 46,603 negative tests.

The "Badger Bounce-Back," Executive Order No. 31, issued today by Secretary-designee of Department of Health Services and an extension of "Safer at Home" Executive Order No. 12 to May 26 (by Executive Order No. 28) was announced by Governor Evers last week; per "Badger Bounce-Back," some of the restrictions under these orders may be eased in a phased approach as Wisconsin sees progress against the COVID-19 pandemic, in keeping with President Trump's "Guidelines for Opening Up America Again."

3. Downtown Hotel Project

Mr. Buckley stated the hotel is progressing well with the exterior masonry nearly completed and the interior painting is underway.

4. Riverside Foods Expansion Project

Mr. Buckley stated the Riverside Foods' \$8.0 million expansion project is well underway.

5. Culver's Restaurant Project

Mr. Buckley reported the Plan Commission on April 13 approved Site and Architectural Plans, recommended Amendment #1 to Conditional Use Permit for City Council approval and the developer has negotiated extensions on closing dates for property purchases; developer Aaron Abt remains optimistic about the project moving forward this year.

6. April 7 Election Update

Mr. Buckley thanked everyone who voted absentee, pollworkers, City Clerk and the Deputy City Clerk.

7. Special 2020 Spring Leaf and Grass Pickup Weeks of April 20 and 27

Mr. Buckley reported on a special Spring leaf & grass pickup the weeks of April 20 and 27.

8. April 8 is Lineworker Appreciation Day

Mr. Buckley stated April 18 was Lineworker Appreciation Day and thanked the Two Rivers Electric Utility Lineworkers, who "keep the power on" in all conditions.

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)

Mr. Buckley reported the electric utility rate increase of 4.48 percent will take effect May 1. The application rate adjustment was approved by City Council in May 2019 and approved by PSCW in March.

10. Other

Mr. Buckley reported DPW employees are doing infrastructure maintenance, an essential function, with room for physical separation during the COVID-19 emergency.

Mr. Buckley reported the Lester Public Library will begin offering curbside pickup of materials starting Friday, April 2 and the City boat launch and fish cleaning station at Vets Park will re-open by the weekend of May 2-3.

C. Legislative/Intergovernmental Update

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

10. CONSENT AGENDA

A. Presentation of Minutes

1. **2020-081** 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. **2020-082** 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. **2020-083** 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

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

11. CITY COUNCIL - FORMAL ITEMS

- A. **2020-086** 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

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

- B. **2020-087** 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

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

- C. Moved to 9 (A) Resolution Authorizing the Issuance and Sale of \$5,975,000 General Obligation Promissory Notes
- D. Moved to 9 (A) Resolution Authorizing the Issuance and Sale of \$2,425,000 Taxable General Obligation Refunding Bonds
- 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

Attachment: 04.20.20 cc min final (2468 : City Council - Regular Meeting)

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

The City Manager asked that no action be taken on this item, as favorable rates for this financing were obtained via the market issue handled through R.W. Baird.

RESULT: NO VOTE

- F. **2020-088** Resolution Authorizing 15-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

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]

MOVER: Bonnie Shimulunas, Councilmember

SECONDER: Bill LeClair, Councilmember

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

- G. **2020-089** Resolution Authorizing 10-Year Borrowing of \$550,000 at 3.00 Percent Annual Interest from the 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/Waterfront Development)

Recommended Action:

Motion to waive reading and adopt the Resolution

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]

MOVER: Mark Bittner, Councilmember

SECONDER: David England, Councilmember

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

- H. **2020-090** 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

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]

MOVER: Erin Gonnerman, Councilmember

SECONDER: Jack Powalisz, Vice-President

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

I. **2020-091** Contract for Concession Services at Neshotah BeachRecommend 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

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]

MOVER: Erin Gonnerman, Councilmember

SECONDER: Bonnie Shimulunas, Councilmember

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

J. **2020-092** 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 4107-42Recommended Action:

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

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]

MOVER: Jack Powalisz, Vice-President

SECONDER: Mark Bittner, Councilmember

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

K. **2020-093** Proclamation of Arbor Day, April 24, 2020Recommended Action:

Motion to waive reading and adopt the Proclamation

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]

MOVER: Erin Gonnerman, Councilmember

SECONDER: Jack Powalisz, Vice-President

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

L. **2020-094** Official Newspaper Declaration and BidRecommended Action:

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

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]

MOVER: Bonnie Shimulunas, Councilmember

SECONDER: Jack Powalisz, Vice-President

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

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

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]

MOVER: Bonnie Shimulunas, Councilmember

SECONDER: David England, Councilmember

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

- 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

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]

MOVER: David England, Councilmember

SECONDER: Jay Remiker, Councilmember

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

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

1. 2020 City Goals and Objectives

Recommended Action:

Motion to refer to the May work session

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]

MOVER: Jack Powalisz, Vice-President

SECONDER: Mark Bittner, Councilmember

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

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, Tuesday, May 26, 2020, 6:00 PM—Remote Meeting
- C. City Council Meeting, Monday, May 18, 2020, 6:00 PM—Remote Meeting

13. CLOSED SESSION

At 7:55 PM, a motion to enter into Closed Session, per Wisc. Stats 19.85(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

Mr. Buckley noted that the streaming and televising of the meeting would end at this time. He added that no action would be taken by the City Council upon reconvening in open session, other than to adjourn the meeting.

In attendance for the closed session, in addition to City Council: City Clerk Kim Graves, City Manager Greg Buckley, Public Works Director Jim McDonald, Attorney Jack Bruce and Attorney Mark Olson.

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

At 7:55 PM Councilmember Powalisz left the meeting.

14. RECONVENE IN OPEN SESSION

At 9:05 PM, a motion to reconvene in open session and consider possible actions in follow-up to closed session discussions.

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

15. ADJOURNMENT

At 9:05 PM, a motion to dispense with the reading of the minutes of the meeting and adjourn.

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

Kim M. Graves
City Clerk

**CITY OF TWO RIVERS
COUNCIL PROCEEDINGS
RE-ORGANIZATIONAL MEETING
Tuesday, April 21, 2020 – 6:00 PM
Council Chambers – City Hall
MINUTES**

I. CALL TO ORDER BY CITY MANAGER by President Curt Andrews at 6:03 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. Mr. Buckley welcomed new Councilmembers LeClair and Wachowski. He noted that City Clerk Graves administered the Oath of Office to newly Elected Councilmembers Adam Wachowski and Darla LeClair and re-elected Councilmember Shimulunas earlier in the day in the City Clerk's Office.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL BY CITY CLERK

Attendee Name	Title	Status	Arrived
Jay Remiker	Councilmember	Present	
Bill LeClair	Councilmember	Present	
Adam Wachowski	Councilmember	Present	
Bonnie Shimulunas	Councilmember	Present	
Curt Andrews	President	Present	
Darla LeClair	Councilmember	Present	
Jack Powalisz	Vice-President	Present	
Mark Bittner	Councilmember	Present	
John Casavant	Councilmember	Present	

Also participating remotely were Jim McDonald, Public Works Director; Brian Kohlmeier, Police Chief; Ross Blaha, Water; Dave Dassey, City Information Technology; and Greg Buckley, City Manager.

IV. ELECTION OF PRESIDENT AND VICE PRESIDENT OF CITY COUNCIL

Mr. Buckley stated that WI State Statutes allows the use of a secret ballot where a public body is electing its officers. While such votes can be "on the record," it has been a longstanding practice of the City Council to use a secret ballot-until this year, it has always been a paper ballot, collected and counted by the City Clerk, who then reports the results,

The City Manager went on to note that this year with members logging into an on-line meeting, paper ballots are not an option. He suggested that, after nominations are made, Councilmember could either text their vote to City Clerk Kim Graves or call on the landline in the Council Chambers. He added that, if any Councilmember prefers that this be a public voice vote, or wants to propose an alternate method, that can be addressed by making a motion to that effect.

A motion was made by Councilmember Bittner, seconded by Councilmember Darla LeClair, to vote by voice vote. Upon a voice vote, motion carried.

Mr. Buckley asked for nominations for President. Councilmember Bittner nominated Curt Andrews and Councilmember Shimulunas nominated John Casavant. There were no other nominations, therefore, nominations were closed.

Darla LeClair, Bill LeClair, Mark Bittner, Jay Remiker, Jack Powalisz, Curt Andrews voted for Curt Andrews.

Adam Wachowski, Bonnie Shimulunas and John Casavant voted for John Casavant. On a vote of 6 to 3, Curt Andrews was declared President of the City Council and assumed the position of Chair.

President Andrews called for nominations for Vice-President. Councilmember Powalisz nominated Darla LeClair and Councilmember Wachowski nominated John Casavant. There were no other nominations, therefore, nominations were closed.

Mark Bittner, Darla LeClair, Bill LeClair, Jack Powalisz, Jay Remiker, Curt Andrews voted for Darla LeClair.

John Casavant, Bonnie Shimulunas, Adam Wachowski voted for John Casavant.

On a vote of 6 to 3, Darla LeClair was declared Vice-President of the City Council.

V. SEATING ARRANGEMENT FOR 2020-2021

Mr. Buckley noted that the City Council members will draw seat assignments at the first meeting when the Council can gather in person.

VI. ADOPTION OF RESOLUTION CONCERNING REGULAR MEETINGS PER MONTH, TIME OF MEETINGS, ORDER OF BUSINESS, MATTERS REFFERED TO FUTURE MEETING, COUNCIL COMMITTEES AND RULES OF PROCEDURE

Mr. Buckley presented the Resolution Concerning Regular Meetings Per Month, Time of Meetings, Order of Business, Matters Referred to Future Meetings, Council Committees and Rules of Procedure.

The Council stated they did not receive this Resolution. It was then the consensus to add this Resolution to the Monday, April 27, 2020 Work Session Meeting Agenda

VII. ADJOURNMENT

At 6:17 PM, a motion was made by Councilmember Remiker, seconded by Councilmember Bill LeClair, to adjourn the meeting. Upon a voice vote, motion carried.

Kim M. Graves
City Clerk

CITY OF TWO RIVERS
 BUSINESS AND INDUSTRIAL DEVELOPMENT COMMITTEE
 AND COMMUNITY DEVELOPMENT AUTHORITY
 PROCEEDINGS
 Special Meeting
Thursday, February 27, 2020
 5:00 PM
 Committee Room– Third Floor - City Hall

Call to Order

The BIDC and CDA meeting was called to order by President Greg Coenen, Richard Klinkner at 5:00 PM.

Roll Call

BIDC and CDA members present: Richard Klinkner, Keith Lyons, Curt Andrews, Tracy Yaggie, and Darla LeClaire.

Calling in to the meeting as a non-voting: Betty Bittner.

Also present: City Manager Greg Buckley, Community Development/Planner Elizabeth Runge, and Peter Wills, Progress Lakeshore

Absent: Don Karman and Dan Wettstein

Approve Minutes of January 21, 2020 Meeting

A motion was made by Curt Andrews and seconded by Darla LeClaire to approve the minutes. Motion carried.

Sandy Bay Highlands Update, Amy Townsend

Amy Townsend provided updates on the number of add views (134,585), and that 221 people clicked on the site. There is also an offer on Lot 9, in Block of Phase 2 of the subdivision. The BIDC also directed staff to get a Sandy Bay Highland link on the City's home page.

Loan Balance Report and Local Development Activities

The cash balance is \$881,943. The total RLF including active, loans that are being paid to back to the city is \$1,017,588.82.

Local Development activities include the Culvers site plan in is process, and Riverside Foods construction begins soon.

The Committee remained in open session and the following activities occurred:

The CDA considered and discussed the offer to purchase the Sandy bay Highland Block 3, Lot 9 offer to purchase.

A motion was made to accept the offer to purchase by Richard Klinkner. This motion was seconded by Darla LeClaire. There were three votes in favor: Tracy Yaggie, Curt Andrews, and Richard Klinkner and one nay vote: Greg Coenen. The motion carried.

A motion was made by Keith Lyons to support the Riverside Foods Revolving Loan Fund Application in the amount of \$300,000 for a term of 36 months at 1% below prime. The motion was seconded by Richard Klinkner. All voted in favor and the motion carried.

Staff provided an update about the Anchors Away, LLC property that there is a buyer and a closing is scheduled soon. The City needs to complete the unsecured loan and paperwork with Michael and Rebecca Schwarz.

Adjournment

A motion was made by Tracy Yaggie and seconded by Richard Klinkner to adjourn. Motion carried.

**CITY OF TWO RIVERS
POLICE & FIRE COMMISSION MEETING
Wednesday, April 22, 2020
4:30 PM
3rd Floor Council Chambers, City Hall
Minutes**

Call to Order

The meeting was called to order by President Brad Yaggie. at 4:35 PM.

Roll call – Present: Kristine LaFond, Michael Canty, Sandy Rohrick, Brad Yaggie.
Also present: Police Chief Brian Kohlmeier and Fire Chief Steve Denzien.

Approval of Police Department Full Time and Part Time Eligibility List

President Yaggie called upon Police Chief Kohlmeier to address the Police Department eligibility list for full and part time. Chief Kohlmeier stated the Police Department conducted interviews for full-time and part-time positions. Chief Kohlmeier also noted that Police Officer Tim Culligan gave his notice and will be retiring in May. At this time due to COVID-19 pandemic, the city is holding positions open and not hiring at this time.

A motion was made by Commissioner Rohrick, seconded by Commissioner LaFond, to approve the Eligibility List for the Two Rivers Police Department. Upon a voice vote, motion carried.

Closed Session

At 4:40 PM, a motion was made by Commissioner LaFond, seconded by Commissioner Canty to enter into closed session per Wisc. Stats. 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Topics for discussion:

Conduct Interviews Related to Selection of Assistant Police Chief

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

Reconvene in Open Session

At 8:15 PM, a motion was made by Commissioner Canty, seconded by Commissioner Rohrick, to reconvene in open session. Upon a voice vote, motion carried.

Police and Fire Commission Meeting
April 22, 2020
Page Two

Approval of Appointment of Assistant Police Chief

Upon conclusion of interviewing 4 candidates for the position of Assistant Police Chief, a motion was made by Commissioner LaFond, seconded by Commissioner Rohrick, to appoint Ben Meinnert to the position of Assistant Police Chief.

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

Adjournment

At 8:20 PM, a motion was made by Commissioner Canty, seconded by Commissioner LaFond, to adjourn. Upon a voice vote, motion carried.



Kim M. Graves
City Clerk

Debt Service Fund Summary Financial Report March 2020

A detailed report can be provided upon request.



CITY OF TWO RIVERS
2020 MONTHLY DEBT SERVICE FUND REPORT
MARCH 31, 2020 BUDGET

DEBT SERVICE F 300 REVENUE AND EXPENSE DETAIL

	PERIOD	2020	2020	OVER	% OF	PRIOR YTD	
	ACTUAL	BUDGET	YTD	(UNDER)	BUDGET	ACTUAL	
<u>DEBT SERVICE</u>							
REVENUES							
<u>REVENUES</u>							
300-41110	GENERAL PROPERTY TAX	0	2,305,271	2,305,271	0	100.00	2,445,283
300-48100	INTEREST ON INVESTMENTS	1,597	20,000	5,754	(14,246)	28.77	1,303
300-49110	PROCEEDS FROM DEBT	0	1,200,000	874,000	(326,000)	72.83	0
300-49417	TRNSFR FROM OTHER FUNDS	0	138,694	465,012	326,318	335.28	426,398
TOTAL REVENUES							
		1,597	3,663,965	3,650,038	(13,927)	99.62	2,872,984
<u>EXPENDITURES</u>							
300-58100-2950	DEBT ISSUANCE COSTS	0	0	0	0	.00	0
300-58100-2960	DEBT PREMIUM	0	0	0	0	.00	0
300-58100-2970	DEBT UNDERWRITERS DISCOUNT	0	0	0	0	.00	0
300-58100-5970	TRANSFER TO OTHER FUNDS	0	0	0	0	.00	0
300-58100-6200	PRINCIPAL PAYMENTS	1,869,675	1,872,458	1,870,181	(2,277)	99.88	2,586,706
300-58100-6210	INTEREST PAYMENTS	413,793	508,218	413,793	(94,425)	81.42	441,348
300-58100-6220	PENSION LIABILITY PAYMENTS	0	1,600,000	1,582,279	(17,721)	98.89	0
300-58100-6230	CAPITAL LEASE PAYMENTS	0	79,789	0	(79,789)	.00	0
300-58100-6900	OTHER SERVICES	0	3,500	0	(3,500)	.00	0
TOTAL EXPENDITURES							
		2,283,469	4,063,965	3,866,254	(197,711)	95.14	3,028,055
REVENUE OVER EXPENDITURES - YTD							
		(2,281,872)	(400,000)	(216,216)	183,784	54.05-	(155,071)

Attachment: March 2020 Debt Service Fund (2643 : Finance Reports)

Debt Service Fund Summary Financial Report March 2020

A detailed report can be provided upon request.

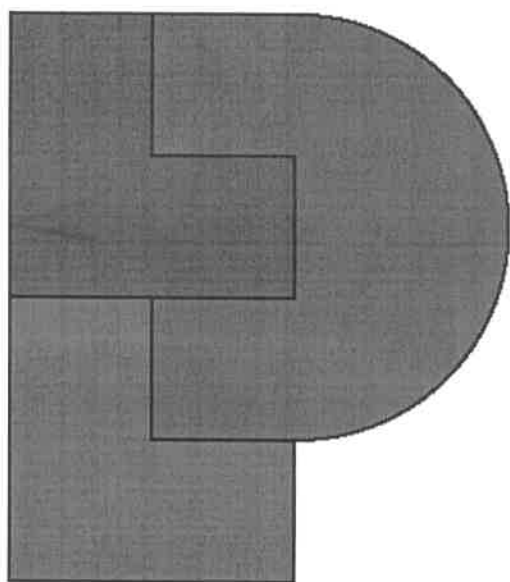


CITY OF TWO RIVERS
2020 MONTHLY DEBT SERVICE FUND REPORT
MARCH 31, 2020 BUDGET

DEBT SERVICE F 300 REVENUE AND EXPENSE DETAIL

	PERIOD	2020	2020	OVER	% OF	PRIOR YTD	
	ACTUAL	BUDGET	YTD	(UNDER)	BUDGET	ACTUAL	
<u>DEBT SERVICE</u>							
REVENUES							
<u>REVENUES</u>							
300-41110	GENERAL PROPERTY TAX	0	2,305,271	2,305,271	0	100.00	2,445,283
300-48100	INTEREST ON INVESTMENTS	1,597	20,000	5,754	(14,246)	28.77	1,303
300-49110	PROCEEDS FROM DEBT	0	1,200,000	874,000	(326,000)	72.83	0
300-49417	TRNSFR FROM OTHER FUNDS	0	138,694	465,012	326,318	335.28	426,398
TOTAL REVENUES							
		1,597	3,663,965	3,650,038	(13,927)	99.62	2,872,984
<u>EXPENDITURES</u>							
300-58100-2950	DEBT ISSUANCE COSTS	0	0	0	0	.00	0
300-58100-2960	DEBT PREMIUM	0	0	0	0	.00	0
300-58100-2970	DEBT UNDERWRITERS DISCOUNT	0	0	0	0	.00	0
300-58100-5970	TRANSFER TO OTHER FUNDS	0	0	0	0	.00	0
300-58100-6200	PRINCIPAL PAYMENTS	1,869,675	1,872,458	1,870,181	(2,277)	99.88	2,586,706
300-58100-6210	INTEREST PAYMENTS	413,793	508,218	413,793	(94,425)	81.42	441,348
300-58100-6220	PENSION LIABILITY PAYMENTS	0	1,600,000	1,582,279	(17,721)	98.89	0
300-58100-6230	CAPITAL LEASE PAYMENTS	0	79,789	0	(79,789)	.00	0
300-58100-6900	OTHER SERVICES	0	3,500	0	(3,500)	.00	0
TOTAL EXPENDITURES							
		2,283,469	4,063,965	3,866,254	(197,711)	95.14	3,028,055
REVENUE OVER EXPENDITURES - YTD							
		(2,281,872)	(400,000)	(216,216)	183,784	54.05-	(155,071)

Attachment: March 2020 Debt Service Fund (2643 : Finance Reports)



Lester Public Library

March 2020

Detail

Financial Report

CITY OF TWO RIVERS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2020

LIBRARY FUND DETAIL

	PERIOD ACT	BUDGET	YTD ACTUAL	OV(UN)BUD	% OF BDGT	PR YTD ACT
<u>TAXES</u>						
280-41110 GENERAL PROPERTY TAX	0	619,007	619,007	0	100.00	606,870
TOTAL TAXES	0	619,007	619,007	0	100.00	606,870
<u>INTERGOVERNMENTAL REVENUE</u>						
280-43720 COUNTY FUNDS	1,054	168,893	168,893	0	100.00	163,086
TOTAL INTERGOVERNMENTAL REVE	1,054	168,893	168,893	0	100.00	163,086
<u>FINES & FORFEITURES</u>						
280-45300 LIBRARY BOOK FINES	614	10,000	1,871	(8,129)	18.71	2,448
TOTAL FINES & FORFEITURES	614	10,000	1,871	(8,129)	18.71	2,448
<u>CHARGES FOR SERVICE</u>						
280-46712 COPIER SERVICE FEES	470	7,200	1,459	(5,741)	20.26	1,590
TOTAL CHARGES FOR SERVICE	470	7,200	1,459	(5,741)	20.26	1,590
<u>MISCELLANEOUS REVENUE</u>						
280-48300 SALE OF PROP & EQUIP	125	2,500	426	(2,074)	17.02	189
280-48440 INSURANCE CLAIMS	0	0	0	0	.00	0
280-48500 DONATIONS	0	40,000	0	(40,000)	.00	0
280-48900 OTHER REVENUES	20	3,000	448	(2,552)	14.95	80
TOTAL MISCELLANEOUS REVENUE	145	45,500	874	(44,626)	1.92	269
<u>OTHER FINANCING SOURCES</u>						
280-49223 TRANS FROM OTHER FUNDS	0	13,669	0	(13,669)	.00	0
TOTAL OTHER FINANCING SOURCES	0	13,669	0	(13,669)	.00	0
TOTAL FUND REVENUE	2,283	864,269	792,104	(72,165)	91.65	774,264

Attachment: March 2020 Lester Public Library (2643 : Finance Reports)

CITY OF TWO RIVERS
2020 MONTHLY GENERAL FUND REPORT
MARCH 31, 2020 BUDGET

LESTER LIBRARY F 280 EXPENSE DETAIL

		PERIOD ACTUAL	2020 BUDGET	2020 YTD ACTUAL	OVER (UNDER) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
<u>LESTER LIBRARY</u>							
LIBRARY ADMINISTRATION							
<u>PERSONNEL SERVICES</u>							
280-55110-1100	FULLTIME ADMINISTRATION	18,848	244,943	65,641	(179,302)	26.80	62,554
280-55110-1220	WAGES - FULLTIME	2,515	32,893	8,759	(23,934)	26.79	10,457
280-55110-1270	WAGES - PART TIME	9,836	136,222	33,722	(102,500)	24.76	30,612
280-55110-1280	WAGES-LONGEVITY PAY	0	5,767	0	(5,767)	.00	0
280-55110-1290	WAGES-OVERTIME	0	472	130	(342)	27.48	252
280-55110-1310	WI RETIREMENT	1,709	28,924	5,944	(22,980)	20.55	7,323
280-55110-1320	FICA	2,359	32,902	8,227	(24,675)	25.00	7,728
280-55110-1330	HEALTH INSURANCE	4,198	54,747	12,594	(42,153)	23.00	25,766
280-55110-1333	HEALTH SAVINGS ACCT EXPENSE	0	3,600	4,200	600	116.67	6,600
280-55110-1334	HEALTH INSURANCE OPT-OUT	846	10,000	2,961	(7,039)	29.61	1,346
280-55110-1340	LIFE INSURANCE	79	1,200	237	(963)	19.78	276
280-55110-1350	OTHER BENEFITS	0	0	0	0	.00	0
TOTAL PERSONNEL SERVICES		40,391	551,470	142,416	(409,054)	25.82	152,912
<u>CONTRACTUAL SERVICES</u>							
280-55110-2100	PROF SERV - CITY SERVICES	2,707	44,813	11,679	(33,134)	26.06	11,390
280-55110-2130	PROFESSIONAL SERVICES	636	7,000	945	(6,055)	13.50	1,258
280-55110-2200	TELEPHONE EXPENSE	114	1,200	300	(900)	25.04	287
280-55110-2210	ELECTRICITY	1,013	22,050	3,468	(18,582)	15.73	3,561
280-55110-2220	NATURAL GAS/HEAT	1,385	8,000	2,459	(5,541)	30.74	3,706
280-55110-2230	WATER EXPENSE	167	3,000	493	(2,507)	16.43	481
280-55110-2240	SEWER EXPENSE	65	927	182	(745)	19.65	158
280-55110-2250	STORMWATER EXPENSE	80	960	240	(720)	24.98	240
280-55110-2410	MAINTENANCE EQUIPMENT/VEH	1,785	19,000	4,282	(14,718)	22.54	6,513
280-55110-2430	EQUIPMENT REPAIRS	0	500	0	(500)	.00	0
280-55110-2450	EQUIPMENT NEW	0	18,000	171	(17,829)	.95	230
280-55110-2910	PRINTING/ADVERTISING	150	8,000	150	(7,850)	1.88	225
280-55110-2930	TECHNOLOGY	1,664	18,000	1,710	(16,290)	9.50	10,098
280-55110-2950	DEBT ISSUANCE COSTS/PAYMENTS	1,076	12,908	3,227	(9,681)	25.00	3,227
TOTAL CONTRACTUAL SERVICES		10,842	164,358	29,306	(135,052)	17.83	41,374
<u>OPERATING SUPPLIES/EXPENSES</u>							
280-55110-3100	OFFICE SUPPLIES	223	3,400	362	(3,038)	10.65	763
280-55110-3110	POSTAGE	27	700	151	(549)	21.52	152
280-55110-3300	TRAVEL	2,132	4,500	2,216	(2,284)	49.24	60
280-55110-3560	LANDSCAPING	0	12,900	0	(12,900)	.00	0
280-55110-3960	TECH PROC SUPPLIES	645	5,000	1,436	(3,564)	28.72	1,048
TOTAL OP SUPPLIES/EXP		3,028	26,500	4,164	(22,336)	15.72	2,023

Attachment: March 2020 Lester Public Library (2643 : Finance Reports)

CITY OF TWO RIVERS
2020 MONTHLY GENERAL FUND REPORT
MARCH 31, 2020 BUDGET

LESTER LIBRARY F 280 EXPENSE DETAIL

	PERIOD ACTUAL	2020 BUDGET	2020 YTD ACTUAL	OVER (UNDER) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
<u>FIXED CHARGES</u>						
280-55110-5200 INSURANCES	877	11,440	2,631	(8,809)	22.99	2,739
280-55110-5950 TRANSFER TO CAP PROJ FND	0	1,080	1,080	0	100.00	1,080
TOTAL FIXED CHARGES	877	12,520	3,711	(8,809)	29.64	3,819
TOTAL LIBRARY ADMINISTRATION	55,138	754,848	179,597	(575,251)	23.79	200,129
ADULT SERVICES						
<u>OPERATING SUPPLIES/EXPENSES</u>						
280-55111-3230 PERIODICALS	962	4,600	1,485	(3,115)	32.29	985
280-55111-3400 NON-FICTION BOOKS	3,256	17,000	5,554	(11,447)	32.67	1,559
280-55111-3420 FICTION BOOKS	2,117	17,000	3,651	(13,349)	21.47	2,284
280-55111-3430 LARGE PRINT BOOKS	923	12,000	2,117	(9,883)	17.65	1,985
280-55111-3450 MOVIES	211	5,000	774	(4,226)	15.48	804
280-55111-3470 AUDIOBOOKS	358	4,400	565	(3,835)	12.85	450
280-55111-3480 MUSIC CD'S	0	1,000	0	(1,000)	.00	114
280-55111-3510 PROGRAMS	0	2,500	576	(1,924)	23.04	347
TOTAL OP SUPPLIES/EXP	7,827	63,500	14,722	(48,778)	23.18	8,528
TOTAL ADULT SERVICES	7,827	63,500	14,722	(48,778)	23.18	8,528

Attachment: March 2020 Lester Public Library (2643 : Finance Reports)

CITY OF TWO RIVERS
2020 MONTHLY GENERAL FUND REPORT
MARCH 31, 2020 BUDGET

LESTER LIBRARY F 280 EXPENSE DETAIL

	PERIOD ACTUAL	2020 BUDGET	2020 YTD ACTUAL	OVER (UNDER) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
CHILDREN'S SERVICES						
<u>OPERATING SUPPLIES/EXPENSES</u>						
280-55112-3230 PERIODICALS	257	540	297	(243)	54.96	0
280-55112-3400 NON-FICTION BOOKS	560	7,000	2,258	(4,742)	32.26	324
280-55112-3420 FICTION BOOKS	589	3,800	961	(2,839)	25.29	335
280-55112-3440 PAPERBACKS	71	1,600	193	(1,407)	12.07	102
280-55112-3450 MOVIES	252	1,800	252	(1,548)	14.02	13
280-55112-3470 AUDIOBOOKS	25	1,700	40	(1,660)	2.34	0
280-55112-3510 PROGRAMS	859	11,980	821	(11,159)	6.85	68
280-55112-3530 JE BOOKS	998	6,000	1,612	(4,388)	26.87	862
TOTAL OP SUPPLIES/EXP	3,611	34,420	6,435	(27,985)	18.69	1,703
TOTAL CHILDREN'S SERVICES	3,611	34,420	6,435	(27,985)	18.69	1,703
REFERENCE						
<u>OPERATING SUPPLIES/EXPENSES</u>						
280-55114-3400 NON-FICTION BOOKS	0	1,300	1,858	558	142.92	341
280-55114-3490 MICROFILM	0	3,700	3,950	250	106.76	0
TOTAL OP SUPPLIES/EXP	0	5,000	5,808	808	116.16	341
TOTAL REFERENCE	0	5,000	5,808	808	116.16	341

Attachment: March 2020 Lester Public Library (2643 : Finance Reports)

CITY OF TWO RIVERS
2020 MONTHLY GENERAL FUND REPORT
MARCH 31, 2020 BUDGET

LESTER LIBRARY F 280 EXPENSE DETAIL

	PERIOD ACTUAL	2020 BUDGET	2020 YTD ACTUAL	OVER (UNDER) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
YOUNG ADULT SERVICES						
<u>OPERATING SUPPLIES/EXPENSES</u>						
280-55115-3230 PERIODICALS	87	200	87	(113)	43.44	108
280-55115-3400 NON-FICTION BOOKS	0	1	0	(1)	.00	0
280-55115-3420 FICTION BOOKS	640	5,300	1,070	(4,230)	20.19	849
280-55115-3470 AUDIOBOOKS	0	1,000	0	(1,000)	.00	0
280-55115-3510 PROGRAMS	0	0	0	0	.00	68
TOTAL OP SUPPLIES/EXP	726	6,501	1,157	(5,344)	17.79	1,025
TOTAL YOUNG ADULT SERVICES	726	6,501	1,157	(5,344)	17.79	1,025
TOTAL LESTER LIBRARY EXP	67,303	864,269	207,719	(656,550)	24.03	211,727
NET REV OVER EXP	(65,020)	0	584,385	584,385	.00	562,537

Attachment: March 2020 Lester Public Library (2643 : Finance Reports)



1st Quarter 2020

Utilities Financial Report

Fund 640 - Solid Waste Utility
Fund 650- Water Utility
Fund 660 - Electric Utility
Fund 670 - Telecommunications Utility
Fund 680 - Stormwater Utility
Fund 690 - Sewer (Wastewater) Utility

CITY OF TWO RIVERS

INCOME STATEMENT

FOR THE 3 MONTHS ENDING MARCH 31, 2020

SOLID WASTE DISTRIBUTION DETAIL - FUND 640

	CURR MONTH	YTD ACTUAL	BUDGET	OVR (UN) BUD	% OF BUD	PRIOR YEAR	PR YTD ACT
UTILITY OPERATING INCOME							
OPERATING REVENUES							
OPERATING REVENUES							
43000 INTERGOVERNMENTAL REVENUE	6,800	20,400	81,400	(61,000)	25%	6,700	20,100
46000 CHARGES FOR SERVICE	31,139	96,892	400,000	(303,108)	24%	35,825	85,225
48000 MISCELLANEOUS REVENUE	24,776	71,184	263,000	(191,816)	27%	19,380	58,250
49000 OTHER FINANCING SOURCES	0	371	1,200	(829)	31%	193	491
TOTAL OPERATING REVENUES	62,715	188,847	745,600	(556,753)	25%	62,098	164,066

CITY OF TWO RIVERS
INCOME STATEMENT
FOR THE 3 MONTHS ENDING MARCH 31, 2020
SOLID WASTE DISTRIBUTION DETAIL - FUND 640

	CURR MONTH	YTD ACTUAL	BUDGET	OVR (UN) BUD	% OF BUD	PRIOR YEAR	PR YTD ACT
OPERATING EXPENSES							
OPERATION & MAINTENANCE EXPENSES							
OPERATIONS EXPENSES							
51450 INFORMATION SYSTEMS							
53200 WATER & SEWER EXPENSES							
53310 STREET CLEANING	934	5,863	84,109	(78,246)	7%	3,091	6,354
53620 PW SOLID WASTE REFUSE	21,129	66,005	292,876	(226,871)	23%	22,553	59,926
53625 PW SOLID WASTE RECYCLING	28,654	70,944	364,812	(293,868)	19%	19,644	58,507
TOTAL OPERATIONS EXPENSES	50,717	142,813	741,797	(598,984)	19%	45,288	124,788
CUSTOMER ACCOUNTS EXPENSE							
59904 UNCOLLECTIBLE ACCOUNTS	39	46	0	46	%	0	0
59923 OUTSIDE SERVICES EMPLOYEED							
59427 INTEREST ON LONG-TERM DEBT	46	135	515	(380)	26%	47	172
59999 GASB PENSION EXPENSE							
TOTAL CUSTOMER ACCOUNTS EXPENSE	85	181	515	(334)	35%	47	172
TOTAL OPS & MAINT EXPENSES	50,802	142,994	742,312	(599,318)	19%	45,336	124,960
TOTAL OPERATING EXPENSES	50,802	142,994	742,312	(599,318)	19%	45,336	124,960
NET OPERATING INCOME (LOSS)	11,913	45,853	3,288	42,565	1,395%	16,762	39,106
EARNED SURPLUS							
34100 UNRESERVED FUND BALANCE (BEGINNING OF YEAR)	134,164	134,164				148,009	148,009
BALANCE TRANSFERRED FROM INCOME	11,913	45,853				16,762	39,106

CITY OF TWO RIVERS
INCOME STATEMENT
FOR THE 3 MONTHS ENDING MARCH 31, 2020
SOLID WASTE DISTRIBUTION DETAIL - FUND 640

	CURR MONTH	YTD ACTUAL	BUDGET	OVR (UN) BUD	% OF BUD	PRIOR YEAR	PR YTD ACT
TOTAL UNAPPROPRIATED EARNED SURPLUS END OF YEAR	146,077	180,017				164,771	187,115

CITY OF TWO RIVERS
INCOME STATEMENT
FOR THE 3 MONTHS ENDING MARCH 31, 2020
WATER DISTRIBUTION DETAIL - FUND 650

		CURR MONTH	YTD ACTUAL	BUDGET	OVR (UN) BUD	% OF BUD	CURR MONTH PRIOR YEAR	PR YTD ACT
UTILITY OPERATING INCOME								
OPERATING REVENUES								
SALES OF WATER								
49461	RESIDENTIAL SERVICE	126,189	387,440	1,603,900	(1,216,460)	24%	127,039	389,086
49461	COMMERCIAL SERVICE	21,678	65,093	287,100	(222,007)	23%	21,126	64,677
49461	INDUSTRIAL SERVICE	4,245	13,273	47,900	(34,627)	28%	4,721	12,782
49461	MULTIFAMILY SERVICE	7,502	22,501	85,400	(62,899)	26%	6,697	20,741
49461	IRRIGATION SERVICE							
49461	OTHER SERVICES							
49464	MUNICIPAL SERVICE	4,714	10,667	35,900	(25,233)	30%	3,699	9,048
49466	SALES FOR RESALE							
49467	INTERDEPARTMENTAL SALES	1,535	4,765	23,700	(18,935)	20%	1,524	4,207
49462	PRIVATE FIRE PROTECTION	1,898	5,752	22,700	(16,948)	25%	1,898	5,694
49463	PUBLIC FIRE PROTECTION	56,566	169,803	686,800	(516,997)	25%	56,405	169,406
TOTAL SALES OF WATER		224,326	679,294	2,793,400	(2,114,106)	24%	223,110	675,641
OTHER OPERATING REVENUES								
49470	FORFEITED DISCOUNTS	(9)	2,360	9,500	(7,140)	25%	1,142	2,891
49471	MISCELLANEOUS SERVICE REVENUES	80	120	1,200	(1,080)	10%	0	160
49472	RENTS FROM WATER PROPERTY							
49474	OTHER WATER REVENUE	1,409	4,161	16,500	(12,340)	25%	1,381	4,142
TOTAL OTHER OPERATING REVENUES		1,480	6,640	27,200	(20,560)	24%	2,523	7,193
TOTAL OPERATING REVENUES		225,806	685,934	2,820,600	(2,134,666)	24%	225,632	682,834

CITY OF TWO RIVERS
INCOME STATEMENT
FOR THE 3 MONTHS ENDING MARCH 31, 2020
WATER DISTRIBUTION DETAIL - FUND 650

	CURR MONTH	YTD ACTUAL	BUDGET	OVR (UN) BUD	% OF BUD	CURR MONTH PRIOR YEAR	PR YTD ACT
OPERATING EXPENSES							
OPERATION & MAINTENANCE EXPENSES							
SOURCE OF SUPPLY EXPENSES							
56500 OTHER EARNINGS							
59600 OPERATIONS & SUPERVISION							
59601 OPERATIONS LABOR EXPENSE							
59602 PURCHASED WATER	637	1,274	8,000	(6,726)	16%	637	1,274
59603 MISCELLANEOUS OPERATING EXPENSE	0	0	1,000	(1,000)	%	0	0
59613 MAINT OF LAKE INTAKE	0	0	2,200	(2,200)	%	0	0
TOTAL SOURCE OF SUPPLY EXPENSES	637	1,274	11,200	(9,926)	11%	637	1,274
PUMPING EXPENSES							
59620 OPERATION, SUPERVISION & ENGINEERING	3,844	13,387	51,000	(37,613)	26%	5,435	12,642
59623 FUEL PURCHASED FOR PUMPING	2,185	7,093	38,000	(30,907)	19%	2,294	7,534
59624 PUMPING LABOR & EXPENSES	1,213	4,256	22,000	(17,744)	19%	1,754	4,352
59626 MISCELLANEOUS EXPENSE	256	681	3,200	(2,519)	21%	415	1,036
59631 MAINT OF STRUCTURES	0	0	1,500	(1,500)	%	0	109
59633 MAINT OF PUMPING EQUIPMENT							
TOTAL PUMPING EXPENSES	7,498	25,416	115,700	(90,284)	22%	9,897	25,673
WATER TREATMENT EXPENSE							
59640 OPERATION, SUPERVISION & ENGINEERING	3,844	13,387	51,000	(37,613)	26%	5,435	12,642
59641 CHEMICALS	643	5,302	37,000	(31,698)	14%	4,259	12,159
59642 OPERATIONS LABOR & EXPENSE	21,360	50,129	223,450	(173,321)	22%	7,594	42,727
59643 MISCELLANEOUS EXPENSE	15,287	42,399	143,750	(101,351)	29%	12,616	34,014
59644 OPERATING RENTS	0	1,635	0	1,635	%	818	2,453
59650 MAINT SUPERVISION & ENG							
59651 MAINT OF STRUCTURES & IMPROVEMENTS	1,053	1,143	8,200	(7,058)	14%	836	949
59652 MAINT OF WATER TREATMENT EQUIPMENT	826	6,959	56,800	(49,841)	12%	3,156	9,057
TOTAL WATER TREATMENT EXPENSE	43,012	120,954	520,200	(399,246)	23%	34,713	114,000

CITY OF TWO RIVERS
INCOME STATEMENT
FOR THE 3 MONTHS ENDING MARCH 31, 2020
WATER DISTRIBUTION DETAIL - FUND 650

	CURR MONTH	YTD ACTUAL	BUDGET	OVR (UN) BUD	% OF BUD	CURR MONTH PRIOR YEAR	PR YTD ACT
TRANSMISSION & DISTRIBUTION EXPENSE							
59660 OPERATION SUPERVISION & ENGINEERING							
59661 OPERATION STORAGE FACILITY	1,942	7,612	32,800	(25,188)	23%	4,688	10,687
59662 OPERATION MAINS	1,738	5,574	65,100	(59,526)	9%	5,103	10,600
59663 METER EXPENSE	2,603	38,485	78,700	(40,215)	49%	2,211	5,171
59664 CUSTOMER INSTALLATION EXPENSE	2,867	5,734	37,820	(32,086)	15%	2,867	5,734
59665 MISCELLANEOUS EXPENSES	3,554	11,904	32,900	(20,996)	36%	6,479	12,918
59666 OPERATION RENTS							
59670 MAINT OF SUPERVISION & ENG							
59671 MAINT OF STRUCTURES & IMPROVEMENTS							
59672 MAINT OF RESEVOIR & STANDPIPE	5,257	14,823	68,800	(53,977)	22%	4,783	14,349
59673 MAINT OF MAINS	3,141	7,963	66,500	(58,537)	12%	288	12,239
59675 MAINT OF SERVICES	3,665	6,632	90,000	(83,368)	7%	4,221	6,876
59676 MAINT OF METERS	271	2,326	6,150	(3,824)	38%	469	634
59677 MAINT OF HYDRANTS	1,559	3,173	30,200	(27,027)	11%	550	1,418
59678 MAINT OF MISC PLANT	0	5,468	25,000	(19,532)	22%	0	933
TOTAL TRANSMISSION & DISTRIBUTION EXPENSE	26,597	109,692	533,970	(424,278)	21%	31,659	81,559
CUSTOMER ACCOUNTS EXPENSE							
59901 SUPERVISION	1,290	4,537	16,950	(12,413)	27%	1,769	3,421
59902 METER READING	1,480	5,041	25,100	(20,059)	20%	2,190	5,573
59903 CUSTOMER ACCTG & COLLECTION	4,255	14,509	56,600	(42,091)	26%	5,351	14,536
59904 UNCOLLECTIBLE ACCOUNTS	141	161	2,500	(2,339)	6%	0	0
59906 CUSTOMER SERVICE & INFORMATION	(4)	107	500	(393)	21%	0	0
59910 SALES EXPENSE							
TOTAL CUSTOMER ACCOUNTS EXPENSE	7,163	24,355	101,650	(77,295)	24%	9,310	23,530
ADMINISTRATIVE & GENERAL EXPENSES							
59920 ADMINISTRATIVE & GENERAL SALARIES	7,035	26,753	99,000	(72,247)	27%	10,385	25,346
59921 OFFICE SUPPLIES & EXPENSES	1,227	1,622	800	822	203%	233	943
59923 OUTSIDE SERVICES EMPLOYED	4,290	16,254	91,060	(74,806)	18%	3,833	16,699
59924 PROPERTY INSURANCE	2,775	8,326	32,800	(24,474)	25%	2,685	8,054
59925 INJURIES & DAMAGES	1,390	4,171	23,000	(18,829)	18%	1,769	5,308
59926 EMPLOYEE PENSIONS & BENEFITS	13,024	297,264	195,800	101,464	152%	18,015	57,871

CITY OF TWO RIVERS
INCOME STATEMENT
FOR THE 3 MONTHS ENDING MARCH 31, 2020
WATER DISTRIBUTION DETAIL - FUND 650

	CURR MONTH	YTD ACTUAL	BUDGET	OVR (UN) BUD	% OF BUD	CURR MONTH PRIOR YEAR	PR YTD ACT
59928 REGULATORY COMMISSION EXPENSE	0	0	3,000	(3,000)	%	0	0
59930 MISCELLANEOUS GENERAL EXPENSES	1,522	5,936	19,600	(13,664)	30%	939	6,268
59931 OPERATION RENTS							
59932 MAINT OFFICE & COMMUNICATION							
TOTAL ADMINISTRATIVE & GENERAL EXPENSES	31,263	360,326	465,060	(104,734)	77%	37,859	120,488
TOTAL OPS & MAINT EXPENSES	116,170	642,017	1,747,780	(1,105,763)	37%	124,076	366,525
OTHER OPERATING EXPENSES							
49403 DEPRECIATION EXPENSE	42,789	128,428	490,000	(361,572)	26%	40,647	121,942
49425 AMORTIZATION							
49408 TAXES	14,636	46,359	198,000	(151,641)	23%	16,536	46,111
TOTAL OTHER OPERATING EXPENSES	57,425	174,787	688,000	(513,213)	25%	57,183	168,053
TOTAL OPERATING EXPENSES	173,595	816,804	2,435,780	(1,618,976)	34%	181,259	534,578
NET OPERATING INCOME (LOSS)	52,211	(130,870)	384,820	(515,690)	(34%)	44,373	148,256
OTHER INCOME							
49415 REVENUES FROM MERCHANDISING, JOBBING & CONTRACT W	0	50	7,000	(6,950)	1%	359	684
49416 COST FROM MERCHANDISING, JOBBING & CONTRACT WORK	(251)	(1,007)	(7,000)	5,993	(14%)	0	0
49419 INTEREST & DIVIDEND INCOME							
49421 MISCELLANEOUS NON-OPERATING INCOME	10,076	14,964	10,000	4,964	150%	0	0
TOTAL OTHER INCOME	9,825	14,007	10,000	4,007	140%	359	684
TOTAL INCOME (LOSS) BEFORE INTEREST CHRGS	62,036	(116,863)	394,820	(511,683)	(30%)	44,732	148,940

CITY OF TWO RIVERS
INCOME STATEMENT
FOR THE 3 MONTHS ENDING MARCH 31, 2020
WATER DISTRIBUTION DETAIL - FUND 650

	CURR MONTH	YTD ACTUAL	BUDGET	OVR (UN) BUD	% OF BUD	CURR MONTH PRIOR YEAR	PR YTD ACT
INTEREST & OTHER CHARGES							
49427 INTEREST ON LONG-TERM DEBT	10,162	30,553	167,262	(136,709)	18%	10,052	30,093
49428 AMORTIZATION OF DEBT DISCOUNT & EXPENSE							
49435 MISC DEBITS TO SURPLUS							
59999 GASB 68 PENSION EXPENSE							
TOTAL INTEREST CHARGES	10,162	30,553	167,262	(136,709)	18%	10,052	30,093
NET INCOME (LOSS)	51,874	(147,416)	227,558	(374,974)	(65%)	34,681	118,847
EARNED SURPLUS							
34100 UNRESERVED FUND BALANCE (BEGINNING OF YEAR)	5,780,743	5,780,743				5,333,557	5,333,557
BALANCE TRANSFERRED FROM INCOME	51,874	(147,416)				34,681	118,847
TOTAL UNAPPROPRIATED EARNED SURPLUS END OF YEAR	5,832,617	5,633,326				5,368,238	5,452,404

Attachment: 1st Quarter 2020 Utilities (2643 : Finance Reports)

CITY OF TWO RIVERS
INCOME STATEMENT
FOR THE 3 MONTHS ENDING MARCH 31, 2020
ELECTRIC DISTRIBUTION DETAIL - FUND 660

	CURR MONTH	YTD ACTUAL	BUDGET	OVR (UN) BUD	% OF BUD	CURR MONTH PRIOR YEAR	PR YTD ACT
UTILITY OPERATING INCOME							
OPERATING REVENUES							
SALES OF ELECTRICITY							
49440 URBAN RESIDENTIAL SALES	295,650	927,517	4,018,300	(3,090,783)	23%	307,722	971,210
49441 RURAL SALES	1,434	4,136	18,900	(14,764)	22%	1,486	4,841
49442 COMMERCIAL SALES-CS1	98,904	303,265	1,327,100	(1,023,835)	23%	104,028	313,517
49443 SMALL COMMERCIAL & INDUSTRIAL SALES-CP1	65,211	196,310	948,400	(752,090)	21%	64,795	200,883
49443 LARGE COMMERCIAL & INDUSTRIAL SALES-CP2	120,617	353,422	1,768,800	(1,415,378)	20%	126,924	370,807
49443 INDUSTRIAL SALES-CP3	38,820	111,649	481,800	(370,151)	23%	37,582	112,760
49445 COMMERCIAL LIGHTING							
49444 URBAN PRIVATE LIGHTING	2,560	8,093	28,900	(20,807)	28%	2,461	7,767
49444 PUBLIC STREET LIGHTING	11,950	35,771	231,100	(195,329)	15%	12,373	37,426
49448 INTERDEPARTMENTAL SALES	3,502	10,196	42,600	(32,404)	24%	3,251	10,371
TOTAL SALES OF ELECTRICITY	638,649	1,950,358	8,865,900	(6,915,542)	22%	660,621	2,029,582
OTHER OPERATING REVENUES							
49450 FORFEITED DISCOUNTS	24	4,893	18,250	(13,357)	27%	2,224	5,528
49451 MISCELLANEOUS SERVICE REVENUES	250	500	5,000	(4,500)	10%	80	8,273
49454 RENT FROM ELECTRIC PROPERTY	0	3,187	26,700	(23,513)	12%	0	3,283
49455 INTERDEPARTMENTAL RENTS							
49456 OTHER ELECTRIC REVENUE	3	9	16,000	(15,991)	%	3	1,779
TOTAL OTHER OPERATING REVENUES	277	8,589	65,950	(57,361)	13%	2,307	18,862
TOTAL OPERATING REVENUES	638,927	1,958,947	8,931,850	(6,972,903)	22%	662,928	2,048,444

CITY OF TWO RIVERS
INCOME STATEMENT
FOR THE 3 MONTHS ENDING MARCH 31, 2020
ELECTRIC DISTRIBUTION DETAIL - FUND 660

		CURR MONTH	YTD ACTUAL	BUDGET	OVR (UN) BUD	% OF BUD	CURR MONTH PRIOR YEAR	PR YTD ACT
OPERATING EXPENSES								
OPERATION & MAINTENANCE EXPENSES								
POWER PRODUCTION EXPENSES								
59555	PURCHASED POWER	460,489	1,395,023	6,468,100	(5,073,077)	22%	480,595	1,453,812
TOTAL POWER PRODUCTION EXPENSES		460,489	1,395,023	6,468,100	(5,073,077)	22%	480,595	1,453,812

CITY OF TWO RIVERS
INCOME STATEMENT
FOR THE 3 MONTHS ENDING MARCH 31, 2020
ELECTRIC DISTRIBUTION DETAIL - FUND 660

	CURR MONTH	YTD ACTUAL	BUDGET	OVR (UN) BUD	% OF BUD	CURR MONTH PRIOR YEAR	PR YTD ACT
DISTRIBUTION EXPENSES							
59580 OPERATION, SUPERVISION & ENGINEERING							
59582 STATION EXPENSES	424	2,519	36,900	(34,381)	7%	5,228	10,389
59583 OVERHEAD LINE EXPENSES	2,325	3,539	8,350	(4,811)	42%	(101)	1,804
59584 UNDERGROUND LINE EXPENSE	1,173	2,587	60,400	(57,813)	4%	389	1,370
59585 STREET LIGHTING EXPENSES	2,564	2,825	900	1,925	314%	0	0
59586 METER EXPENSES	5,089	14,554	86,500	(71,946)	17%	10,129	19,586
59587 CUSTOMER INSTALLATION EXPENSES	725	2,006	9,600	(7,594)	21%	1,614	3,012
59588 OPERATION MISC DISTRIBUTION	24,861	76,273	221,100	(144,827)	34%	14,465	47,021
59589 DISTRIBUTION LINE RIGHTS							
59590 MAINTENANCE SUPERVISION & ENGINEERING							
59592 MAINTENANCE OF STATION EQUIP	3,055	3,055	20,600	(17,545)	15%	0	0
59593 MAINTENANCE OF OVERHEAD LINES	16,429	83,096	149,700	(66,604)	56%	47,732	99,009
59594 MAINTENANCE OF UNDERGROUND LINES	(12)	450	10,500	(10,050)	4%	(16)	296
59595 MAINTENANCE OF LINE TRANSFORMERS	1,578	1,578	11,950	(10,372)	13%	326	1,148
59596 MAINTENANCE OF STREET LIGHTING	169	1,142	13,900	(12,758)	8%	1,337	3,219
59597 MAINT OF ELECTRIC METERS							
59598 MAINT OF MISC DISTRIBUTION PLANT	213	579	6,000	(5,421)	10%	0	8,741
59828 TRANSPORTATION EXPENSES							
TOTAL DISTRIBUTION EXPENSES	58,594	194,201	636,400	(442,199)	31%	81,103	195,595
CUSTOMER ACCOUNTS EXPENSE							
59901 SUPERVISION	1,556	5,473	22,420	(16,947)	24%	2,135	4,128
59902 METER READING EXPENSES	2,201	7,364	32,900	(25,536)	22%	3,076	8,014
59903 CUSTOMER ACCTG & COLLECTION EXPENSES	3,988	23,691	78,100	(54,409)	30%	7,016	22,170
59904 UNCOLLECTIBLE ACCOUNTS	361	1,162	2,600	(1,438)	45%	(345)	(314)
TOTAL CUSTOMER ACCOUNTS EXPENSE	8,106	37,690	136,020	(98,330)	28%	11,882	33,997
SALES EXPENSE							
59913 ADVERTISING EXPENSE	250	250	900	(650)	28%	0	0
TOTAL SALES EXPENSES	250	250	900	(650)	28%	0	0

CITY OF TWO RIVERS

INCOME STATEMENT

FOR THE 3 MONTHS ENDING MARCH 31, 2020

ELECTRIC DISTRIBUTION DETAIL - FUND 660

	CURR MONTH	YTD ACTUAL	BUDGET	OVR (UN) BUD	% OF BUD	CURR MONTH PRIOR YEAR	PR YTD ACT
ADMINISTRATIVE & GENERAL EXPENSES							
59920 ADMINISTRATIVE & GENERAL SALARIES	20,027	71,292	262,700	(191,408)	27%	28,155	66,586
59921 OFFICE SUPPLIES & EXPENSES	917	6,337	12,850	(6,513)	49%	455	5,726
59923 OUTSIDE SERVICES EMPLOYED	12,627	29,033	101,480	(72,447)	29%	7,100	22,172
59924 PROPERTY INSURANCE	1,853	5,558	21,700	(16,142)	26%	1,775	5,326
59925 INJURIES & DAMAGES	1,074	3,221	13,500	(10,279)	24%	1,196	3,589
59926 EMPLOYEE PENSIONS & BENEFITS	18,717	80,157	286,400	(206,243)	28%	28,209	92,590
59928 REGULATORY COMMISSION EXPENSE	0	0	2,000	(2,000)	%	0	0
59930 MISCELLANEOUS GENERAL EXPENSES	11,359	26,242	81,600	(55,358)	32%	4,061	27,287
59932 MAINT OFFICE & COMMUNICATIONS	866	2,991	17,500	(14,509)	17%	2,208	6,093
TOTAL ADMINISTRATIVE & GENERAL EXPENSES	67,439	224,832	799,730	(574,898)	28%	73,160	229,370
TOTAL OPS & MAINT EXPENSES	594,878	1,851,995	8,041,150	(6,189,155)	23%	646,740	1,912,774
OTHER OPERATING EXPENSES							
59403 DEPRECIATION EXPENSE	36,153	108,458	425,000	(316,542)	26%	35,272	105,817
59408 TAXES	30,944	95,853	381,850	(285,997)	25%	34,333	96,774
TOTAL OTHER OPERATING EXPENSES	67,097	204,311	806,850	(602,539)	25%	69,605	202,591
TOTAL OPERATING EXPENSES	661,975	2,056,307	8,848,000	(6,791,693)	23%	716,345	2,115,366
NET OPERATING INCOME (LOSS)	(23,048)	(97,360)	83,850	(181,210)	(116%)	(53,417)	(66,922)

CITY OF TWO RIVERS
INCOME STATEMENT
FOR THE 3 MONTHS ENDING MARCH 31, 2020
ELECTRIC DISTRIBUTION DETAIL - FUND 660

	CURR MONTH	YTD ACTUAL	BUDGET	OVN (UN) BUD	% OF BUD	CURR MONTH PRIOR YEAR	PR YTD ACT
OTHER INCOME							
49415 REVENUE FROM MDSE & JOBBING	3,158	8,065	12,000	(3,935)	67%	607	(2,266)
49416 MERCHANDISING & JOBBING COST	0	(172)	(12,000)	11,828	(1%)	0	0
49421 MISCELLANEOUS NONOPERATING INCOME	29	63	24,950	(24,887)	%	30	93
49419 INTEREST & DIVIDEND INCOME							
49439 APPROP OF INCOME TO MUNICIPAL	(900)	(3,590)	(18,000)	14,410	(20%)	(1,853)	(3,582)
TOTAL OTHER INCOME	2,287	4,367	6,950	(2,583)	63%	(1,216)	(5,755)
TOTAL INCOME (LOSS) BEFORE INTEREST CHRGS	(20,761)	(92,992)	90,800	(183,792)	(102%)	(54,634)	(72,677)
OTHER INCOME DEDUCTIONS							
49426 OTHER INCOME DEDUCTIONS	0	2,052	2,200	(148)	93%	0	2,017
TOTAL MISCELLANEOUS INCOME DEDUCTIONS	0	2,052	2,200	(148)	93%	0	2,017
INTEREST CHARGES							
49427 INTEREST ON LONG-TERM DEBT	1,055	3,852	16,800	(12,948)	23%	1,398	4,841
49428 AMORTIZATION OF DEBT DISCOUNT & EXPENSE							
49430 INTEREST ON LONG-TERM DEBT							
TOTAL INTEREST CHARGES	1,055	3,852	16,800	(12,948)	23%	1,398	4,841
NET INCOME (LOSS)	(21,817)	(98,896)	71,800	(170,696)	(138%)	(56,032)	(79,534)
EARNED SURPLUS							
29216 UNRESERVED FUND BALANCE (BEGINNING OF YEAR)	8,201,141	8,201,141				8,240,925	8,240,925
BALANCE TRANSFERRED FROM INCOME	(21,817)	(98,896)				(56,032)	(79,534)
TOTAL UNAPPROPRIATED EARNED SURPLUS END OF YEAR	8,179,324	8,102,244				8,184,893	8,161,390

CITY OF TWO RIVERS
INCOME STATEMENT
FOR THE 3 MONTHS ENDING MARCH 31, 2020
TELECOMM DISTRIBUTION DETAIL - FUND 670

		CURR MONTH	YTD ACTUAL	BUDGET	OVR (UN) BUD	% OF BUD	PRIOR YR	PR YTD ACT
UTILITY OPERATING INCOME								
OPERATING REVENUES								
OPERATING REVENUES								
49000	OPERATING REVENUE	0	0	0	0	%	0	0
49540	RENT FROM CLEC PROPERTY	1,234	3,881	16,238	(12,357)	24%	1,324	4,236
TOTAL OPERATING REVENUES		1,234	3,881	16,238	(12,357)	24%	1,324	4,236

CITY OF TWO RIVERS
INCOME STATEMENT
FOR THE 3 MONTHS ENDING MARCH 31, 2020
TELECOMM DISTRIBUTION DETAIL - FUND 670

	CURR MONTH	YTD ACTUAL	BUDGET	OVR (UN) BUD	% OF BUD	PRIOR YR	PR YTD ACT
OPERATING EXPENSES							
OPERATION & MAINTENANCE EXPENSES							
DISTRIBUTION EXPENSES							
59580 SUPERVISION & ENGINEERING	0	0	0	0	%	0	0
59583 OVERHEAD LINES	0	0	0	0	%	0	0
59584 UNDERGROUND LINES	0	0	0	0	%	0	0
59587 CUSTOMER INSTALLATION	0	0	0	0	%	0	0
59588 MISC DISTRIBUTION	0	0	0	0	%	0	0
59589 DISTRIBUTION LINE RIGHTS	0	0	0	0	%	0	0
59590 MAINT SUPERVISION & ENGINEERING	0	0	0	0	%	0	0
59593 MAINT OF POLES & OVERHEAD LINES	0	0	1,500	(1,500)	%	0	0
59594 MAINT OF UNDERGROUND FACILITIES	0	0	750	(750)	%	0	0
59598 MAINT MISC DISTRIBUTION PLANT	0	0	0	0	%	0	0
59820 OPERATION PLANT & LIFT STATION	0	0	0	0	%	0	0
TOTAL DISTRIBUTION EXPENSES	0	0	2,250	(2,250)	%	0	0
CUSTOMER ACCOUNTS EXPENSE							
59901 SUPERVISION	0	0	0	0	%	0	0
59903 CUSTOMER ACCTG & COLLECTION	0	0	0	0	%	0	0
59904 UNCOLLECTIBLE ACCOUNTS	0	0	0	0	%	0	0
59905 MISC CUSTOMER ACCOUNTS	0	0	0	0	%	0	0
59913 ADVERTISING EXPENSE	0	0	0	0	%	0	0
TOTAL CUSTOMER ACCOUNTS EXPENSE	0	0	0	0	%	0	0

CITY OF TWO RIVERS
INCOME STATEMENT
FOR THE 3 MONTHS ENDING MARCH 31, 2020
TELECOMM DISTRIBUTION DETAIL - FUND 670

	CURR MONTH	YTD ACTUAL	BUDGET	OVR (UN) BUD	% OF BUD	PRIOR YR	PR YTD ACT
ADMINISTRATIVE & GENERAL EXPENSES							
59920 ADMINISTRATIVE & GENERAL SALARIES	0	0	0	0	%	0	0
59921 OFFICE SUPPLIES & EXPENSES	0	0	0	0	%	0	0
59922 OVERHEAD CONSTRUCTION LABOR	0	0	0	0	%	0	0
59923 OUTSIDE SERVICES EMPLOYED	0	0	0	0	%	0	0
59924 PROPERTY INSURANCE	0	0	0	0	%	0	0
59925 INJURIES & DAMAGES	0	0	0	0	%	0	0
59926 EMPLOYEE PENSIONS & BENEFITS	0	0	600	(600)	%	0	0
59928 REGULATORY COMMISSION EXPENSE	0	0	0	0	%	0	0
59929 DUPLICATE CHARGES	0	0	0	0	%	0	0
59930 MISCELLANEOUS GENERAL EXPENSES	0	0	5,800	(5,800)	%	0	0
59931 OPERATION RENTS	0	0	0	0	%	0	0
59932 MAINT OFFICE & COMMUNICATION	0	0	0	0	%	0	0
TOTAL ADMINISTRATIVE & GENERAL EXPENSES	0	0	6,400	(6,400)	%	0	0
TOTAL OPS & MAINT EXPENSES	0	0	8,650	(8,650)	%	0	0
OTHER OPERATING EXPENSES							
49030 DEPRECIATION EXPENSE	417	1,252	5,000	(3,748)	25%	417	1,252
49060 AMORTIZATION	0	0	0	0	%	0	0
49080 TAXES	0	0	0	0	%	0	0
TOTAL OTHER OPERATING EXPENSES	417	1,252	5,000	(3,748)	25%	417	1,252
TOTAL OPERATING EXPENSES	417	1,252	13,650	(12,398)	9%	417	1,252
NET OPERATING INCOME (LOSS)	816	2,629	2,588	41	102%	906	2,984

Attachment: 1st Quarter 2020 Utilities (2643 : Finance Reports)

CITY OF TWO RIVERS
INCOME STATEMENT
FOR THE 3 MONTHS ENDING MARCH 31, 2020
TELECOMM DISTRIBUTION DETAIL - FUND 670

	CURR MONTH	YTD ACTUAL	BUDGET	OVR (UN) BUD	% OF BUD	PRIOR YR	PR YTD ACT
OTHER INCOME							
49034 DEBIT/CREDIT TO SURPLUS	0	0	0	0	%	0	0
49160 REVENUES FROM MERCHANDISING, JOBBING & CONTRACT W	0	0	0	0	%	0	0
49190 INTEREST & DIVIDEND INCOME	0	0	0	0	%	0	0
49170 MISCELLANEOUS NON-OPERATING INCOME	0	0	0	0	%	0	0
49210 TRANSFERS FROM GENERAL FUND	0	0	0	0	%	0	0
49320 INTEREST CONSTRUCTION	0	0	0	0	%	0	0
49330 BALANCE TRANS FROM INCOME	0	0	0	0	%	0	0
TOTAL OTHER INCOME	0	0	0	0	%	0	0
TOTAL INCOME (LOSS) BEFORE INTEREST CHRGS	816	2,629	2,588	41	102%	906	2,984
INTEREST CHARGES							
49270 INTEREST ON LONG-TERM DEBT	0	0	0	0	%	0	0
49430 INTEREST ON LONG-TERM DEBT	0	0	0	0	%	0	0
49280 AMORTIZATION OF DEBT DISCOUNT & EXPENSE	0	0	0	0	%	0	0
49390 APPROPRIATIONS-MUNICIPAL	0	0	0	0	%	0	0
48900 OTHER REVENUES	0	0	0	0	%	0	0
TOTAL INTEREST CHARGES	0	0	0	0	%	0	0
NET INCOME (LOSS)	816	2,629	2,588	41	102%	906	2,984
EARNED SURPLUS							
34100 UNRESERVED FUND BALANCE (BEGINNING OF YEAR)	(251,201)	(251,201)				(250,590)	(250,590)
BALANCE TRANSFERRED FROM INCOME	816	2,629				906	2,984
TOTAL UNAPPROPRIATED EARNED SURPLUS	(250,384)	(248,572)				(249,683)	(247,606)
END OF YEAR							

CITY OF TWO RIVERS
INCOME STATEMENT
FOR THE 3 MONTHS ENDING MARCH 31, 2020
STORMWATER UTILITY - FUND 680

	CURR MONTH	YTD ACTUAL	BUDGET	OVR (UN) BUD	% OF BUD	CURR MONTH PRIOR YEAR	PR YTD ACT
UTILITY OPERATING INCOME							
OPERATING REVENUES							
USER FEES							
46010 RESIDENTIAL SERVICE	29,458	88,445	353,000	(264,555)	25%	29,400	88,278
46020 RESIDENTIAL TWO FAMILY	0	0	0	0	%	0	0
46030 RESIDENTIAL MULTI FAMILY	36	107	425	(318)	25%	36	107
46040 NON RESIDENTIAL	21,999	66,120	222,000	(155,880)	30%	21,882	65,654
46050 INTERDEPARTMENTAL	3,239	9,717	39,400	(29,683)	25%	3,277	9,831
TOTAL USER FEES	54,732	164,389	614,825	(450,436)	27%	54,594	163,870
OTHER OPERATING REVENUES							
49470 FORFEITED DISCOUNTS	0	413	1,700	(1,287)	24%	169	418
49010 PERMIT FEES	0	0	1,500	(1,500)	%	0	0
48600 CONTRIBUTIONS IN AID OF CONSTRUCTION	0	0	300,000	(300,000)	%	175,000	175,000
48100 INTEREST INCOME	0	0	4,813	(4,813)	%	0	0
49210 TRANSFERS FROM OTHER FUNDS	0	0	0	0	%	0	0
TOTAL OTHER OPERATING REVENUES	0	413	308,013	(307,600)	%	175,169	175,418
TOTAL OPERATING REVENUES	54,731	164,802	922,838	(758,036)	18%	229,764	339,288

Attachment: 1st Quarter 2020 Utilities (2643 : Finance Reports)

CITY OF TWO RIVERS
INCOME STATEMENT
FOR THE 3 MONTHS ENDING MARCH 31, 2020
STORMWATER UTILITY - FUND 680

	CURR MONTH	YTD ACTUAL	BUDGET	OVR (UN) BUD	% OF BUD	CURR MONTH PRIOR YEAR	PR YTD ACT
OPERATION & MAINTENANCE EXPENSES							
59710 STREET DEBRIS MANAGEMENT	0	0	7,846	(7,846)	%	0	0
59720 VEHICLE & EQUIPMENT MAINTENANCE	0	0	0	0	%	0	0
59730 MAINTENANCE OF COLLECTION SYSTEM	1,572	1,897	98,793	(96,896)	2%	6,246	7,562
59740 MAINTENANCE OF OPEN CHANNEL DRAINAGE	2,564	5,376	14,133	(8,757)	38%	0	691
59750 MAINTENANCE OF STORMWATER PONDS	122	4,466	61,556	(57,090)	7%	0	52
59760 WWTP PHOSPHOROUS REGULATIONS	0	0	0	0	%	0	0
59770 REGULATORY COMPLIANCE	1,455	1,855	57,922	(56,067)	3%	0	0
59790 ADMINISTRATIVE CHARGES	966	996	7,000	(6,004)	14%	0	0
59795 EMPLOYEE PENSIONS & BENEFITS	339	763	28,195	(27,432)	3%	76	293
TOTAL OPERATING EXPENSES	7,019	15,353	275,445	(260,092)	6%	6,323	8,598
OTHER OPERATING EXPENSES							
59403 DEPRECIATION EXPENSE	7,253	21,759	79,000	(57,241)	28%	6,075	18,226
59408 TAXES							
59427 INTEREST ON LONG-TERM DEBT	2,163	6,490	22,500	(16,010)	29%	2,345	7,035
TOTAL OTHER OPERATING EXPENSES	16,503	43,792	386,098	(333,344)	11%	14,773	33,933
TOTAL OPERATING EXPENSES	16,503	43,792	386,098	(333,344)	11%	14,773	33,933
NET OPERATING INCOME (LOSS)	38,229	121,011	536,740	(424,692)	23%	214,990	305,355
EARNED SURPLUS							
34100 UNRESERVED FUND BALANCE (BEGINNING OF YEAR)	2,481,463	2,481,463				1,835,660	1,835,660
BALANCE TRANSFERRED FROM INCOME	38,229	121,011				214,990	305,355
TOTAL UNAPPROPRIATED EARNED SURPLUS END OF YEAR	2,519,692	2,602,474				2,050,650	2,141,015

Attachment: 1st Quarter 2020 Utilities (2643 : Finance Reports)

CITY OF TWO RIVERS
INCOME STATEMENT
FOR THE 3 MONTHS ENDING MARCH 31, 2020
SEWER DISTRIBUTION DETAIL - FUND 690

		CURR MONTH	YTD ACTUAL	BUDGET	OVR (UN) BUD	% OF BUD	CURR MONTH PRIOR YEAR	PR YTD ACT
UTILITY OPERATING INCOME								
OPERATING REVENUES								
SALES OF SEWER								
49221	RESIDENTAL SERVICE	165,600	504,915	1,924,000	(1,419,085)	26%	156,220	472,417
49222	COMMERCIAL SERVICE	42,596	122,627	506,500	(383,873)	24%	39,671	115,881
49224	GOVERNMENT SERVICE	6,568	25,529	91,000	(65,471)	28%	5,613	20,207
49626	INTERDEPARTMENTAL SERVICE	123	340	118,000	(117,660)	%	9,300	25,041
49263	INDUSTRIAL SERVICE	6,550	20,866	82,000	(61,134)	25%	6,366	18,494
TOTAL SALES OF SEWER		221,437	674,278	2,721,500	(2,047,222)	25%	217,170	652,040
OTHER OPERATING REVENUES								
49350	MISCELLANEOUS OPERATING REVENUES	0	3,535	40,000	(36,465)	9%	3,610	7,799
49450	CUSTOMER FORFIETED DISCOUNTS	(13)	2,459	9,700	(7,241)	25%	1,181	2,910
TOTAL OTHER OPERATING REVENUES		(13)	5,994	49,700	(43,706)	12%	4,790	10,709
TOTAL OPERATING REVENUES		221,424	680,272	2,771,200	(2,090,928)	25%	221,960	662,749

Attachment: 1st Quarter 2020 Utilities (2643 : Finance Reports)

CITY OF TWO RIVERS

INCOME STATEMENT

FOR THE 3 MONTHS ENDING MARCH 31, 2020

SEWER DISTRIBUTION DETAIL - FUND 690

	CURR MONTH	YTD ACTUAL	BUDGET	OVR (UN) BUD	% OF BUD	CURR MONTH PRIOR YEAR	PR YTD ACT
OPERATING EXPENSES							
OPERATION & MAINTENANCE EXPENSES							
OPERATIONS EXPENSES							
59820 OPERATION PLANT & LIFT STATION	31,683	110,048	480,968	(370,920)	23%	49,192	124,215
59823 CHLORINE	0	0	3,000	(3,000)	%	0	0
59824 PHOSPHORUS REMOVAL CHEMICALS	5,550	11,218	45,000	(33,782)	25%	6,009	12,234
59825 SLUDGE CONDITIONING CHEMICALS	0	4,466	25,000	(20,535)	18%	0	4,466
59827 OTHER OPERATING SUPPLIES	2,973	5,874	27,000	(21,126)	22%	5,176	9,682
59828 TRANSPORTATION EXPENSES	226	1,333	19,500	(18,167)	7%	1,492	2,492
TOTAL OPERATIONS EXPENSES	40,433	132,939	600,468	(467,529)	22%	61,869	153,089
MAINTENANCE EXPENSE							
59831 MAINT OF SEWER COLLECTION SYSTEMS	7,529	23,746	145,000	(121,254)	16%	6,811	14,954
59832 MAINT OF COLLECTION SYSTEMS PUMP EQUIP	0	0	7,000	(7,000)	%	0	68
59833 MAINT OF TREATMENT DIST PLANT EQUIP	7,300	35,068	94,889	(59,821)	37%	5,600	10,084
59834 MAINT OF GENERAL PLANT STRUCTURES & EQUIP	662	856	24,000	(23,144)	4%	93	433
TOTAL MAINTENANCE EXPENSE	15,492	59,670	270,889	(211,219)	22%	12,503	25,538
CUSTOMER ACCOUNTS EXPENSE							
59840 BILLING, COLLECTING & ACCOUNTING	5,503	18,871	71,297	(52,426)	26%	7,079	17,189
59842 METER READING	1,457	4,956	25,081	(20,126)	20%	2,150	5,743
59843 UNCOLLECTIBLE ACCOUNTS	280	293	1,500	(1,207)	20%	0	0
TOTAL CUSTOMER ACCOUNTS EXPENSE	7,240	24,119	97,878	(73,759)	25%	9,228	22,932

CITY OF TWO RIVERS

INCOME STATEMENT

FOR THE 3 MONTHS ENDING MARCH 31, 2020

SEWER DISTRIBUTION DETAIL - FUND 690

	CURR MONTH	YTD ACTUAL	BUDGET	OVR (UN) BUD	% OF BUD	CURR MONTH PRIOR YEAR	PR YTD ACT
ADMINISTRATIVE & GENERAL EXPENSES							
59850 ADMINISTRATIVE & GENERAL SALARIES	10,859	40,842	160,458	(119,616)	25%	15,965	38,919
59851 OFFICE SUPPLIES & EXPENSE	28	216	1,420	(1,204)	15%	27	215
59852 OUTSIDE SERVICES EMPLOYED	2,356	12,970	57,560	(44,590)	23%	3,833	14,898
59853 INSURANCE EXPENSE	3,369	10,108	42,950	(32,842)	24%	3,488	10,464
59854 EMPLOYEE PENSION & BENEFITS	10,263	117,240	146,728	(29,488)	80%	13,097	40,641
59855 REGULATORY COMMISSION EXPENSE	0	0	13,940	(13,940)	%	0	0
59856 MISC GENERAL EXPENSES	0	552	4,200	(3,648)	13%	237	332
59857 RENTS	11,191	56,477	92,000	(35,523)	61%	7,819	20,599
TOTAL ADMINISTRATIVE & GENERAL EXPENSES	38,066	238,405	519,256	(280,851)	46%	44,466	126,067
TOTAL OPS & MAINT EXPENSES	101,230	455,132	1,488,491	(1,033,359)	31%	128,067	327,626
OTHER OPERATING EXPENSES							
59403 DEPRECIATION EXPENSE	30,197	90,592	550,000	(459,408)	16%	36,132	108,397
59408 TAX EXPENSE	27,676	84,781	336,656	(251,875)	25%	29,272	84,560
TOTAL OTHER OPERATING EXPENSES	57,873	175,373	886,656	(711,283)	20%	65,404	192,957
TOTAL OPERATING EXPENSES	159,103	630,505	2,375,147	(1,744,642)	27%	193,471	520,583
NET OPERATING INCOME (LOSS)	62,321	49,768	396,053	(346,285)	13%	28,489	142,166

CITY OF TWO RIVERS
INCOME STATEMENT
FOR THE 3 MONTHS ENDING MARCH 31, 2020
SEWER DISTRIBUTION DETAIL - FUND 690

	CURR MONTH	YTD ACTUAL	BUDGET	OVR (UN) BUD	% OF BUD	CURR MONTH PRIOR YEAR	PR YTD ACT
OTHER INCOME							
48600 CONTRIBUTION IN AID	59,690	173,385	716,400	(543,015)	24%	0	87,701
TOTAL OTHER INCOME	59,690	173,385	716,400	(543,015)	24%	0	87,701
TOTAL INCOME (LOSS) BEFORE INTEREST CHGS							
	122,011	223,153	1,112,453	(889,300)	20%	28,489	229,867
INTEREST CHARGES							
49427 INTEREST ON LONG-TERM DEBT	(20,396)	(61,440)	(169,400)	107,960	(36%)	(11,862)	(35,537)
59999 GASB PENSION & OPEB EXPENSE	0	0	(13,500)	13,500	%	0	0
49430 INTEREST ON DEBT TO MUNICIPALITY							
TOTAL INTEREST CHARGES	(20,396)	(61,440)	(182,900)	121,460	(34%)	(11,862)	(35,537)
NET INCOME (LOSS)	101,615	161,713	929,553	(767,840)	17%	16,627	194,331
EARNED SURPLUS							
34100 UNRESERVED FUND BALANCE (BEGINNING OF YEAR)	4,432,940	4,432,940				3,654,016	3,654,016
BALANCE TRANSFERRED FROM INCOME	111,927	187,018				16,627	194,331
TOTAL UNAPPROPRIATED EARNED SURPLUS END OF YEAR	4,544,868	4,619,958				3,670,643	3,848,346

City Manager's Proposed Appointments to Citizen Boards and Commissions 2020

Re-Appointments Requiring Council Approval

- Kathy Peterson to Advisory Recreation Board, term to expire 2023
- Maggie Klinkner to Advisory Recreation Board (Youth Rep.), term to expire 2021
- Elizabeth Bittner to Business and Industrial Development Committee, term to expire 2023
- Donna Reilly to Committee on Aging, term to expire 2023
- Kay Koach to Plan Commission, term to expire 2023
- Preston Jones to Zoning Board of Appeals, term to expire 2023

Appointments Requiring Council Approval

- Jayne Rulseh, Zoning Board of Appeals, term to expire 2023

Vacancies

- Business Improvement District Board (2)
- Community Development Block Grant Housing Committee (4)
- Commission for Equal Opportunities in Housing (5)
- Environmental Advisory Board (5)
- Zoning Board of Appeals (1) and Alternate (1)

--MEMORANDUM--**TO:** City Council**DATE:** May 1, 2020**FROM:** Gregory E. Buckley
City Manager**SUBJECT:** Consideration of Reducing Annual License Fees for Tavern Licenses

At the April 27 work session, the City Council discussed possibly reducing the annual fee for Class B Liquor licenses to the statutory minimum of \$50 and eliminating the annual fee for Class B Beer Licenses—at least for the July 1, 2020 – June 30, 2021 licensing period—to provide some financial relief to the owners of local food and drink establishments, who have been hard-hit by restrictions related to the COVID-19 pandemic.

I am again attaching the memo that accompanied your April 27 agenda, on this topic.

Also attached, immediately following this memo, are two alternative ordinances making such a change in these license fees.

The first (“Option A”) would roll back/eliminate the fees as described above, and it would require a second ordinance amendment to raise those fees back up to current levels in the future. The second (“Option B”) specifies that these changes apply only to the coming year, and provides for the rates to return to current levels effective July 1, 2021. If the Council is inclined to make such a fee reduction, I recommend going with Option B.

Staff does not recommend changing the fees, notably because there is a “cost of doing business” associated with tavern licensing. Most of that cost is associated with tavern inspections, which involve personnel from the Fire, Police and Inspections Departments. The cost of such inspections, and of follow-up inspections when there are violations to be addressed, is conservatively estimated at \$7,000 annually. Add in the City Clerk’s time for processing the licenses, and the total is easily \$8,000.

Annual revenues from such licenses amount to about \$10,000. The proposed reduction in fees would reduce that to about \$2,000. Not a huge dollar amount in the context of a \$10.4 million General Fund budget, but a shift to the general taxpayer for business-related costs that are now borne by the businesses being licensed.

The City Clerk and Deputy City Clerk have been surveying other Wisconsin cities to see what they are doing with regard to such fees—responses received through Friday are shown in the attached table. We will distribute an updated list of responses on Monday night.

Attachment: Reducing Annual License Fees (2640 : Reduce Fee for Class B Liquor)

ORDINANCE

An Ordinance to amend Section 1-2-1(13)(b) of the Municipal Code of the City of Two Rivers, Wisconsin, regarding the fee for Retail "Class B" Intoxicating Liquor Licenses and repeal Section 1-2-1(14)(b) of the Municipal Code of the City of Two Rivers, Wisconsin, regarding the fee for Retail Class "B" Fermented Malt Beverage Licences.

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

SECTION 1: Section 1-2-1(13)(b) is hereby amended to provide that the fee for Retail "Class B" Intoxicating Liquor Licenses \$50.00 a year.

SECTION 2: Section 1-2-1(14)(b) is hereby repealed.

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

Dated _____, 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: Reducing Annual License Fees (2640 : Reduce Fee for Class B Liquor)

ORDINANCE

An Ordinance to amend Section 1-2-1(13)(b) of the Municipal Code of the City of Two Rivers, Wisconsin, regarding the fee for Retail “Class B” Intoxicating Liquor Licenses and Section 1-2-1(14)(b) of the Municipal Code of the City of Two Rivers, Wisconsin, regarding the fee for Retail Class “B” Fermented Malt Beverage Licenses.

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

SECTION 1: Section 1-2-1(13)(b) is hereby amended to provide that the fee for Retail “Class B” Intoxicating Liquor Licenses be reduced to \$50.00 per year for the licensing period July 1, 2020 to June 30, 2021; effective with the licensing periods commencing July 1, 2021, and thereafter, said fee shall be \$275.00 per year.

SECTION 2: Section 1-2-1(14)(b) is hereby amended to eliminate any fee for Retail Class “B” Fermented Malt Beverage Licenses for the licensing period July 1, 2020 to June 30, 2021; effective with the licensing periods commencing July 1, 2021, and thereafter, said fee shall be \$100.00 per year.

SECTION 3. 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: Reducing Annual License Fees (2640 : Reduce Fee for Class B Liquor)

**Reducing
License
Fees?**

Comments:

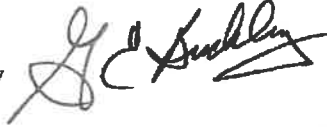
City of Waupan	yes	Council changed the fee to the minimum for Class B Liquor (to \$50) and Class B Fermented Malt Beverage (\$0) and waived fees for Soda, Dairy, and amusement. They also lowered the Operator Licenses to \$10 (instead of our usual fee of \$20 as I said I wanted to be sure and cover our cost of the background checks)
City of Monroe	yes	The License committee is set to review this item in the next week and I am anticipating at lease some sort of reduction in the cost of the license. I think in the very least it will be reduced for a prorated amount equal to a quarter the annual license
City of Baraboo	No	
City of Port Washington	N/A	
City of Cedarburg	N/A	
City of Platteville	No	We will not be reducing but we are currently discussing other options. Nothing has been decided yet
City of Verona	No	Most of our businesses have been able to stay open with carry-out though
City of Marinette	No	there is no talk of reducing their fees.
City of Manitowoc	No	So far we have waived the late fee. There will be discussion at May 5 Finance Committee meeting. We've already gotten in so many that have paid in full.
City of Wausau	No	
City of Sheboygan	No	There was a short discussion at a meeting last night, but nothing was decided on a direction to take.
City of Algoma	No	We plan to have this discussion at a meeting of the Finance and Personnel Committee meeting on May 20. The discussion will be a little late though because I've already sent out all of the information for renewals. So far I haven't had any business owners question our normal rates.
City of Kaukauna	Yes	City of Kaukauna will be discussing this at our next Council meeting (5/5). We will be taking a larger approach and discussing all licensing fees and the possibility of reducing the them.
City of Brillion	No	No, we have not discussed this option at this time
Village of Spring Valley	No	I did however send out the renewal applications with the current fees listed.
Village of Mount Pleasant	No	
Town of Oakland	No	

--MEMORANDUM--

TO: City Council

DATE: April 24, 2020

FROM: Gregory E. Buckley
City Manager



SUBJECT: Consideration of Providing Relief to Local Establishments on the Fees for Alcohol Beverage Licenses

Councilmember Wachowski has requested that the April 27 Council agenda include consideration of the above matter (see attached e-mail).

Some Wisconsin municipalities have taken action, or are considering action, to roll back their "Alcohol Beverage License Fees" for the annual licensing period that begins July 1, to aid local establishments that have had to close down or severely curtail business due to the COVID-19 pandemic and related emergency orders, notably the Governor's "Safer at Home" Executive Order.

I have listed this matter on the agenda in a way that allows the Council to take action, if it wishes, directing staff to prepare an ordinance amendment or resolution for consideration at the May 4 Council meeting relative to this issue. Options could include:

1. An ordinance amendment changing the fees currently set by ordinance—either amend for a temporary period, or plan to go back later and again amend to restore current fees in the future.
2. A resolution providing for the refunding of a portion of the current fees to the Licensees (in lieu of changing the ordinance).
3. A resolution allowing for a deferred payment of the license fee—say, to December 1, but leaving the fees as-is

To assist the Council in its consideration of this matter, the City Clerk has prepared the attached tables that show the various City alcohol license fees charged to local establishments.

I believe that Adam's proposal addresses the types of businesses listed on pages 1 and 2 of the tables: the 25 holders of Class B Beer and Class B Liquor licenses. As shown, reducing the combined fee for these licenses to \$50 (as low as you can go, as State Statutes set a minimum fee of \$50 for the Class B Liquor license) would result in reduced revenues of \$8,125 to the City for the current budget year.

There are other businesses that pay annual fees for licenses related to the sale of alcohol, most notably businesses with "Class A" Malt and Liquor Licenses for package sales, like Pick n Save,

Attachment: Reducing Annual License Fees (2640 : Reduce Fee for Class B Liquor)

Piggly Wiggly and local convenience stores. I assume the Council would want to leave those fees unchanged, as those businesses are all open and appear to be going strong—including strong beer, wine and liquor sales, if you believe national press reports.

This is a matter of Council discretion and—while the dollar impact is relatively small in the context of the full City budget—it is also important to remember that there are costs attendant to the licensing process, such as tavern inspections each licensing cycle, which will continue to be borne by the City.

City Attorney Jack Bruce participated in a Municipal Attorneys conference call this morning, which included this topic. He should be able to contribute to this conversation on Monday night.

Attachments:

- League of Municipalities Information Sheet on Alcohol Licensing Fees
- Listing of Current Two Rivers Alcohol Licensing Fees and Local Licensed Establishments
- Comparison of Current Two Rivers Fees to Manitowoc Fees



Greg Buckley <grebuc@two-rivers.org>

Fwd: council agenda

Lisa Kuehn <liskue@two-rivers.org>

To: Kim Graves <kimgra@two-rivers.org>, Greg Buckley <gbuckley@two-rivers.org>

Wed, Apr 22, 2020 at 12:49 PM

Kim and Greg,
see message below

----- Forwarded message -----

From: Adam Wachowski <baseballone@ymail.com>

Date: Wed, Apr 22, 2020 at 12:35 PM

Subject: Re: council agenda

To: liskue@two-rivers.org <liskue@two-rivers.org>

I would like to add to our agenda the license renewals for the bars. With all that's going on and the hardships with the governors shutdown due to covid 19, I want to propose a straight \$50 renewal fee for both beer and liquor license combined. After research I have found this to be a common thing for municipality's in Wisconsin.

Adam

Sent from Yahoo Mail on Android

On Wed, Apr 22, 2020 at 12:31 PM, Lisa Kuehn
<liskue@two-rivers.org> wrote:

Yes, please do.

On Wed, Apr 22, 2020 at 11:44 AM Adam Wachowski <baseballone@ymail.com> wrote:
Hi Lisa,

I would like to get something on the council agenda. Is that something I pass along to you?

Adam

--

Lisa Kuehn
Administrative Assistant City Manager/Deputy City Clerk
City of Two Rivers | PO Box 87 | 1717 E Park St
920-793-5532 / lkuehn@two-rivers.org
www.two-rivers.org

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--

Lisa Kuehn
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Madison, Wisconsin 53703
phone (608) 267-2380; (800) 991-5502
fax: (608) 267-0645
league@lwmi-info.org; www.lwmi-info.org

Reducing Alcohol Beverage Licensing Fees in Response to COVID-19 Pandemic

League of Wisconsin Municipalities

April 21, 2020

The League of Wisconsin Municipalities has received many questions relating to whether municipalities may reduce alcohol beverage licensing fees for the upcoming 2020 licensing renewal period or take other steps to help restaurants and bars hurt by the COVID-19 pandemic and resulting "Safer-at-Home" order.

Reducing Licensing Fees. Municipal governing bodies may reduce alcohol beverage licensing fees for the 2020 licensing renewal period. Licensing fees are determined locally but must be within the maximum and minimum ranges specified by state law.

Maximum and Minimum license fees under state law:

Class "A" beer -- no state maximum or minimum; the amount is determined by the municipality

Class "B" beer -- \$100 maximum; no minimum

"Class A" liquor -- \$500 maximum; \$50 minimum

"Class B" liquor -- \$500 maximum; \$50 minimum

Reserve "Class B" liquor renewal -- \$500 maximum; \$50 minimum

"Class C" wine license -- \$100 maximum; no minimum

A community could, at its discretion, reduce the 2020 renewal fees for Class "A" beer, Class "B" beer, and "Class C" wine to zero. The fees for "Class A" liquor, "Class B" liquor, and Reserve "Class B" liquor renewal licenses could be reduced to \$50 each. Restaurants and bars typically hold Class B licenses and restaurants without an intoxicating liquor license may have a Class C wine license. Class A licenses are typically held by stores and sell for consumption off premise.

In communities that set license fees by ordinance, governing bodies wishing to reduce fees will need to adopt an ordinance modifying the alcohol beverage licensing renewal fees for the July 1, 2020 to June 30, 2021 licensing year. In communities with ordinances specifying that fees are amended by resolution of the governing body, the governing body will need to adopt a resolution modifying the fees.

Waiving Late Fees for Alcohol Beverage Renewal Applications. Another step communities might consider taking to provide partial relief to restaurants and bars hurt by the COVID-19 pandemic is to waive any late fees the municipality imposes when applicants file their alcohol beverage renewal applications after the deadline for submittal.

YOUR VOICE. YOUR WISCONSIN.

"CLASS B" MALT & LIQUOR LICENSE

LICENSEE/BUSINESS NAME	Class B Beer	Class B Liquor	Pub Fee	Beer Garden	TOTAL
Statutory Minimum	None	\$ 50.00	None	None	
Statutory Maximum	\$ 100.00	\$ 500.00	None	None	
B2T2, LLC/KURTZ'S	\$ 100.00	\$ 275.00	\$ 15.00		\$ 390.00
Berserker's	\$ 100.00	\$ 275.00	\$ 15.00		\$ 390.00
Casa Mexico	\$ 100.00	\$ 275.00	\$ 15.00		\$ 390.00
Cedar Lodge	\$ 100.00	\$ 275.00	\$ 15.00		\$ 390.00
City Central Bar & Grill LLC	\$ 100.00	\$ 275.00	\$ 15.00	\$ 50.00	\$ 440.00
DABOTO LLC/Village Inn	\$ 100.00	\$ 275.00	\$ 15.00	\$ 50.00	\$ 440.00
Dick's Wonder Bar	\$ 100.00	\$ 275.00	\$ 15.00		\$ 390.00
Fireside Pub LLC	\$ 100.00	\$ 275.00	\$ 15.00		\$ 390.00
Knights Of Columbus	\$ 100.00	\$ 275.00	\$ 15.00		\$ 390.00
Lee's Inn	\$ 100.00	\$ 275.00	\$ 15.00		\$ 390.00
Lenny's II	\$ 100.00	\$ 275.00	\$ 15.00		\$ 390.00
Lighthouse on the Lake Inc	\$ 100.00	\$ 275.00	\$ 15.00		\$ 390.00
Lonz's Tannery Club	\$ 100.00	\$ 275.00	\$ 15.00	\$ 50.00	\$ 440.00
Machut's Supper Club, Inc	\$ 100.00	\$ 275.00	\$ 15.00		\$ 390.00

"CLASS B" MALT & LIQUOR LICENSE

LICENSEE/BUSINESS NAME	Class B Beer	Class B Liquor	Pub Fee	Beer Garden	TOTAL
McPautz, LLC					
Tapped on the Lakeshore	\$ 100.00	\$ 275.00	\$ 15.00	\$ 50.00	\$ 440.00
Phil and Michelle's Bar	\$ 100.00	\$ 275.00	\$ 15.00	\$ 50.00	\$ 440.00
RTM Bar, LLC	\$ 100.00	\$ 275.00	\$ 15.00		\$ 390.00
Rudy's Lanes Inc	\$ 100.00	\$ 275.00	\$ 15.00		\$ 390.00
Sandpiper Bar & Grill Inc	\$ 100.00	\$ 275.00	\$ 15.00	\$ 50.00	\$ 440.00
Sepia Wedding Chapel, LLC	\$ 100.00	\$ 275.00	\$ 15.00		\$ 390.00
Sport Bar & Grill	\$ 100.00	\$ 275.00	\$ 15.00	\$ 50.00	\$ 440.00
Waverly Inn	\$ 100.00	\$ 275.00	\$ 15.00	\$ 50.00	\$ 440.00
Tippy's Bar & Grill	\$ 100.00	\$ 275.00	\$ 15.00	\$ 50.00	\$ 440.00
Tribbs, LLC/Grizzly's	\$ 100.00	\$ 275.00	\$ 15.00		\$ 390.00
Whisky Ds, LLC	\$ 100.00	\$ 275.00	\$ 15.00	\$ 50.00	\$ 440.00
GRAND TOTAL	\$ 2,500.00	\$ 6,875.00	\$ 375.00	\$ 500.00	\$ 10,250.00
Grand Total if Class B Beer and Class B Liquor Each Taken to \$50.00	\$ 1,250.00	\$ 1,250.00	\$ 375.00	\$ 500.00	\$ 3,375.00
Grand Total if Combined License Fee for Class B Beer and Class B Set at \$50.00	\$ 1,250.00	\$ -	\$ 375.00	\$ 500.00	\$ 2,125.00
					\$ (6,875.00)
					\$ (8,125.00)

Attachment: Reducing Annual License Fees (2640 : Reduce Fee for Class B Liquor)

"CLASS B" MALT LICENSE APPLICATIONS				
LICENSEE/BUSINESS NAME	Class B Beer	Pub Fee	TOTAL	
Statutory Minimum	None	None		
Statutory Maximum	None	None		
Hazel's Pizza	\$ 100.00 \$	15.00 \$	115.00	
St. John's Men's Club	\$ 100.00 \$	15.00 \$	115.00	
GRAND TOTAL	\$ 200.00 \$	30.00 \$	230.00	
Grand Total if Class A Beer Taken to \$50.00	\$ 100.00 \$	30.00 \$	130.00	
		\$	(100.00)	

"CLASS A" MALT LICENSE APPLICATIONS				
LICENSEE/BUSINESS NAME	Class A Beer	Pub Fee	TOTAL	
Patsy's Hwy 42 Mobil	\$ 50.00	\$ 15.00	\$	65.00
Seagull Marina	\$ 50.00	\$ 15.00	\$	65.00
GRAND TOTAL	\$ 100.00	\$ 30.00	\$	230.00

"CLASS A" MALT & LIQUOR LICENSE APPLICATIONS					
LICENSEE/BUSINESS NAME	Class A Beer	Class A Liquor	Pub Fee	TOTAL	
Statutory Minimum	None	\$ 50.00	\$ 15.00		
Statutory Maximum	None	\$ 500.00	\$ 15.00		
Dogencorp, LLC Dollar General	\$ 50.00	\$ 500.00	\$ 15.00	\$ 565.00	
Jai Uri Mart	\$ 50.00	\$ 500.00	\$ 15.00	\$ 565.00	
Kwik Trip Inc.	\$ 50.00	\$ 500.00	\$ 15.00	\$ 565.00	
Krishna Food Mart	\$ 50.00	\$ 500.00	\$ 15.00	\$ 565.00	
Piggly Wiggly	\$ 50.00	\$ 500.00	\$ 15.00	\$ 565.00	
Ultra Mart Pick N Save	\$ 50.00	\$ 500.00	\$ 15.00	\$ 565.00	
Walgreen Company	\$ 50.00	\$ 500.00	\$ 15.00	\$ 565.00	
GRAND TOTAL	\$ 350.00	\$ 3,500.00	\$ 105.00	\$ 3,955.00	
Grand Total if Class A Liquor License Fee Taken to \$50.00	\$ 350.00	\$ 350.00	\$ 105.00	\$ 805.00	\$ (3,150.00)

	Two Rivers	Manitowoc
"Class A" Intoxicating Liquor License Fee	\$500	\$500
"Class B" Intoxicating Liquor License Fee	\$275	\$500
"Class A" Fermented Malt License Fee	\$50	\$150
"Class B" Fermented Malt License Fee	\$100	\$100

--MEMORANDUM--

TO: City Council

DATE: May 1, 2020

FROM: Gregory E. Buckley
City Manager



SUBJECT: Consideration of Amending Beer Garden Ordinance
To Accommodate Outdoor Serving Areas

The attached communication from the Tavern League of Wisconsin was forwarded to my office earlier this week by Councilmember Wachowski. It has also been shared by members of the Municipal Clerks network this week.

This communication appears to generally support the idea of loosening up local restrictions on outdoor serving areas. This could benefit local food/drink businesses as the weather gets warmer and as COVID-related restrictions are eased, by allowing them to offer open-air seating areas to customers.

I'm not sure why the Tavern League references "conditional use permits" in this communication. That's a zoning term, and a business generally does not need a CU permit to have an outdoor dining or serving area. Or even to put outdoor tables on the public downtown sidewalks--like in front of Schroeder's coffee shop.

What we SHOULD DO to facilitate such outdoor serving areas is to take a look at the City's beer garden rules, governing outdoor serving areas. I would certainly support loosening those up--for the long term, as well as the near term COVID-19 situation.

I recommend that, following discussion on Monday night, the Council refer this matter to staff, with direction to prepare a recommended ordinance amendment for consideration at the May 18 Council meeting.

When a draft ordinance is prepared, we will also share it with local Tavern League membership in advance of the May 18 meeting. I have discussed this with Tippy Tomchek, President of the Manitowoc County Tavern League, who would be happy to share any draft with his membership for comment.

Attachments; Tavern League Communication
Current City Ordinances on Beer Gardens and Special Event Beer Gardens

Attachment: Beer Garden Memo (2647 : Beer Gardens)



Dear TLW Member:

State Representative David Steffen (R-Green Bay) has come up with an easy workable proposal for municipalities to amend outdoor conditional use permits to amend existing areas where food and beverage can be consumed if that area has not been previously licensed. We currently are not permitted to have outdoor consumption but in the event a change is made to allow outdoor consumption we wanted to forward you this proposal to work with your municipalities. Please reach out to municipal leaders in your community to see if they can accommodate this approach to help small business as we slowly get back to business when permitted.

Request municipalities to Immediately consider an e-mail or similar communication from a Class B license holder as a valid and complete conditional use permit application for the purposes of transitioning a portion of the license holder's parking lot, patio or deck into an authorized extension of their service area for the purposes of on-premise food and alcohol sales. This modified conditional use permit application and protocol would be free of charge and valid through the end of 2020.

For more information and news as it is available to us, please visit [our website](#).

CONNECT WITH US!

Sec. 6-1-19 Beer Gardens Regulated

(a) **REQUIRED FOR OUTDOOR CONSUMPTION.** No license shall permit the consumption of alcohol beverages on any part of the licensed premises not enclosed within the building, except under permit granted by the City Council. The permits are a privilege in which no rights vest; and therefore, may be revoked by the City Council at its pleasure at any time, or shall otherwise expire on June 30th of each year. No person shall consume or have in his or her possession alcohol beverages on any unenclosed part of a licensed premises which is not described in a valid beer garden permit. It is the purpose of fencing in the beer garden area to prohibit or significantly restrict the ease in which alcoholic beverages may be passed from within the beer garden area to anyone outside the beer garden area.

(b) **LIMITATIONS ON ISSUANCE OF BEER GARDEN PERMITS.** No permit shall be issued for a beer garden located in a nonresidential district if any part of the beer garden is within fifty (50) feet of a structure used for residential purposes except residential uses located in the same structure as the licensed premises or a residence which is owned by the same person who owns the licensed premises. No permit shall be issued to a licensed premises located in a district zoned R-1-R-4. No permit shall be issued for a beer garden if the beer garden area is greater than the gross floor area of the adjoining licensed premises. Each applicant for a beer garden permit shall accurately describe the area intended for use as a beer garden and shall indicate the nature of fencing or other measures intended to provide control over the operation of the beer garden.

Every beer garden shall be completely enclosed with a fence or wall not less than five (5) feet in height above the ground of the area immediately outside of the enclosed fenced area of the beer garden, except as otherwise provide herein. When a portion of the beer garden's perimeter lies along the shoreline of the East or West Twin River, there shall be no requirement for a fence along such river frontage; provided, however, that the fence or wall enclosing the balance of the beer garden's perimeter shall extend to points as close to the water as practicable, subject to the review and recommendation of the Police Department. The City reserves the right to require such fence to extend toward the water to the maximum extent allowed by law (i.e., to the ordinary high water mark or the bulkhead line, if a bulkhead exists).

Amplified sound or music is not permitted after 9:00 PM. There shall be a licensed operator within the beer garden when alcohol beverages are dispensed in the beer garden. The beer garden shall remain closed to the public between 11:00 PM and 8:00 AM.

(c) **STATE STATUTES ENFORCED WITHIN BEER GARDEN.** Every permittee under this section shall comply with and enforce all provisions of Chapter 125, Wis. Stats., applicable to Class "B" licensed premises, except insofar as such provisions are clearly inapplicable. Violation of the provisions of Ch. 125, Wis. Stats., shall be grounds for immediate revocation of the beer garden permit by the City Council.

(d) **LICENSE FEES.** Fees for a beer garden permit shall be Fifty (\$50.00) Dollars per year.

(e) **PENALTY.** Any person who shall violate any provisions of this Chapter or any order, rule or regulation made or adopted hereunder shall be subject to the general provisions penalty of this Code.

Sec. 6-1-20 Special Event Beer Garden Permits

(a) **PERMIT.** The City Council may, upon consultation with the Police Chief, issue Special Event Beer Garden Permits to existing licensees permitting the consumption of alcohol beverages on a part of the licensed premises not enclosed within a building, upon application and subject to the terms of this ordinance. Such permits shall be deemed a privilege in which no rights vest, and therefore may be revoked by the City Council at its pleasure at any time. Such permits may be issued for periods not to exceed three consecutive days. No licensee may be granted such a permit on more than two occasions during any calendar year. No such permit on more than two occasions during any calendar year. No such permit shall be issued to a licensed premise located in a district zoned R-1 single family residence district, R-2 single and double family residence district, R-3 single and double

family residence district, R-3 single and double family residence district or R-4 multiple family residence district.

Such permit may be issued to allow modification of the conditions applicable to an existing beer garden permit during a special event, or to allow establishment of a new beer garden at a licensee's premises for the duration of a special event as permitted herein.

(b) APPLICATION. Any applicant for a Special Event Beer Garden Permit shall submit a site plan drawing describing the area to constitute the beer garden, shall state the planned hours of operation of the beer garden and proposed hours for outdoor music or entertainment. A licensed operator shall be within the beer garden at all times alcohol beverages are dispensed in the beer garden. The beer garden area shall be adequately fenced to prohibit or significantly restrict the ease with which alcohol beverages may be passed from within the beer garden area to anyone outside the beer garden area.

(c) CONDITIONS. The size and location of the beer garden area and its layout, hours of operation for the beer garden, and the hours during which outdoor music or entertainment may be allowed shall be determined by the City Council, on consultation with the Police Chief. IF any portion of the beer garden is located within fifty feet of a structure that is used for residential purposes and is located in a district zoned residential, no permit shall be issued unless the owner of the structure indicates to the City Council his or her consent, in writing, to the granting of the permit.

(d) FEE. The fee for a Special Event Beer Garden Permit shall be \$50.

(e) COMPLIANCE WITH APPLICABLE LAWS. Every permittee shall comply with all applicable provisions of Chapter 125 of the Wis. Stats. and the Municipal Code of the City of Two Rivers. Violation of any governing statute or ordinance shall be grounds for immediate revocation of the permit.

(f) PENALTY. Any person who violates any provisions of this ordinance shall be subject to the general provisions penalty of this code.

ORDINANCE

An Ordinance to Amend Sections 6-2-2(a) and Section 6-2-5 of the Municipal Code of the City of Two Rivers, Wisconsin, regarding Operator's Licenses

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

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

“(a) The City Clerk may issue an operator's license, which license shall be granted only upon application in writing on blanks to be obtained from the City Clerk and only to persons eighteen (18) years of age and older. Operator's licenses shall be operative only within the limits of the City.”

SECTION 2: Section 6-2-5 of the Municipal Code is hereby amended to read as follows:

“After the City Clerk approves the granting of an operator's license, the City Clerk shall issue the license. Such licenses shall be issued and numbered in the order they are granted and shall give the applicant's name and address and the date of the expiration of such license. The City Clerk shall each month provide the City Council with a report listing all such licenses issued in the preceding month.”

SECTION 3: 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



RESOLUTION INTERNATIONAL MIGRATORY BIRD DAY

WHEREAS, Migratory birds are some of the most beautiful and easily observed wildlife that share our communities and

WHEREAS, many citizens recognize and welcome migratory songbirds as symbolic harbingers of spring, and

WHEREAS, these migrant species also play an important economic role in our community, controlling insect pests and generating millions in recreational dollars statewide, and

WHEREAS, migratory birds and their habitats are declining throughout the Americas, facing a growing number of threats on their migration routes and in both their summer and winter homes, and

WHEREAS, public awareness and concern are crucial components of migratory bird conservation, and

WHEREAS, citizens enthusiastic about birds, informed about the threats they face, and empowered to help address those threats can directly contribute to maintaining healthy bird populations, and

WHEREAS, since 1993 International Migratory Bird Day (IMBD) has become a primary vehicle for focusing public attention on the nearly 350 species that travel between nesting habitats in our communities and throughout North America and their wintering grounds in South and Central America, Mexico the Caribbean and the southern U.S., and

WHEREAS, hundreds of thousands of people will observe IMBD gathering in town squares, community centers, schools, parks, nature centers, and wildlife refuges to learn about birds, take action to conserve them, and simply to have fun, and

WHEREAS, while IMBD officially is held each year on the second Saturday in May, its observance is not limited to a single day and planners are encouraged to schedule activities on the dates best suited to the presence of both migrants and celebrants, and

WHEREAS, IMBD is not only a day to foster appreciation for wild birds and to celebrate and support migratory bird conservation but also a call to action,

NOW THEREFORE, BE IT HEREBY RESOLVED, by the City Council of the City of Two Rivers does name May 9, 2020 as International Migratory Bird Day, in the city of Two Rivers, in the County of Manitowoc, and we urge all citizens to celebrate this observance and to support efforts to protect and conserve Migratory Birds and their habitats in our community and the world at large.

Dated this 4th day of May 2020

Attachment: International Migratory Bird Day (2633 : International Migratory Bird Day)



**PROCLAMATION
NAMING THE WEEK OF MAY 3- 9, 2020
AS NATIONAL DRINKING WATER WEEK**

WHEREAS, water follows a natural cycle from Earth to air to Earth again; and

WHEREAS, water is a basic and essential need of all living things; and

WHEREAS, our health, comfort, and standard of living depend upon an abundant supply of safe drinking water; and

WHEREAS, the ever-tightening standards for drinking water make better facilities and better trained personnel essential,

NOW, THEREFORE, the City Council of the City of Two Rivers hereby proclaims the week of May 3-9, 2020, as

NATIONAL DRINKING WATER WEEK

in the City of Two Rivers; and urges all citizens to recognize the special contributions of the Two Rivers Water Department, and the special efforts of the staff who work every day to enhance the well-being of the citizens of our community.

Dated this 4th day of May, 2020.

Curt Andrews, City Council President

Gregory E. Buckley, City Manager