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, June 15, 2020 Council Chambers – City Hall – 6:00PM Regular Meeting

- 1. CALL TO ORDER
- 2. PLEDGE OF ALLEGIANCE
- 3. ROLL CALL BY CITY CLERK
- 4. CONSIDERATION OF ANY COUNCIL MEMBER REQUESTS TO PARTICIPATE IN THIS MEETING FROM A REMOTE LOCATION
- 5. PUBLIC HEARING
- 6. INPUT FROM THE PUBLIC
- 7. COUNCIL COMMUNICATIONS

Letters and other communications from citizens

- A. Citizen Request for Additional "Slow No Wake" Signage (e-mail to City Manager and Council)--Staff Report
- B. Citizen Concern About Visibility/Safety at Jefferson/16th Street Intersection (from Councilmember Wachowski)

Recommended Action:

Motion to refer to the Public Works Committee

- 8. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES
- 9. CITY MANAGER'S REPORT
 - A. Invited Guests
 - 1. State Senator Andre Jacque and State Representative Shae Sortwell
 - 2. Police Chief Brian Kohlmeier, Regarding Community Policing
 - 3. Electric Director Ken Kozak, to Present Highlights of 2019 WPPI Energy Annual Report

B. Status/Update Reports

- 1. Phased Re-Opening of City Facilities
- 2. Small Business Emergency Grant Program With City of Manitowoc and Chamber of Commerce
- 3. Riverside Foods Project/Closing on City Loan
- 4. Acquisition of Large Stones from Kewaunee Nuclear Plant Site for Shoreline Protection
- 5. July 4 Fireworks, Upcoming Concerts and Special Events
- 6. Possible Ordinance Changes Related to Beer Gardens and Sidewalk Cafes
- 7. Parks and Recreation Director Recruitment and Selection
- 8. Other
- C. Legislative/Intergovernmental Update
 - 1. Relief for Property Taxpayers on July 31 Installment Due Date
 - 2. Public Service Commission of Wisconsin Moratorium on Utility Shutoffs to End on July 25
 - 3. Other

10. CONSENT AGENDA

- A. Presentation of Minutes
 - 1. Regular City Council Minutes-May 18, 2020 and June 1, 2020 and Work Session Minutes-May 27, 2020

Recommended Action:

Motion to waive reading and adopt the minutes

- B. Applications and Petitions
 - 1. Applications for Temporary Class B License
 - a. Wisconsin Heat Fastpitch, It's Time to Play Fastpitch Tournament, June 26-28, 2020, Vietnam Vets Park, 2:00 8:00 PM
 - b. Two Rivers Main Street, Inc., Cool City Classic Car Show and Cruise, August 14, 2020, Washington Street from 15th Street to 22nd Street, 4:00 9:00 PM

Recommended Action:

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

- 2. Applications for Commercial Garbage Hauler's License Recommended for Approval
 - a. Advanced Disposal, 428 High Street, Chilton
 - b. Pozorski Hauling & Recycling, LLC, PO Box 1565, Manitowoc

Recommended Action:

Motion to approve the applications and authorize the Engineering Department to

issue the licenses

3. List of Twelve Renewal Applications for Landscaping/Tree Removal Licenses for the period July 1, 2020 to June 30, 2021

Recommended Action:

Motion to approve the applications and authorize the City Clerk to issue the licenses for the period of July 1, 2020 to June 30, 2021

4. List of Nine Renewal Applications for Cigarette Licenses for the period July 1, 2020 to June 30, 2021, all Over-the-Counter Sales

Recommended Action:

Motion to approve the applications and authorize the City Clerk to issue the licenses for the period of July 1, 2020 to June 30, 2021

5. List of Ten Renewal Applications for Beer Garden Permits for the Period July 1, 2020 to June 30, 2021

Recommended Action:

Motion to approve the applications and authorize the City Clerk to issue the licenses for the period of July 1, 2020 to June 30, 2021

6. List of Two Renewal Applications for Class "A" Fermented Malt Licenses for the period of July 1, 2020 to June 30, 2021

Recommended Action:

Motion to approve the applications and authorize the City Clerk to issue the licenses for the period of July 1, 2020 to June 30, 2021

7. List of Seven Renewal Application for "Class A" Malt & Liquor Licenses for the period of July 1, 2020 to June 30, 2021

Recommended Action:

Motion to approve the applications and authorize the City Clerk to issue the licenses for the period of July 1, 2020 to June 30, 2021

8. List of Two Renewal Applications for Class "B" Fermented Malt Licenses for the Period July 1, 2020 to June 30, 2021

Recommended Action:

Motion to approve the applications and authorize the City Clerk to issue the licenses for the period of July 1, 2020 to June 30, 2021

9. List of Twenty-five Renewal Applications for "Class B" Malt & Liquor Licenses for the period of July 1, 2020 to June 30, 2021

Recommended Action:

Motion to approve the applications and authorize the City Clerk to issue the licenses for the period of July 1, 2020 to June 30, 2021

C. Reports

- Minutes of Meetings
 - a. Advisory Recreation Board, March 10, 2020
 - b. Library Board, May 12, 2020
 - c. Public Utilities, June 2, 2020

- d. Public Works, June 3, 2020
- e. Plan Commission, June 8, 2020

Recommended Action:

Motion to receive and place on file

- 2. Department Reports for May 2020
 - a. City Clerk
 - b. Electric
 - d. Fire
 - e. Inspections
 - f. Parks and Recreation
 - g. Public Works
 - h. Safety Program
 - i. Water

Recommended Action:

Motion to receive and file

- 3. Finance Reports
 - a. Debt Service, April 2020
 - b. General Fund, April 2020
 - c. Lester Library, April 2020

Recommended Action:

Motion to receive and place on file

4. Summary of Verified Bills for the Month of May 2020 for \$1,725,863.20

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. Award of Bid for Riverview Pond--Low Hazard Report from Staff and Representatives of McMahon Associates (tabled from June 1 City Council Meeting)

Recommended Action:

Motion to award the bid to Vinton Construction, in its low bid amount of \$1,582,480.07, and to direct staff to pursue project cost reduction by working with Wisconsin DNR to allow solid waste encountered at site to remain on site

B. Compliance Maintenance Resolution for Wastewater Treatment Plant

Recommended Action:

Motion to waive reading and approve the Resolution, as recommended by Public Utilities Committee

C. Payment Drop Box on the East Side of Park Street

Recommended Action:

Motion to accept Public Works Committee recommendation to eliminate two parking spots on the east side of Park Street in front of City Hall between the front steps and the police ramp. A new drop box will located at the midpoint of these two spaces to provide convenient drive up and walk up location for making payments

D. Resolution to Adopt the Manitowoc County Multi-Hazard Mitigation Plan 2020-2025

Recommended Action:

Motion to waive reading and adopt the Resolution

RECOMMENDATIONS FROM THE PLAN COMMISSION JUNE 8, 2020 MEETING

E. Request for Change in Zoning from R-3 Residence District to I-1 Industrial District for 0.92 acres of land adjacent to 251 Taylor Street, submitted by Ryan Koch, TDB Investments, LLC (owner)

Recommended Action:

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

F. Resolution Authorizing Additional On-Premise Identification Signage for Van Der Brohe Arboretum, 3800 Lincoln Avenue, submitted by John Durbrow (Director)

Recommended Action:

Motion to waive reading and adopt the Resolution

RECOMMENDATIONS FROM THE ADVISORY RECREATION BOARD JUNE 9, 2020 MEETING

G. Authorize Placement of Storage Container at Vets Park for Storage of Kayaks and Canoes for Rental by Klein Concessions LLC

Recommended Action:

Motion to authorize the City Manager to prepare and execute an agreement for such activity for 2020-2021, as recommended by the Advisory Recreation Board, such agreement subject to approval by the City Attorney and to include fee equal to 5 percent of gross rental charges

H. Concessionaire Agreement for Neshotah Beach Concession Stand with Ice Clouds, LLC (referred to City Manager at the April 20, 2020 meeting)

Recommend Action:

Motion to authorize the City Manager and City Clerk to sign the agreement on behalf of the City, with any changes as approved by the City Manager and City Attorney, and to authorize a similar agreement with Caribbean Cruisers for placement of a food truck near Beach Concession Stand.

12. FOR INFORMATION ONLY

- A. Cookies & Cream Fundraiser, June 25-26, 2020, 10 AM 3 PM, Curbside pick-up Two Rivers Senior Center
- B. City Council Work Session Meeting, Monday, June 29, 2020, 6:00 PM

- C. Central Park Concert Series, Thursday, July 2, 2020, 6:00-8:00 PM, The Sugar Bush Boys, Two Rivers Central Park
- D. July 4 Community Sponsored Fireworks at Dusk shot off at Walsh Field, no public access to any area inside the fences due to practicing safe social distancing
- E. City Hall Closed on Friday, July 3 in Observance of Independence Day
- F. City Council Meeting, Monday, July 6, 2020, 6:00 PM

13. CLOSED SESSION

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

- -- Discuss Possible City Assistance to Economic Development Projects: Culver's, Others
- -- Discuss Status of Negotiations Regarding Former Hamilton Property
- Discuss Status of Negotiations Regarding Sale or Lease of Former Paragon Property
- -- Discussion Regarding City Branding

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.

From: <edwardiii1453@gmail.com>
Date: Thu, Jun 4, 2020 at 9:29 PM
Subject: Contact Form Submission

Name: Edward Kakes

Phone Number: 9209010255

Comments: Dear greg and city council members, I'm not sure where to start with or who can help with this,but I own several properties along the east twin river and with the high water my yards are naturally eroding and since the water is high there have been alot of boat traffic. I have noticed that more and more boats are not abiding by the slow no wake between the 17 and 22nd bridges. I am hoping since I believe the city owns the bridges that you can put up a large sign slow no wake? Especially on the 22nd street bridge on both sides of the bridge. If it isn't the responsibility of the city to put these signs on the bridges can you point me in the direction on who is? Thank you edward kakes iii please forward this to the city council members

FORTY & FORWARD



2019 ANNUAL REPORT



Member-owned, not-for-profit WPPI Energy serves 51 locally owned electric utilities.

Together, WPPI members have built a diverse, competitive and responsible power supply. They share advanced technologies and forward-thinking services, and they speak with a unified voice for effective energy policy advocacy.

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2019 ANNUAL REPORT



WPPI Energy Board President Jeff Feldt (left) and President & CEO Mike Peters

A message from the chair & President/CEO

FOR FORTY YEARS + MORE

In the four decades since WPPI Energy members created our joint action agency, they have successfully confronted adversity together time and time again. From winning the right to develop their own power supply to building advanced technologies and services, the not-for-profit, locally owned member utilities of WPPI have proven the power of their shared expertise and unity of purpose.

FOR SHARED STRENGTH

Now, as we all face the unprecedented challenge of COVID-19, we are reminded that working together makes us stronger. In these uncertain times, our members' enduring, singular focus on customers and their local communities will be more important than ever. And, while the world has changed significantly since some of the 2019 developments reported in this publication, **our commitment to stand behind WPPI members remains steadfast** as well. We are fully prepared and equipped to continue fulfilling our responsibility for supplying wholesale power and meeting the WPPI membership's service and support needs.

MOVING FORWARD

Just as it was when we were created in 1980, delivering a competitive and stable long-term power supply remains our priority. **WPPI** is highly competitive with our peer wholesale power suppliers in the region. In 2019, our average wholesale power cost to members was lower than each of the past five years. In the past two years, our average wholesale power cost decreased a total of 8.4%.

We are also making our portfolio even more diverse and sustainable. Our power supply today is around 30% carbon-free, and we're not stopping there. In December, the Public Service Commission of Wisconsin approved the Certificate of Public Convenience and Necessity for the cost-effective Point Beach Solar Energy Center, a new resource that is expected to keep us on track for a more than 39% reduction in carbon dioxide (CO_2) emissions by 2025 when compared to 2005.

FOR CUSTOMERS AND COMMUNITIES

To succeed for the long term, today's utilities must also be ready to respond to a quickly changing industry, satisfy customers' evolving expectations, and apply new technologies to gain operational efficiencies. Our

membership is making the most of all these opportunities and more. From our recently introduced shared lineworker and cyber security programs to renewable energy offerings, WPPI members have built shared expertise, a cost-effective array of forward-thinking programs, and a comprehensive suite of advanced utility technologies.

Thanks to their efforts in these areas, our members have earned significant recognition among their customers and industry peers. In 2019, **22 WPPI member utilities won designation as Smart Energy Providers** from the American Public Power Association for incorporating energy efficiencies and sustainability while providing affordable electric service. Achieving SEP designation is a meaningful way for public power utilities to measure their local success against best practices industry-wide.

WPPI members also ranked number one in E Source's 2019 national study of small and midsize utility business customers. This accomplishment confirms today what we've learned from similar studies in the past: Customers of WPPI member utilities are among the most satisfied in the nation.

FOR SOUND ENERGY POLICY

Finally, just as they fought in the beginning for legislation needed to form WPPI, our membership remains actively engaged with policymakers. From local discussions with legislators in their districts to formal meetings on Capitol Hill, WPPI members continued working hard in 2019 to ensure that state and federal energy policy decisions are informed by the needs and priorities that are most important to local customers and communities.

FOR THE NEXT FORTY YEARS + MORE

While we focus our current efforts on responding to the COVID-19 public health crisis, we also find strength and encouragement in our members' long track record of hard-won victories. We are all in this together. As we mark WPPI's 40th anniversary, we know the legacy of our past only begins to represent all the good we can accomplish as 51 communities working for a common purpose.

Together, we will keep moving forward — for the next 40 years and more.

Jeff Feldt WPPI Energy Board Chair General Manager, Kaukauna Utilities

Mike Peters
President/CEO





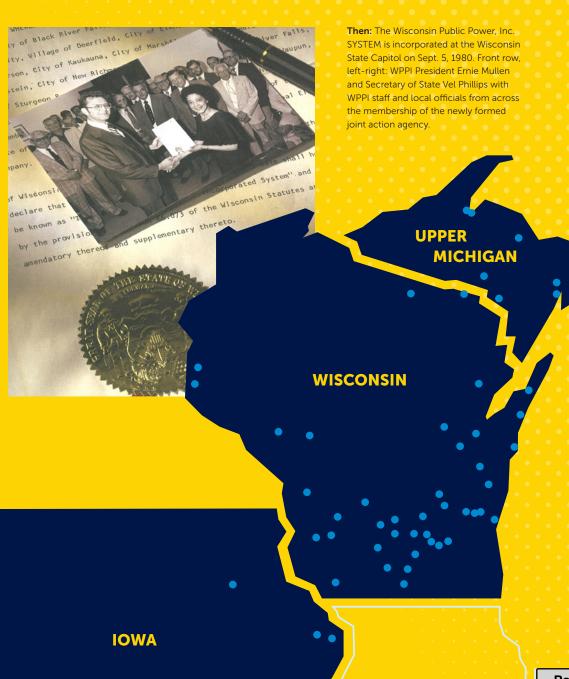
FORTY & FORWARD

Then & Now

The Wisconsin Public Power, Inc. SYSTEM

In 1980, a group of Wisconsin communities operating municipal electric utilities joined forces to create WPPI. Their goal: to better meet their own local power needs and control costs for customers.

Today, WPPI member utilities have achieved that and more, with a power supply that is diverse, competitive and responsible; a comprehensive array of forward-thinking shared services and advanced technologies; and a highly effective voice for energy policy advocacy.









The Joint Action Advantage

FOR OUR MEMBERS

Not-for-profit, locally owned utilities deliver significant benefits for their customers and communities. To preserve and enhance this value for the long term, WPPI members partner with like-minded utilities, gaining shared expertise and greater strength in numbers. This is the joint action advantage of 51 local utilities working together for the good of the customers and communities they serve.

FOR A SHARED PURPOSE

BOARD OF DIRECTORS

All that member-owned WPPI does is driven by the utilities and communities we serve. Every member participates in setting WPPI's business initiatives, and our member-led board and its committees oversee their implementation.

The result: WPPI is a strong and effective joint action partnership created, driven, and governed by an actively engaged and committed membership.

WISCONSIN

Algoma • Peter A. Haack

 $\textbf{Black River Falls} \bullet \textbf{Casey E. Engebretson}_1$

Boscobel • Michael B. Reynolds $_{12}$

Brodhead • Ed Hoff

Cedarburg • Dale A. Lythjohan 1

Columbus • Michelle Kaltenberg

Cuba City • George A. Morrissey

Eagle River • Mike Sanborn

Evansville • James A. Brooks

Florence • Robert A. Friberg 1

Hartford • Brian C. Rhodes

Hustisford • Todd M. Tessmann

Jefferson • Scott R. Adler

Juneau • Robert G. Affeld

Kaukauna • Jeffery W. Feldt 12

Lake Mills • Steven D. Wilke

Lodi • Ann Groves-Lloyd

Menasha • Melanie S. Krause

Mount Horeb • David G. Herfel

Muscoda • Gerald V. Bindl

New Glarus • Kevin Funseth

New Holstein • Randy T. Jaeckels₁

New London • Stephen M. Thompson

New Richmond • Weston Arndt.

Oconomowoc • Joseph R. Pickart

Oconto Falls • Greg Kuhn

Plymouth • Cathy Austin

Prairie du Sac • Troy T. Murphy

Reedsburg • Brett H. Schuppner

Richland Center • Scott Gald

River Falls • Kevin L. Westhuis

Slinger • Margaret Wilber

Stoughton • Jill M. Weiss

Sturgeon Bay • James M. Stawicki

Sun Prairie • Rick R. Wicklund

Two Rivers • Kenneth S. Kozak

Waterloo • Barry L. Sorenson

Waunakee \bullet Timothy J. Herlitzka ₁₂

Waupun • Vacant

Westby • Ronald G. Janzen

Whitehall • Neal J. Wozney

MICHIGAN

Alger Delta CEA • Troy Tiernan

Baraga • LeAnn M. LeClaire

Crystal Falls • David M. Graff

Gladstone • Mike Kennedy

L'Anse • Robert A. LaFave

Negaunee • Nate Heffron

Norway • Ray D. Anderson

IOWA

Independence • Kevin M. Sidles

Maquoketa • Christopher G. Krogman

Preston · Vacant

1 Executive Committee

2 Officer

FOR A CENTURY AND MORE

Public power is a tradition that works. While our joint action agency prepares to celebrate its 40th year, most WPPI member utilities have been delivering local, customerfocused electric service for well over a century. Congratulations to the following WPPI Energy members for their milestone public power anniversaries in 2019.



80MOUNT HOREB



100MAQUOKETA



105 JUNEAU



105PRAIRIE DU SAC



115 ALGOMA



115BLACK RIVER FALLS



115 NEW LONDON



115RICHLAND CENTER



115 STURGEON BAY



120 BOSCOBEL



125REEDSBURG



125 WAUPUN

EXECUTIVE COMMITTEE

The board elects an 11-member executive committee to oversee WPPI's business affairs and to make recommendations for action by the board.

Row 1, from left: Mike Reynolds, Secretary; Jim Stawicki, Vice Chair; Jeff Feldt, Chair; Randy Jaeckels; Kevin Westhuis. Row 2: Casey Engebretson; Bob Friberg; Tim Herlitzka, Treasurer; Dale Lythjohan; Steve Thomson. Not pictured: Joe Pickart.





SENIOR MANAGEMENT

WPPI Energy's executive staff team, which is led by President/CEO Mike Peters, implements the board-approved WPPI business strategy and directs the company's operations.

Row 1, from left: Marty Dreischmeier, Chief Financial Officer; Phil Hansen, Chief Information Officer; Mike Peters, President/Chief Executive Officer. Row 2: Tom Hanrahan, General Counsel; Tom Paque, Senior Vice President – Services & Business Strategy; Valy Goepfrich, Senior Vice President – Power Supply.

TREE POWER OF SMART



American Public Power Association

Cedarburg · Columbus

Independence · Florence · Jefferson

Kaukauna · Lake Mills · Lodi

Maquoketa · Menasha · New Holstein

New London · New Richmond

Oconomowoc · Prairie du Sac

Reedsburg · Richland Center

River Falls · Stoughton · Sun Prairie

Two Rivers · Waunakee



Then: Cedarburg energy conservation events



O FORTY & FORWARD

Then & Now

Delivering Shared Programs

In the mid-1990's, WPPI's member utilities established shared energy efficiency programs to provide customers excellent service and help them keep their bills down. By 2001, members introduced renewable energy programs offering customers the option to offset some or all of their usage with electricity from clean resources.

Today, 22 WPPI members have earned Smart Energy Provider designation from the American Public Power Association, which compares utilities against industry best practices in energy efficiency, sustainability, and the customer experience. WPPI's joint action programs and services align well with the criteria, and WPPI members comprise one-third of APPA's inaugural class of approximately 60 Smart Energy Provider utilities nationwide.







FOR THE LONG TERM

By partnering with like-minded communities for greater economies of scale, the members of WPPI have built a diverse, cost-competitive and responsible long-term wholesale power supply.

FOR COMPETITIVE, STABLE COSTS

WPPI is highly competitive with our peer wholesale power suppliers in the region. Our average wholesale power cost to members in 2019 was lower than each of the past five years. In fact, this cost decreased a total of 8.4% in the past two years.

AVERAGE POWER COSTS TO MEMBERS



FOR DIVERSE, SUSTAINABLE RESOURCES

In addition to keeping our wholesale power costs stable and competitive, we are making our portfolio even more diverse and sustainable.

Today, WPPI's power supply today is around 30% carbon-free, and, we're not stopping there.

Read about our carbon-free resources on p. 18

FOR KEEPING COSTS DOWN: TRANSMISSION INVESTMENTS

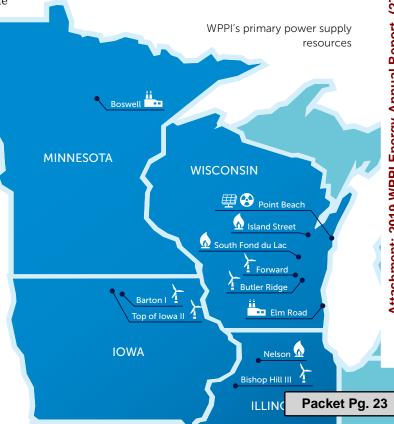
Owning transmission assets delivers a valuable return that helps offset increasing costs for transmission service, which now comprise more than 15% of WPPI's wholesale rate to members. Our transmission investments also help ensure a strong regional grid, with increased access to cost-effective generation and more renewable energy options.

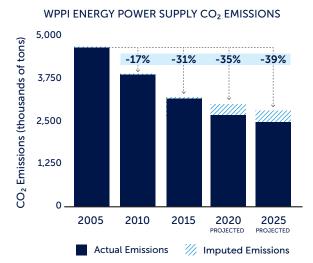
In 2018, the Badger Coulee 345-kilovolt (kV) transmission project was energized. The line runs from the Briggs Road substation north of La Crosse to the Madison area. WPPI owns 1.5% of the portion between the Briggs Road and North Madison substations.

WPPI also owns approximately
9.5% of the Wisconsin portion of the
345-kV Hampton-Rochester-La Crosse
CapX2020 transmission project.
We recover a majority of the costs
associated with our direct transmission
ownership as a transmission owner
within the Midcontinent Independent
System Operator.



Badger-Coulee transmission project





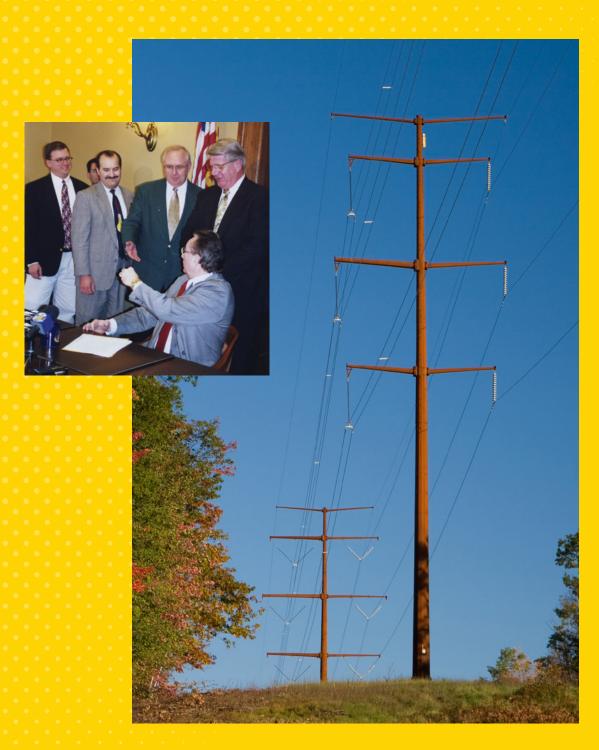
The solid bars in the chart represent WPPI's actual emissions from WPPI-owned generating units and purchased power from specific generating units, utility systems and the Midcontinent Independent System Operator (MISO) market. The dashed bars represent imputed emissions for renewable resources for which WPPI did not purchase the associated renewable energy certificates or credits (RECs) in the first instance, or for which the associated RECs have been sold. It is possible that RECs currently held by WPPI may be sold to third parties in the future, which would result in an increase in imputed emissions. Actual emissions from MISO market purchases and imputed emissions were determined using a calculated residual emission rate factor equal to the average emission rate of non-renewable resources in the MISO market.

See p. 17 for more information regarding RECs.

2019 POWER SUPPLY RESOURCES

Owned Generation	Fuel	Capacity (MW)
Boswell Unit 4	Coal	117
Elm Road Generating Station	Coal	106
South Fond du Lac Units 1 & 4	Gas	154
Island Street Peaking Plant	Gas	52
Worthington Wind Turbines	Wind	2

Power Purchase Agreements	Fuel	Capacity (MW)
WPS	System Energy	150
WEPCO	System Energy	50
Bishop Hill III Wind Energy Center	Wind	132
Point Beach Nuclear Plant	Nuclear	117
Nelson Energy Center	Gas	93.1
Butler Ridge	Wind	54
Top of Iowa II	Wind	50
Member-Owned Generation	Gas, Oil	38
Barton I	Wind	30
Forward Wind Energy Center	Wind	27.5
Outagamie Clean Energy Project	Landfill	6.4
Kimberly Hydro	Hydroelectric	2.1
Richland Center Renewable Energy	Biogas	1.8
Jefferson Solar	Solar	1
John Street Hydro	Hydroelectric	0.5
Community Solar Gardens	Solar	0.5



FORTY & FORWARD

Then & Now

Joint Transmission Ownership

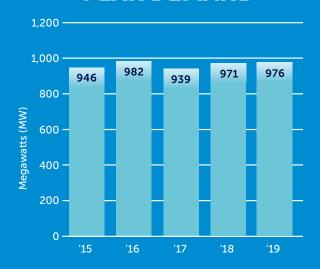
In 1999, WPPI played a significant role in the drafting and passage of Reliability 2000 legislation. Previously, the WPPI membership had no access to regional transmission ownership. The new law allowed Wisconsin's major transmission-owning utilities to divest these facilities into a new jointly owned company, the American Transmission Co., and granted WPPI the right to participate as an owner.

Today, WPPI has a 6.7%, \$139-million equity ownership interest in the American Transmission Company.

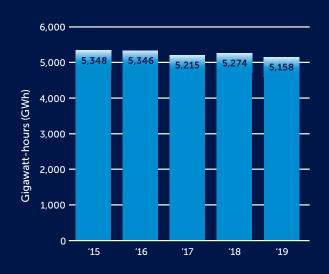
Then: Wisconsin Gov. Tommy Thompson in 1999 signed the bill into law that allowed for the formation of ATC and granted WPPI the right to participate as an owner.



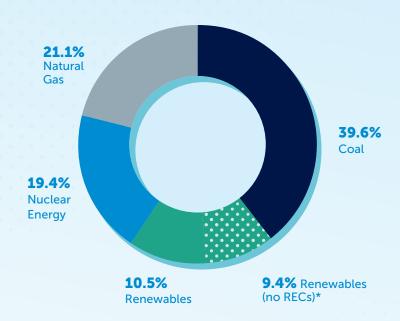
PEAK DEMAND



ENERGY REQUIREMENTS



2019 FUEL MIX



* For every megawatt hour of electricity produced by renewable sources, a renewable energy certificate or credit (REC) is created. The person or entity holding that REC is entitled to claim all of the environmental benefits of the associated renewable electricity generation. WPPI holds some, but not all, of the RECs associated with the electricity it receives from renewable sources. WPPI uses RECs (by retiring them within a REC tracking system) in connection with certain WPPI and member programs and to comply with state renewable energy standards. WPPI Energy also sells some RECs, the revenues from which help lower the wholesale costs for WPPI members.

The area of the chart labeled "Renewables" represents the portion of electricity received from renewable sources for which WPPI received and has not sold the associated RECs. These RECs may in the future be used by WPPI to comply with regulatory requirements, retired for other purposes or sold to third parties as described above. The portion of the chart labeled "Renewables, No RECs" represents the portion of electricity received from renewable sources for which WPPI did not purchase the associated RECs in the first instance, or for which the associated RECs have been sold.



Then & Now

Leading the Way in Carbon-Free Resources

FORTY & FORWARD

In 2002, WPPI added the first wind power resource to its portfolio with two turbines located in Worthington, Minn. In the years that followed, several large wind farms were added. By 2009, WPPI members became the first in Wisconsin with resources in place to meet state requirements for utilities to deliver at least 10 percent renewable energy by 2015. WPPI's membership was ahead of the curve and ready to meet the standard six years early.

Today, the addition of the new Point Beach Solar Energy Center in 2021 is expected to keep WPPI on track for a more than 39% reduction in CO₂ emissions by 2025 when compared to 2005.



supply resources



IOWA

Barton I

Top of Iowa II

Bishop Hill III

ILLINOIS

Then: Worthington Wind, 2002.





Programs & Services

FOR THE FUTURE



The WPPI membership's cost-effective, high-quality service offerings range from field support and customer communications to energy efficiency programs and rate studies, and from utility software solutions to training, support and more.

FOR CUSTOMER SATISFACTION

For the locally owned, not-for-profit member utilities of WPPI, satisfying customers is the most important measure of success. Our members work hard to understand and respond to customers' expectations, conducting regular research to benchmark utility performance. The feedback helps them continually refine their services.

The result: WPPI members' customers are among the most satisfied in the nation.

In 2019, our membership earned top national honors when they claimed the number one ranking in E Source's Small and Midsize Business customer satisfaction survey. They also earned top scores in four of the eight customer satisfaction categories, including:

- · Providing reliable energy
- Offering a variety of rate options, programs and services
- Playing an active part in the community
- Trustworthiness

All of these attributes are longstanding hallmarks of public power, and together they represent just a portion of the significant value WPPI members deliver to their customers and their communities.



4,200 HOMES

FOR RENEWABLE ENERGY OPTIONS **CUSTOMERS WANT**

Customers of all types continue to seek opportunities for using renewable energy. WPPI members offer options like the Choose Renewable program, through which customers can offset some or all of their electric usage with energy from renewable resources such as wind, solar, and biogas.

WPPI members put the revenues from this self-sustaining program to work to help promote local use of renewables. Together they have helped fund 56 community-based renewable energy demonstration projects and awarded grants for 26 non-profits to install and own solar photovoltaic projects.

> WPPI members helped customers lower their electric bills in 2019 by





FOR REDUCING WASTE AND BOOSTING THE BOTTOM LINE

Helping customers reduce energy waste protects the environment and delivers significant utility bill savings. WPPI member support for customers in this area also strengthens their customers' satisfaction. In 2019, our membership exceeded its goals for customer participation in state, local, and WPPI energy-saving programs and incentives.

WPPI members have put in place a New Load Market Pricing Rate to encourage local economic growth.

FOR STRONG LOCAL ECONOMIES

In addition to helping businesses save, WPPI members work to help them grow. Efforts like our New Load Market Pricing Rate encourage large energy users - which are often among the largest local businesses and employers – to locate or expand in member communities. The resulting economic growth boosts competitiveness for the local community and the WPPI membership as a whole.

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FORTY & FORWARD

Then & Now

For Advancing Electric Vehicles

In 2007, WPPI became the first utility with plug-in hybrid-electric vehicles on the road in the Midwest. To help build a consumer market and convince automakers to adopt this emerging technology, WPPI installed lithium-ion batteries and 120-volt charging equipment in two Toyota Priuses, named "Gas Sipper" and "Good Idea."

Today, WPPI members continue to lead the way in EV market advancement, with matching funds for charging stations, customer outreach and more.







FOR SHARED EXPERTISE:

Lineworker Service Launched in Michigan

In February of 2019, the neighboring WPPI member communities of Baraga and L'Anse marked the official start date for their shared, dedicated WPPI line crew. WPPI employs, trains and supervises the two-person team, and their day-to-day work is directed locally by each village.

A Shared Solution for Shared Needs.

Previously, Baraga and L'Anse's line work had been carried out through a contract with the neighboring rural electric association. When the REA decided to discontinue the service, the communities worked with WPPI to explore a joint action approach for meeting their shared needs.

Safe and Equitable. While most WPPI members have constructed and maintained local electric distribution facilities for well over a century, establishing such a service would be new territory for WPPI. It was an idea that would require careful consideration.

The membership knew such an offering would only be feasible with both top-notch safety for a WPPI-employed line crew and a cost model that made sense for the membership. Fortunately, shared expertise and collaboration are essential traits of joint action, and the development of this service was no exception.

Working together, WPPI members successfully threaded the needle on both fronts. With strong support from Baraga, L'Anse, and a subcommittee of WPPI Executive Committee members, WPPI structured thorough and stringent safety practices, which crew members Matt and Dony have wholeheartedly embraced.

In addition, the service is fully funded by the two participating communities, avoiding cost impacts for non-participating members while delivering Baraga and L'Anse a far more economical and effective solution than any other option they had available.

Proactive and Reliable. For Baraga and L'Anse, having depended on contract support for



Lead Journeyman Lineman Dony Ison (right) and Journeyman Lineman Matt Robison (left) began delivering electric distribution construction and maintenance services for Baraga and L'Anse on Feb. 1, 2019.

"Working together through WPPI is an excellent approach to meeting our local system needs."

 L'Anse Village Manager Bob LaFave



Providing mutual aid.

their line work in years past meant that crews were only available to them on a limited basis, most often for outages and emergencies. With their local, dedicated WPPI crew in place, the communities made significant progress in 2019 on maintenance, planning and system updates. Both have additional projects slated through 2020 and beyond.

Good neighbors. Over the past 12 months in their new roles with WPPI, line workers Matt and Dony have also played a vital role for both villages and for the greater community as a whole. "I couldn't be more pleased about the service. Dony and Matt are always available and willing to help out, and we're seeing significant savings as well."

- Baraga Village Manager Leann LeClaire

They have responded to several calls for mutual aid -- the most significant of which followed a severe Thanksgiving blizzard. The storm took out the entire distribution system of a neighboring system whose crews lived in the hardest-hit areas and were at first completely unable to respond. After addressing Baraga and L'Anse's local needs, Dony and Matt worked throughout the holiday weekend and for several days afterward helping the restore service to the others in the area.

Their responsiveness and support make Dony and Matt, Baraga and L'Anse's two-man crew, a widely appreciated resource within the greater community.

Mission-Driven. Cost-effective resources, shared expertise, and a member-driven approach to meet shared local needs. Baraga and L'Anse's new WPPI line worker service demonstrates the value of our model at work. While the programs and services WPPI members need and want will continue to evolve in the future, these core traits will always remain at the heart of our joint action mission.





In addition to their full-time utility careers, Dony (top) is a firefighter for L'Anse, and Matt (bottom) is an EMT.

Customer Information

Member utilities using or preparing to use WPPI's utility billing and customer information technology



Advanced Metering

36

Member utilities using advanced meters to meet some or all of their system needs

Members using WPPI's Shared Meter Technician Service



Technology Training

32

In-person training opportunities in 2019 for WPPI member utility employees

173

Member employee attendance at 2019 in-person training events

Customer Engagement

Member utilities using or preparing to use WPPI's online self-service tools



Data Management

160,000

Member advanced electric and water meters for which WPPI reads and validates data

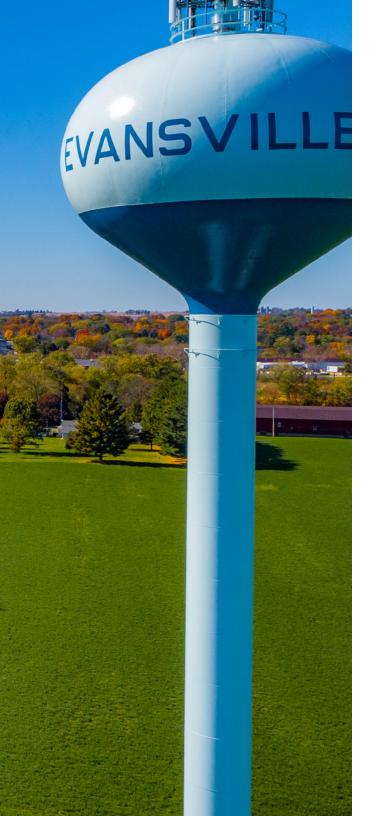


Billing & Rate Compliance

38

Member utilities benefiting from WPPI's billing and rate compliance support

27



FOR ADVANCED TECHNOLOGIES

Industry tools such as advanced metering infrastructure, customer information systems, and online customer self-service platforms can help utilities increase their operational efficiency and meet customers' changing expectations.

WPPI's member-driven suite of integrated utility business technologies is centered on our customer information and billing system, which we have fully integrated with member utilities' retail meters and a shared meter data management system. In 2019, we added new functionality to these systems, helping members further increase the efficiency of their field operations and their ability to quickly respond to customer service needs.

Additional options for WPPI members range from shared advanced meter technician support to the preparation and delivery of retail bills, and from outage management system integrations to online customer self-service and account management tools. Throughout the year, WPPI members' participation in these offerings continued to grow as well.

The membership also partners through for shared training, support, and technology utilization reviews. In 2019, we significantly expanded WPPI's technology training options, which members embraced with strong participation

and attendance. Together through joint action, WPPI members are making the most of their technology investments for the benefit of their customers and their communities.

FOR GRID SECURITY

Ensuring the security of our grid remains a top concern for electric utilities, and the WPPI membership remains focused and proactive about staying safe in the cyber world. In fact, helping member utilities safeguard the integrity of their systems has long been familiar territory for WPPI. Our membership has been building shared services in this area since long before 'cyber' became a buzzword.

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FORTY & FORWARD

Then & Now

For Secure, Modern Systems

In 1997, WPPI installed a secure wide-area computer network, connecting member utilities for the first time through email and an internal website.

Today, WPPI members have access to comprehensive network assessment and monitoring services and a focused cyber security service that delivers specialized information security talent and multiple layers of protection. WPPI's offerings will continue to change as technology continues to change and new risks emerge, but our goal remains the same: to help member utilities monitor, evaluate and navigate cyber risks with cost-effective, flexible approaches that best meet their local needs.









Energy Policy Advocacy

FOR ACTION

State and federal policymaker decisions about energy issues can significantly impact our not-for-profit member utilities, their customers and their communities. Together, WPPI's government affairs staff and member local officials work to ensure that legislators and regulators are well-informed about their constituents' energy policy needs.

U.S. Representative Jack Bergman (second from right) tours the WPPI member community of Norway's carbon-free hydroelectric facility with (left-right) WPPI Director of Government Affairs Joseph Owen, Norway City Administrator Ray Anderson, U.S. Rep. Bergman, and Norway Line Supervisor Scott Hegy. WPPI members regularly host in-district visits with their state and federal legislators, building strong working relationships for the benefit of local utility customers and constituents.



ADVOCATING IN WASHINGTON, D.C.

More than 50 local officials represented 20 WPPI member communities at the American Public Power Association's Legislative Rally on Feb. 26-28, 2020 in Washington, D.C.

In addition to hearing from Trump

Administration officials on energy policy and
workforce development issues pertinent to
WPPI members and their customers, the group
held similar discussions on Capitol Hill with
U.S. Senators Tammy Baldwin and Ron Johnson
(Wis.), Gary Peters and Debbie Stabenow
(Mich.), and Joni Ernst and Chuck Grassley
(Iowa). On the House side, we met with
U.S. Representatives Mike Gallagher,
Glenn Grothman, Ron Kind, Mark Pocan,
and Jim Sensenbrenner (Wis.); Jack Bergman
(Mich.); and Abby Finkenauer (Iowa).

ISSUES THAT MATTER FOR WPPI MEMBERS

Throughout 2020, the WPPI's staff and membership engaged with policymakers on the energy issues that matter for their communities and customers, including:

 Modernizing our ability to use tax-exempt municipal bonds to cost-effectively finance critical municipal infrastructure, including a safe and reliable grid



U.S. Sen. Tammy Baldwin, who represents WPPI's 41 member utilities in Wisconsin, stops to confer with local WPPI member officials during a hallway conversation in the Russell Senate Office. Left-Right: WPPI General Counsel Tom Hanrahan; WPPI President & CEO Mike Peters; Waupun Mayor Julie Nickel; Menasha Mayor Don Merkes; Columbus Mayor Michael Thom; U.S. Sen. Tammy Baldwin; New Holstein Utilities General Manager Randy Jaeckels; Dianne Reese, who served as mayor of New Holstein 2008-2020; Two Rivers Line Crew Foreman Brian Dellemann, and Lodi Mayor Ann Groves Lloyd.

- Maintaining local control over public power utility poles and attachments
- Leveling the playing field for tax-exempt entities like us, who at this time cannot directly use available investment and production tax credits that help advance clean energy development
- Supporting the expansion of electric vehicles and public charging infrastructure
- Promoting policy aimed at expanding the clean energy workforce in the communities we serve

ADDRESSING CLIMATE CHANGE

WPPI members have long prioritized reducing CO₂ and other emissions to combat climate change, and have done so while supplying safe, reliable and affordable electricity to homes and businesses across our members' service territories. As state and federal policymakers consider taking legislative, regulatory and administrative action to address climate change, WPPI members are advocating for provisions that ensure public power utilities are part of the equation for solving the power sector specific piece of this economy-wide effort.



STATE & NATIONAL LEADERSHIP

Over his more than 35 years in the electric utility industry, WPPI President & CEO Mike Peters has served on a variety of councils, coalitions and boards of directors.

- In June of 2019, Peters was elected to a three-year term on the board of directors for the American Public Power Association, which serves as the voice for more than 2,000 not-for-profit, community-owned utilities nationwide.
- In October 2019, he was named by Wisconsin Gov. Tony Evers to serve on the state's Climate Change Task Force, which is charged with advising the governor in developing a strategy on climate change and creating a clean energy economy in Wisconsin.



(c)

FORTY & FORWARD

Then & Now For Local Control

In the late 1970s, faced with a growing number of wholesale rate increases from the investor-owned utilities who supplied their power, Wisconsin municipal utilities fought for the right to gain power supply independence and control of costs through joint action.

Today, WPPI member officials continue to advocate as highly credible energy policy experts. They speak with the combined strength of 51 local voices working together for the interests of those they serve.

Then: The membership won its first major legislative victory when Acting Governor Martin Schreiber signed into law the 1977 Municipal Electric Company Act allowing municipal utilities to create WPPI as their power supplier.

Now: WPPI member officials meet with U.S. Sen. Ron Johnson (row 1, center) during the American Public Power Association Legislative Rally.









Financial Highlights

FOR SHARED STRENGTH

WPPI remains in excellent financial health thanks to our ongoing focus on maintaining competitive, stable wholesale power costs to the membership for the long term while continuing to maintain our financial strength.

COMPETITIVE, STABLE COSTS

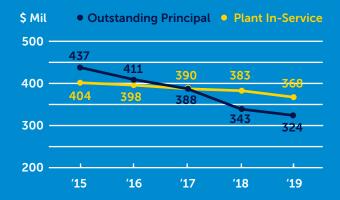
Competitive, stable long term power supply costs are always a top priority for WPPI, and this is an area in which our strength continues to grow. In 2019, our average wholesale power cost to WPPI members was lower than each of the past five years. In the past two years, our average wholesale power cost decreased a total of 8.4%.

See our 2015 – 2019 average wholesale power costs on p. 13

REDUCING DEBT, IMPROVING OUR POSITION

Improving our financial position is one of the ways WPPI keeps power supply costs down for members. In 2019, we continued our progress in this area by further increasing equity and reducing our debt. Our progress on this front provides increased capacity for WPPI to take on additional debt if needed in the future to take advantage of beneficial new resource opportunities.

OUTSTANDING PRINCIPAL VS. PLANT IN SERVICE



DEBT-TO-EQUITY RATIO



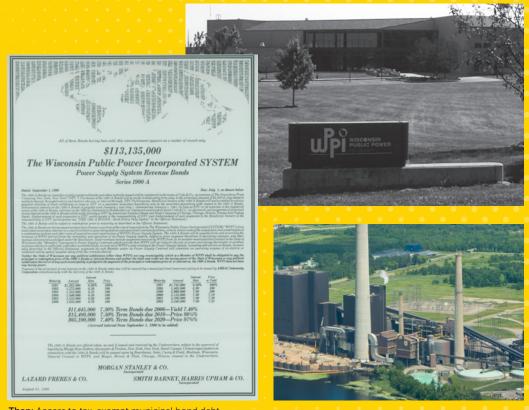


FORTY & FORWARD

The Joint Action Cost Advantage

In 1989-1990, thirty WPPI members entered into 35-year, all requirements power supply contracts, paving the way for WPPI's first power supply system revenue bond issuance. The \$113 million bond issuance funded the purchase of WPPI's first owned electric generation resource, a 20-percent interest in Boswell Energy Center Unit 4, and the construction of WPPI's office and operations facility.

Today, WPPI bonds remain the subject of strong demand from investors motivated by the organization's credit ratings, aligned interests, and reputation. WPPI has completed multiple successful bond issuances over the decades, with the most recent in 2018.



Then: Access to tax-exempt municipal bond debt financing supports WPPI strategic business initiatives at a significant cost advantage for members.



Now: WPPI maintains solid credit ratings due in part to a strong track record of resource management and members' long-term, all-requirements contracts that help keep their interests aligned and unified

Bond Rating Fitch A+ Moody's A1 S&P A



SUMMARY STATEMENTS OF NET POSITION

December 31,	2019 201		2018	
Assets				
Current assets	\$	140,683,632	:	\$ 148,844,934
Non-current assets		261,693,999		249,599,115
Capital assets		373,446,062	_	386,961,678
Total assets		775,823,693		785,405,727
Deferred Outflows of Resources		23,742,199		19,812,331
Liabilities				
Current liabilities		55,706,406		55,950,036
Non-current liabilities		12,594,719		8,113,959
Long-term debt		343,291,533	_	366,431,567
Total liabilities		411,592,658		430,495,562
Deferred Inflows of Resources		84,183,247		83,071,455
Net Position	\$	303,789,987	\$	291,651,041

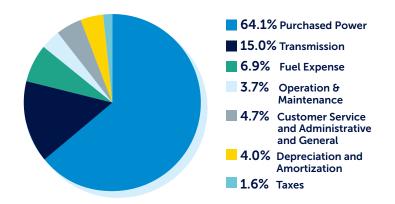
OPERATING REVENUES



SUMMARY STATEMENTS OF REVENUE, EXPENSES AND CHANGES IN NET POSITION

Years ended December 31,	2019		2018
Operating revenues	\$ 429,530,422	\$	451,539,170
Operating expenses	 418,819,427		432,003,638
Operating income	10,710,995		19,535,532
Non-operating revenues (expenses), net	6,265,696		(1,159,823)
Future recoverable costs	 (3,567,866)		(5,966,835)
Change in net position	13,408,825		12,408,874
Net position, beginning of year	291,651,041		278,989,521
Cumulative effect of change in			
accounting principle	 (1,269,879)		252,646
Net position, end of year	\$ 303,789,987	\$	291,651,041

2019 OPERATING EXPENSES



See our complete financial statements online at www.wppienergy.org

Looking Forward Together FOCUSED ON MEMBERS

It is our privilege to feature throughout this report photos from a number of WPPI's 51 strong, vibrant and forward-thinking member public power communities. As we honor their forty years of joint-action achievements, we look to the future with confidence in all our membership will continue to accomplish together.

Norway, Mich. p. 4

Menasha, Wis. p. 5

Two Rivers, Wis. p. 11

Sturgeon Bay, Wis. p. 16

Kaukauna, Wis. p. 19

Florence, Wis. p. 22

Cedarburg, Wis. p. 24

Evansville, Wis. p. 28

Waunakee, Wis. p. 30

Sun Prairie, Wis. p. 35

Crystal Falls, Mich. p. 37

River Falls, Wis. p. 40

Gladstone, Mich. p. 42



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FOR IMMEDIATE RELEASE

June 11, 2020

Contact: Matt Sweeney, 608-266-9600 matthew.sweeney@wisconsin.gov

State Moratorium on Utility Disconnections During COVID-19 to End July 25

State emergency energy assistance available

MADISON - On Thursday, the Public Service Commission of Wisconsin (PSC) voted unanimously to lift the temporary moratorium on utility disconnections for nonpayment during the COVID-19 public health emergency. The move comes as the state continues to reopen and nearly a month after the state Supreme Court struck down *Safer at Home*. The PSC strongly encourages customers behind on payments to arrange for a payment plan, or apply for assistance.

"As our state's businesses reopen and people return to work by following the steps in the Badger Bounce Back plan, we must calibrate consumer protections with costs to all utility customers. The longer deferral of payments are allowed, the more it will impact utility bills for everyone. Our actions today will ensure that those who are able to pay will continue do so, and those who are struggling can seek a payment plan or apply for energy assistance," said Rebecca Cameron Valcq, Chairperson of the PSC. "When working out payment plans with customers, I strongly encourage utilities to provide extra flexibility for those whose lives and employment continue to be severely impacted by this disease."

To avoid disconnection, customers who have fallen behind on payments are encouraged to first contact their utility to set up a payment plan. Contact information for the largest utilities in Wisconsin is listed below:

•	Alliant Energy	1-800-255-4268
•	Madison Gas & Electric	1-800-245-1125
•	Superior Water, Light & Power	1-800-227-7957
•	We Energies	1-800-842-4565
•	Wisconsin Public Service Corporation	1-800-450-7260
•	Xcel Energy	1-800-895-4999

If customers cannot reach an agreement with their utility, they may contact the PSC by calling 1-800-225-7729, or by filing a complaint on the PSC website.

For more information about utility disconnections and collections, see the <u>PSC's fact</u> sheet on residential customer rights.

If a customer is having difficulty paying their energy bill or receives a disconnection notice, they may be eligible for assistance from the Wisconsin Home Energy Assistance Program (WHEAP). To determine eligibility or find out where to apply for assistance, go to http://homeenergyplus.wi.gov/ or call 1-866-HEATWIS."

If full payment or a payment plan cannot be agreed on, utilities will be allowed to send disconnection notices starting July 15. Customers who have a medical condition or are infected and sick with COVID-19 can still avoid disconnection with a temporary waiver from their utility.

Additionally, the PSC voted to allow utilities to commence charging late payment fees on debts incurred after July 15, refuse service for failure to provide documentation to prove identity and residency after July 25, and allow utilities to require a cash deposit as a condition of new service starting July 31.

On March 23, 2020, Governor Tony Evers and Andrea Palm, Secretary-designee of the Wisconsin Department of Health Services, ordered residents in the state to stay at home except when performing essential activities or accessing essential services.

In response to Governor Evers' initial Safer at Home order, the PSC met on March 24 and ordered that:

- No public utility may disconnect or refuse service to any customer for nonpayment;
- No public utility may refuse service to a new customer for failure to provide documentation to prove identity and residency;
- Every public utility shall offer to any customer a deferred payment agreement;
- No public utility may assess upon any customer any fee or charge for late payment; and
- No public utility may require a cash deposit or other guarantee as a condition of new service.

On May 13, 2020, the Wisconsin Supreme Court struck down *Safer at Home*, ending measures put in place to manage the spread of COVID-19. The utility disconnection moratorium, however, remained in place.

###

CITY OF TWO RIVERS COUNCIL PROCEEDINGS REGULAR MEETING Monday, May 18, 2020 – 6:00 PM – Zoom Meeting

MINUTES

1. CALL TO ORDER by President Curt Andrews at 6:00 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
Adam Wachowski	Councilmember	Present	
Bill LeClair	Councilmember	Present	
Bonnie Shimulunas	Councilmember	Present	
Curt Andrews	President	Present	
Darla LeClair	Councilmember	Present	
Jack Powalisz	Vice-President	Present	
Jay Remiker	Councilmember	Present	
John Casavant	Councilmember	Present	
Mark Bittner	Councilmember	Present	

Also present were Jeff Dawson, Lester Library 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; Dave Dassey, City Information Technology; Jack Bruce, City Attorney and Greg Buckley, City Manager.

4. ANNOUNCEMENT OF METHODS FOR PUBLIC PARTICIPATION IN THIS REMOTE MEETING

None.

5. PUBLIC HEARING

None.

6. INPUT FROM THE PUBLIC

None.

7. COUNCIL COMMUNICATIONS

Letters and other communications from citizens

None.

City Council Minutes

8. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

Councilmember Bittner Council representative on Manitowoc Area Visitor Convention Bureau Board, stated that the Board would be voting on a funding request from the Badger.

2

9. CITY MANAGER'S REPORT

- A. Invited Guests
- B. Status/Update Reports
 - 1. COVID-19 Update

Mr. Buckley reported that City Hall, Community House, Senior Center and the Lester Library remain closed to walk-in customers.

2. Domazlice, Czech Republic, Liberation Day, May 5, 2020: 75th Anniversary of the End of World War II in Two Rivers' Sister City--Letter from Mayor Novak

Mr. Buckley reported that May 5, 2020 marked the 75th anniversary of Liberation at the end of WWII, with limited observance due to the COVID-19 pandemic. A letter was received on May 13 from Mayor Novak expressing thanks for the City Council Resolution.

3. Downtown Hotel Project

Mr. Buckley reported the interior work continues, with opening planned for late July. The City has processed Draw Requests 2 and 3 under TID No. 12 Grant Agreement with the \$750,000 grant now fully expended. The project expenditures to date exceed \$3.6 million.

4. Riverside Foods Expansion Project

Mr. Buckley stated the building expansion is well underway with new machinery and equipment to follow. This is a \$8 million project with 30 new jobs projected. The City assisting with a \$400,000 TIF Grant and \$300,000 loan.

5. Former Paragon Property

Mr. Buckley reported the Community Development Director and City Manager are in current discussions with two prospective purchasers and are still evaluating grant funding options to assist private redevelopment or as City-owned, multi-tenant facility.

6. 2023 Washington Street, Former Uni-Mart

Mr. Buckley stated the City owns the property, as of April 2 and received a copy of the order from the Court on May 7. A preliminary inspection with a structural engineer on May 12 indicates that building may have potential for re-use, versus demolition.

7. Memorial Day 2020-May 25

Mr. Buckley stated plans are in place for a virtual Memorial Day observance, to be shared with the community via Face book. A luminaria display "Tribute to Our Military" will be in Central Park over the Memorial Day weekend.

8. Other

Mr. Buckley reported a banner funded by the School District and the City will be placed on the Water Plant. Fundraising for photo banners honoring 2020 seniors now totals over \$4,200 and the banners will be installed on downtown light poles.

Mr. Buckley encouraged residents to keep supporting local businesses.

3

Mr. Buckley reported the Culver's Project at 22nd and Washington Street is a \$3 million project, to be assisted with a City grant from TID No. 13. The project timeline is extended, pending the COVID-19 situation.

C. Legislative/Intergovernmental Update

1. Economic Stimulus Funding Related to COVID-19

Mr. Buckley reported Governor Evers announced "We're All In" a small business grant initiate, funded with \$74 million from the Federal CARES Act, to assist WI businesses with less than 20 full time employees with \$2,500 grants.

Proposed Agreement with County, Related to Waiver of Late Penalties on Certain 2019 Property Tax Payments

Mr. Buckley reported on the Proposed Agreement with County Regarding Waiver of Late Penalties on Certain 2019 Property Tax Payments. 2019 WI Act 185, WI's COVID relief legislation, was passed by Legislature and signed by Governor in April and includes a, includes provision whereby any 2019 property tax installment payment due and payable after April 1, 2020 can be paid as late as October 1, 2020, without penalty. It requires passage of resolution by County and City, implementing this penalty waiver. Manitowoc County has also proposed a Memorandum of Understanding with its cities, related to collection of 2020 taxes still unpaid after July 31 (typical due date for final installment). A resolution and Memorandum of Understanding will be presented for Council action on June 1,

3. Other

10. CONSENT AGENDA

- A. Presentation of Minutes
 - 1. **2020-109** Regular City Council Minutes-May 4, 2020 and Work Session Minutes-April 27, 2020

Recommended Action:

Motion to waive reading and approve the minutes

- B. Applications and Petitions
- C. Reports
 - 1. Minutes of Meetings
 - a. Lester Public Library, March 10, 2020
 - b. Public Utilities, May 5, 2020

Recommended Action:

Motion to receive and place on file

2. Department Reports for April 2020

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

Recommended Action:

Motion to receive and file

3. Summary of Verified Bills for the Month of April 2020 for \$3,591,340.98

Recommended Action:

Motion to receive and place on file

RECOMMENDED ACTION FOR CONSENT AGENDA

Motion to approve the Consent Agenda with the various actions recommended

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]

MOVER: Bonnie Shimulunas, Councilmember

SECONDER: Mark Bittner, Councilmember

AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair,

Jack Powalisz, Jay Remiker, John Casavant, Mark Bittner

11. CITY COUNCIL - FORMAL ITEMS

A. Resolution Upon Retirement for Officer Tim Culligan, who Retired on May 6, 2020 after completing a 22 Year Career with the Two Rivers Police Department

Recommended Action:

Motion to read and adopt the resolution

Police Chief Brian Kohlmeier read the resolution aloud.

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]

MOVER: Bill LeClair, Councilmember **SECONDER:** Jay Remiker, Councilmember

AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla

LeClair, Jack Powalisz, Jay Remiker, John Casavant, Mark Bittner

B. Resolution Honoring David England for His Service on City Council, 2017-2020

Recommended Action:

Motion to read and adopt the Resolution

Mr. Buckley read the resolution aloud.

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]

MOVER: Bonnie Shimulunas, Councilmember **SECONDER:** Darla LeClair, Councilmember

AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla

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LeClair, Jack Powalisz, Jay Remiker, John Casavant, Mark Bittner

C. Resolution Honoring Erin Gonnerman for Her Service on City Council, 2017-2020

Recommended Action:

Motion to read and adopt the Resolution

Mr. Buckley read the resolution aloud.

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]

MOVER: Darla LeClair, Councilmember **SECONDER:** Adam Wachowski, Councilmember

AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla

LeClair, Jack Powalisz, Jay Remiker, John Casavant, Mark Bittner

D. Resolution Expressing Appreciation for Members of Committees, Commissions and Boards Who Retired as of April 2020 or Have Ended Their Service During the Past Year

Recommended Action:

Motion to waive reading and adopt the Resolution

Mr. Buckley read the resolution aloud.

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]

MOVER: Bonnie Shimulunas, Councilmember **SECONDER:** Darla LeClair, Councilmember

AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla

LeClair, Jack Powalisz, Jay Remiker, John Casavant, Mark Bittner

E. Resolution Declaring May 17-23, 2020 as Emergency Medical Services Week

Recommended Action:

Motion to read and adopt the Resolution

Chief Denzien read the resolution aloud.

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]

MOVER: Adam Wachowski, Councilmember **SECONDER:** Mark Bittner, Councilmember

AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla

LeClair, Jack Powalisz, Jay Remiker, John Casavant, Mark Bittner

F. Staff Report Regarding Possible Changes to City Ordinances to Facilitate Use of Outdoor Serving Areas--Referred from Council Meeting of May 4

Recommended Action:

Motion to direct staff to proceed with preparation of ordinance amendments consistent with the staff report (with any changes as directed by City Council) and to provide summary of proposed changes to Tavern League

Discussion took place with Councilmember Wachowski stating the 50' distance needs to be addressed, as well as the requirement for fencing on private property. Councilmember Bittner asked if the proposed changes would allow businesses to use parking spot in front of their properties for outdoor serving areas. Mr. Buckley responded that staff was not proposing to allow use of public parking spaces for such "parklets." Councilmember B. LeClair stated he could not see parking spaces of Washington Street being used as cafes.

Councilmember Wachowski suggested requiring amplified music to end at 9 PM to be consistent with the noise ordinance.

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]

MOVER: Jay Remiker, Councilmember **SECONDER:** Adam Wachowski, Councilmember

AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla

LeClair, Jack Powalisz, Jay Remiker, John Casavant, Mark Bittner

G. Set a Public Hearing Regarding Proposed Application for Community Development Block Grant CDBG Public Facilities (CDBG-PF) Program Funds

Recommended Action:

Motion to set the public hearing for Monday, June 1, 2020 at 6:00 PM.

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]

MOVER: Darla LeClair, Councilmember SECONDER: Adam Wachowski, Councilmember

AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla

LeClair, Jack Powalisz, Jay Remiker, John Casavant, Mark Bittner

H. 2020-118 Resolution to Adopt a Citizen Participation Plan--Related to CDBG-PF Application

Recommended Action:

Motion to waive reading and adopt the Resolution

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]

Bonnie Shimulunas, Councilmember MOVER:

SECONDER: Bill LeClair, Councilmember

AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla

LeClair, Jack Powalisz, Jay Remiker, John Casavant, Mark Bittner

I. 2020-119 Resolution to Adopt a Fair Housing Ordinance--Related to CDBG-PF Application

Recommended Action:

Motion to waive reading and adopt the Resolution

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RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]

MOVER: Jack Powalisz, Vice-President **SECONDER:** Bonnie Shimulunas, Councilmember

AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla

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LeClair, Jack Powalisz, Jay Remiker, John Casavant, Mark Bittner

J. Recommendation from City Manager and Library Board Regarding a Memorial To Former City Council President Patrick Gagnon

Recommended Action:

Motion to concur with the recommendation to dedicate the bike and walking trail through Lakeshore Park and the grounds of the Lester Public Library to the memory of Patrick Gagnon, to include placement of signage and a bench; to authorize inviting donations for those improvements; and to direct staff to prepare a formal resolution for action at a future City Council meeting

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]

MOVER: Mark Bittner, Councilmember SECONDER: Bill LeClair, Councilmember

AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla

LeClair, Jack Powalisz, Jay Remiker, John Casavant, Mark Bittner

K. 2020-120 Resolution Adopting Updated Policy on Councilmember Participation in Meetings from Remote Locations

Recommended Action:

Motion to waive reading and adopt the Resolution

RESULT: APPROVED WITH ROLL CALL [7 TO 2]

MOVER: Mark Bittner, Councilmember **SECONDER:** Jack Powalisz, Vice-President

AYES: Adam Wachowski, Bill LeClair, Curt Andrews, Darla LeClair, Jack Powalisz, Jay

Remiker, Mark Bittner

NAYS: Bonnie Shimulunas, John Casavant

Councilmember Powalisz left the meeting at 7:30 PM.

RECOMMENDATIONS FROM PERSONNEL AND FINANCE COMMITTEE MEETING OF MAY 13, 2020

L. 2020-121 Resolution Amending 2020 City Budget, in Anticipation of Impacts of the COVID-19 Pandemic and Related Impacts on the Economy and State and Local Government Revenues

Recommended Action:

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

City Council Minutes

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]

MOVER: Bonnie Shimulunas, Councilmember

SECONDER: Mark Bittner, Councilmember

AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla

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LeClair, Jay Remiker, John Casavant, Mark Bittner

ABSENT: Jack Powalisz

M. Request to Commit \$100,000 in City funding for a Proposed Small Business Grant Program in Conjunction with the City of Manitowoc, Chamber of Manitowoc County and Area Banks

Recommended Action:

Motion to authorize the funding, subject to final Council approval of grant program guidelines

Discussion took place with Councilmember Bittner asked if non-Chamber members would be eligible, and asked if the guidelines be tweaked for Two Rivers businesses. Councilmember Shimulunas stated to not follow Manitowoc rules and wants to create our own rules. Councilmember LeClair stated if a business previously received assistance from the City, any new grant should be reduced by the amount of prior assistance provided. Mr. Buckley stated if a business is current on utilities and taxes it will not be a detriment for applying. He applauded the Chamber's leadership on the endeavor.

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]

MOVER: Adam Wachowski, Councilmember **SECONDER:** Bonnie Shimulunas, Councilmember

AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla

LeClair, Jay Remiker, John Casavant, Mark Bittner

ABSENT: Jack Powalisz

12. FOR INFORMATION ONLY

- A. Board of Review Meeting, Wednesday, May 27, 2020 at 4:00 PM, Council Chambers
- B. City Council Work Session Meeting, Monday, June 29, 2020, 6:00 PM
- C. Zoning Board of Appeals, Tuesday, May 19, 2020, 5:30 PM, Council Chambers
- D. City Council Meeting, Monday, July 6, 2020, 6:00 PM

13. CLOSED SESSION

At 8:00 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; 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.

Attachment: 05.18.20 cc min final (2670 : City Council - Regular Meeting)

RESULT: APPROVED ROLL CALL [UNANIMOUS]

MOVER: Mark Bittner, Councilmember SECONDER: Bill LeClair, Councilmember

AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla

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LeClair, Jay Remiker, John Casavant, Mark Bittner

ABSENT: Jack Powalisz

14. RECONVENE IN OPEN SESSION

At 8:55 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:** Darla LeClair, Councilmember

AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla

LeClair, Jay Remiker, John Casavant, Mark Bittner

ABSENT: Jack Powalisz

15. ADJOURNMENT

At 8:55 PM, a motion to dispense with the reading of the minutes of the meeting and adjourn.

RESULT: APPROVED VOICE VOTE [UNANIMOUS]

MOVER: John Casavant, Councilmember **SECONDER:** Bill LeClair, Councilmember

AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla

LeClair, Jay Remiker, John Casavant, Mark Bittner

ABSENT: Jack Powalisz

Kim M. Graves
City Clerk

CITY OF TWO RIVERS COUNCIL PROCEEDINGS WORK SESSION

Wednesday, May 27, 2020 – 6:00 PM Council Chambers – City Hall MINUTES

 Call to Order by President Curt Andrews at 6:00 PM. Remote meeting, via Zoom.

2. Roll Call

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

Staff Members present were: Gregory E. Buckley, City Manager; Jim McDonald, City Engineer; Brian Kohlmeier, Police Chief; Ben Meinnert, Assistant Police Chief; Elizabeth Runge, Economic Development Director/City Planner; David Buss, Finance Director; Jeff Dawson, Library Director; Ross Blaha, Water Utility Director, Steve Denzien, Fire Chief and Dave Dassey, EDP Assistant.

- 3. Pledge of Allegiance
- Announcement That This Meeting is Being Held as a Remote Meeting--Council President
- 5. Discuss and Consider Adoption of 2020-21 Goals for the City and City Manager--Recommendation from Personnel and Finance Committee

Mr. Buckley reviewed the six Strategic Goals and related Objectives. He noted that the Personnel and Finance Committee met for several sessions where it developed these six goals for the City, City Manager and City Departments. Once adopted, City staff will review these goals and objectives with the various citizen boards and committees of the City. The six goals are as follows:

- 1. Focus relentlessly on fiscal new revenue streams and operational sustainability
- 2. Deliver outstanding city services & innovations for both sustainability and to support future growth
- 3. Drive strategic community development
- 4. Continue to grow a vibrant, sustainable, safe & connected community while respecting our traditions & history to attract new residents, visitors & new businesses

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- 5. Encourage employees' personal and professional development, invest in employees to deliver the highest quality services for our community today and tomorrow while being a preferred city for career opportunities
- 6. Enhance and promote the City identity and brand story throughout the region After discussion, Mr. Buckley noted this will be an action item on the June 1, 2020 City Council Agenda.

Consider Approval of Amended 2020 Capital Projects List for Storm Water Utility

Recommended Action:

Motion to authorize the City Manager to continue with the contract with Mammoth Construction for the shipping of the rocks, not to exceed \$200,000 out of the Stormwater Fund

Mr. Buckley reviewed the Capital Project Plan for the Stormwater Utility noting the additional \$650,000 cost to the Riverview Pond project. The additional costs are based on finding buried garbage on the site that needs to be removed and landfilled.

Discussion took place with questions to Jim McDonald, City Engineer regarding these findings. Mr. McDonald stated that 10 boring tests throughout the site did not encounter garbage. But when a potential bidder went to the site to dig test pits, his first dig came up with the garbage.

Councilmember Casavant asked about the Eggers pond project as there was wood refuse dumped on that property and will that pose a problem going forward on that pond.

Mr. Buckley stated he will have Nick Vande Hey of McMahon at the City Council meeting on Monday, June 1, 2020 to address this project. Action will be required on Resolutions for loan and grant funding from the Wisconsin Environmental Improvement Fund and Clean Water Fund Program for this project. Mr. Buckley further stated that the City needs to close on such finding by the end of June, in order to make use of the State financing that has been secured for this project.

Mr. Buckley stated he added \$250,000 to the 2020 Capital Project List for Shoreline Protection & Repair. He stated that, in addition to about \$200,000 in shoreline stabilization work done along the lake over the winter, the City has the opportunity to acquire the large rocks surrounding the site of the Kewaunee Nuclear Plant for free but the city would have to pay "shipping and handling" costs to bring the stone to Two Rivers. The city has contacted Mammoth Construction for removal of the rocks from Kewaunee Nuclear Plant to Two Rivers.

City Engineer Jim McDonald stated that he estimates the cost of moving all of these rocks to be \$200,000, which is about half of what it would cost to have stone delivered from the quarry.

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]

AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla

LeClair, Jay Remiker, John Casavant, Mark Bittner

ABSENT: Jack Powalisz

City Council Minutes

7. Discuss Possible Ordinance Amendment to Allow the Operation of ATV's and UTV's on City Streets

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Recommended Action:

Motion to direct staff to prepare an Ordinance to Allow ATV's and UTV's on City Streets

Mr. Buckley reviewed background information from the meeting when the City Council last discussed this item, on July 23, 2019. At that meeting former Police Chief Joe Collins had offered the opinion that ATV's or UTV's were not safe on city streets. Mr. Buckley stated former Chief Collins reviewed both State law and a publication titled "ATV Route Guideline and Suggestions," produced by the WI DNR Bureau of Law Enforcement and Community Financial Assistance which is included in the City Council packets. He also noted that Two Rivers is no located nearby any ATV trails-many of the communities that allow ATV's on their streets do so to realize economic benefits from nearby trail systems.

Police Chief Brian Kohlmeier addressed the Council and stated that he is in agreement with former Police Chief Collins that these vehicles are not safe for city streets. These vehicles are to be used on trails.

He stated that there are many factors for not allowing ATV's and UTV's on city streets-speed issues, lots of accidents and enforcement issues with the Police Department as there is no driver's license required to drive ATV's or UTV's. The Chief stated that he and Assistant Chief Meinnert had met with a DNR warden who deals with many ATV and UTV enforcement issues -that meeting identified additional matters of concern, including differences in penalties of driving while intoxicated-operating a car or a golf cart while intoxicated can result in loss of your driver's license, while there are lesser penalties under the section of State Statutes that applies to ATV and UTV's.

Kohlmeier state that allowing these on city streets would be a major concern.

Councilmember Remiker asked Chief Kohlmeier about the Police Department having and using an ATV if isn't safe. Chief Kohlmeier responded the ATV is only used at events and for rescues on the beach or mariners trail. He added that if the Police Department had not received it as a donation, it would not have invested in an ATV. He again stated that he doesn't feel these are safe for use by the general public on city streets.

Assistant Chief Ben Meinnert agreed with Chief Kohlmeier stating that these vehicles are not safe on city streets. He added that he is the owner of an ATV and operates it only on trails. But he does not believe these types of vehicles belong on city streets.

RESULT: FAILED [2 TO 6]

AYES: Adam Wachowski, Jay Remiker

NAYS: Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair, John Casavant,

Mark Bittner

ABSENT: Jack Powalisz

 Report on Various Utility Budget Cuts--Operating Budget and Capital Projects--to Offset Potential Revenue/Cash Flow Impacts of COVID-19 and Related PSC Order Mr. Buckley stated that he had not had a chance to prepare slides on these planned spending cuts developed for the utilities like the budget cuts addressed in a recent General Fund budget amendment. He will report back at a future meeting.

9. Discuss Plans for Re-Opening in a Safe Way from COVID-19

Mr. Buckley asked the City Council whether they feel comfortable returning to City Hall for in-person meetings starting with the June 1, 2020 City Council meeting or want to continue using Zoom for meetings. The consensus of the Council was to resume meeting in person but make Zoom access available for any Councilmembers who wish to use that format.

Councilmember Andrews asked whether there should be requirements for "safe distancing" by members of the public who would attend such in person meetings. Mr. Buckley stated that he believed the in-person meetings would need to be open for in-person attendance by the public, even if they continued to be live-streamed. He suggested asking the City Attorney about any limitations on public attendance/spacing. Based on this discussion, there was consensus to delay the resumption of in-person meetings to June 15.

Mr. Buckley stated he and department heads met and discussed the plans for re-opening City Hall and other City Departments what have been closed since COVID-19. He is recommending to re-open City Hall to the public for lobby services at Customer Service on Monday, June 15 with reduced hours; Community House to the public on June 15 for public access and programming; Senior Center to be open only at front window and for services by appt. Per Library Board and Library Director, Lester Public Library to offer curbside and online services at least through June 30; other city facilities to remain accessible by appointment only.

City Park Facilities to re-open including park restrooms, May 29-June 5, with advisory signage for social distancing.

Summer Special Events will proceed with all planned City concerts in Central Park and at Beach, encouraging social distancing; consider moving beach concerts and movies to Walsh Field due to space considerations at the beach. July 4 Fireworks will happen, shot from Walsh Field as always, but without the pre-fireworks entertainment. Walsh Field will be closed to public access to encourage viewing with social distancing from other areas of the city.

10. City Council Representation on Board and Committees

President Andrews reviewed the listing of City Council Representation on Boards and Committees for 2020-2021. This listing will also be placed on the city's website for information.

11. Consider Final Approval for Emergency Grant Program for Small Businesses (joint effort with City of Manitowoc and the Chamber of Manitowoc County)

Mr. Buckley reviewed the Manitowoc/Two Rivers Small Business COVID-19 Relief Fund grant program through the funding efforts of the City of Manitowoc, City of Two Rivers, Bank First and Investors Community Bank, and in partnership with The Chamber of Manitowoc County.

To date, City of Two Rivers has committed a \$100,000; City of Manitowoc/MPU is providing \$300,000; Chamber of Commerce is soliciting for private donations from area companies to supplement the municipal funding. To date, the Chamber has received over \$107,000 in such donations including commitments of \$50,000 from each Bank First and Investors Community Bank.

The Chamber of Commerce will begin accepting applications on June 2, 2020 at 9:00 AM, when they become available on the Chamber website. Paper applications will be available as well and can be picked up at the Chamber Offices on Monday, June 2 at 9:00 AM. Eligible applicants are locally owned and operated restaurants and retail businesses with at least one full-time employees and other types of small, local, for-profit businesses that employ an average of at least one full-time employee and not more than 10 full time employees.

Grants will be for an amount equal to three months of documented rent or mortgage payments for the business plus three months of documented expenses for City utilities and natural gas, with total grant not to exceed \$2,500 for qualifying businesses with fewer than 5 full-time equivalent (FTE) employees and \$5,000 for those with 5 or more FTE employees. Discussion took place. Councilmember Darla LeClair suggested those businesses who already received assistance from the city in the form of reduced licensing fees (taverns) should have that assistance subtracted from their grant assistance through this program so this program can help as many people as possible. Councilmember Wachowski stated that he was not in favor of this proposal as he stated the assistance received from the city for the reduction of liquor license fees was not using tax money like this program is.

A motion was made by Councilmember Darla LeClair, seconded by Councilmember Bill LeClair, for those businesses who qualify for a grant under this Relief Fund program and who already received assistance should have the amount of that assistance subtracted from any award from this grant program. Upon a roll call vote, Ayes (6) Curt Andrews, Mark Bittner, John Casavant, Darla LeClair, Bill LeClair, Bonnie Shimulunas; Noes (1) Adam Wachowski. Motion carried. Jay Remiker was not online during the vote on this motion.

Next item for discussion was whether the Council wanted to include Home Occupation Businesses in the grant program. Discussion took place with regard to using the percentage of square footage of the home that is used for the business and applying that percentage to the mortgage or rent payments and utility bills as this is a requirement on the application to be considered for grant assistance.

A motion was made by Councilmember LeClair, seconded by Councilmember Casavant, to include Home Occupation Businesses who qualify under the criteria for the grant application, with grant award to be pro-rated relative to square footage of the business versus the total residence, as described.

Upon a roll call vote, Ayes (5) Mark Bittner, John Casavant, Darla LeClair, Bill LeClair, Bonnie Shimulunas; Noes (2) Adam Wachowski, Curt Andrews. Motion carried. Jay Remiker was not online during the vote on this action.

A motion was then made by Councilmember Wachowski stating that any City Councilmember who is a small business owner, must recuse themselves from applying for a grant. There was no second to his motion, therefore, motion failed.

Mr. Buckley stated that the grant program's eligibility criteria currently include a requirement that applicant businesses be current on City utilities and taxes. He recommended that delinquent status on City utilities not be a disqualifier; instead, that any City utilities that are in arrears would be deducted from the grant award and applied directly to those accounts to bring them current.

A motion was made by Councilmember Bittner, seconded by Councilmember Darla LeClair, to allow applicants by businesses that are in arrears on City utilities, to deduct from their grant award any funds necessary to bring their utility accounts current. Upon a roll call vote, Ayes (6) John Casavant, Darla LeClair, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Mark Bittner; Noes (1) Adam Wachowski. Motion carried. Jay Remiker was not online during the vote on this action.

Mr. Buckley requested one final action by the Council; overall approval for joining with the City of Manitowoc and the Chamber of Manitowoc County to offer this Emergency Grant Program for small businesses, with modifications as directed in the previous motions.

A motion was made by Councilmember Bittner, seconded by Councilmember Darla LeClair, to approve the city to join the City of Manitowoc and the Chamber of Manitowoc County and to offer this program to small businesses in the City of Two Rivers, with modifications as directed at this meeting. Upon a roll call vote, Ayes (6) Darla LeClair, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Mark Bittner, John Casavant; Noes (1) Adam Wachowski. Motion carried. Jay Remiker was not online during the vote on this action.

12. Discuss the Possibility of Removing a Parking Lot or Portion of a Parking Lot at Neshotah Beach, to Create More Room for Beach Activities in Light of Record-High Lake Michigan Water Levels

Mr. Buckley started the discussion about removing parking lot number 1 to allow for more sand to be brought in and enhance our beach width. He noted that the City has lost a lot of beach area due to the high Lake Michigan water levels. The Public Works Department would do the work, with an estimated cost of \$32,000 to \$36,000 to remove the parking lot and replace it with sand.

Councilmember Bittner suggested adding sand on top of the parking lot instead of removing the parking lot altogether.

Councilmember Wachowski stated that he was not in favor of removing a parking lot at this time because after the water level goes down, the city will be putting in a parking lot again using taxpayer's money.

Councilmembers questioned the cost of this project and stated they would like to further consider the costs and options before making a decision. Mr. Buckley stated that Mr. McDonald will put together the information and present it to the Council at the June 1, 2020 City Council Meeting.

President Andrews asked if the Closed Session that was listed on the Agenda is necessary and at this time Mr. Buckley stated no. He will present the items listed in Closed Session on Monday, June 1, 2020.

13. Adjournment

At 10:06 PM, a motion to adjourn the meeting.

RESULT: APPROVED VOICE VOTE [UNANIMOUS]

MOVER: John Casavant, Councilmember **SECONDER:** Bill LeClair, Councilmember

AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla

LeClair, John Casavant, Mark Bittner

ABSENT: Jack Powalisz, Jay Remiker

Kim M. Graves City Clerk

CITY OF TWO RIVERS COUNCIL PROCEEDINGS REGULAR MEETING

Monday, June 1, 2020 – 6:00 PM Council Chambers – City Hall

- ZOOM MEETING
 - MINUTES
- 1. CALL TO ORDER by President Curt Andrews at 6:00 PM.

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

2. PLEDGE OF ALLEGIANCE AND VIDEO RENDITION OF "GOD BLESS AMERICA" BY THE TRHS SHOW CHOIR

3. ROLL CALL BY CITY CLERK

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

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

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

None.

5. PUBLIC HEARING

A. **2020-122** Public Hearing Regarding Proposed Application for Community Development Block Grant CDBG Public Facilities (CDBG-PF) Program Funds 24th Street Roadway and Utility Improvements

Recommended Action:

Motion to submit application

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

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

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]

MOVER: Jack Powalisz, Vice-President **SECONDER:** Bill LeClair, Councilmember

AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla

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LeClair, Jack Powalisz, Jay Remiker, John Casavant, Mark Bittner

6. INPUT FROM THE PUBLIC

Charles Hagen addressed the Council asking why the City is considering building a retention pond on a garbage dump, the area was the location of a tannery where animal hides were processed. His questions were, what's in the dump, where is the test report that was paid for and what was, in fact, tested? Why is the City even considering this site? Are there other candidate sites? Can the City suspend this work until citizens get back on their feet?

Mr. Hagen asked about the power rates being billed to customers and why the City has a power supply contract with WPPI Energy that extends to the year 2055. He requested 2-3 quotes for power from other sources, including Great Lakes Utilities, with this activity being overseen by Councilmember Wachowski.

Mr. Hagen asked why businesses in Two Rivers are consistently bypassed for vendors outside of the City and requested a resolution by Council that the City directs its spending, where competitively possible, toward Two Rivers suppliers.

Mr. Hagen also requested a referendum to be placed on the November Election ballot to ask the Citizens of Two Rivers to switch to a mayoral form of City Government.

Councilmember Shimulunas asked Jim McDonald, Public Works Director, Ken Kozak, Electric Director and Ross Blaha, Water Director to address the utility rate questions from Mr. Hagen.

7. COUNCIL COMMUNICATIONS

Letters and other communications from citizens

Councilmember Powalisz expressed concerns about the need for grass cutting on the Thermo Fisher property and regarding trees and shrubs hanging over Neshotah Road. Mr. Buckley stated that Public Works will check on these issues.

Councilmember Wachowski asked whether there are plans for an Advisory Recreation Board meeting. Mr. Buckley stated the next Advisory Recreation Board meeting is scheduled for June 9, 2020.

Councilmember Bitter stated that all businesses are important, and the Chamber Small Business Relief fund applications are now available. He stated the reduced license fee for 26 taverns was a relief already given to those businesses.

Councilmember Andrews reminded all councilmembers that when posting on Face book they should refrain from being hostile and remember they work for the citizens. He stated

the Personnel and Finance will be considering language for an ethics ordinance to hold councilmembers accountable, such ordinance to be brought back to the council for its consideration.

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8. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

None.

9. CITY MANAGER'S REPORT

- A. Invited Guests
- B. Status/Update Reports
 - 1. Congratulations to the TRHS Parents, Students, School District Staff and Everyone Involved in the Banner Project Honoring 2020 Graduating Seniors
 - Mr. Buckley congratulated the Two Rivers High School parent, students, school district staff and everyone involved in the banner project honoring the 2020 graduating seniors.
 - 2. Thank You to Everyone Who Participated in the Virtual Memorial Day Program and the Parks and Rec Department's Tribute
 - Mr. Buckley thanked everyone who participated in the virtual Memorial Day program and the Parks and Recreation Department tribute.
 - 3. Plans for Re-Opening City Hall and Other City Facilities, Following COVID-19 Related Closures
 - Mr. Buckley reported the following plans for re-opening City Hall and other City facilities, following the COVID-19 related shutdown.

City Hall will re-open its lobby Monday, June 15 to allow access to the Police Department window and the Customer Service window from 10:00 AM to 4:00 PM daily; other offices will remain available by appointment only.

The Community House plans to re-open the entire building, except the Senior Center, for normal hours as of June 15; including the room rentals. Recreation programming will start to resume with precautions. The Senior Center plans to reopen front counter June 15 the rest of the facility remains closed to the public until further notice. Meals on Wheels will continue, and the Center on June 2 began offering cold lunches for curbside pickup. Resumption of congregate noon meals at the Aging and Disability Resource Center; it may be several months before congregate meals resume.

The park shelters are now available for booking. Neshotah restrooms are open and all other park restrooms will be open June 5, supplied with hand sanitizer dispensers. Blow dryers have been temporarily de-activated.

Lester Public Library curbside and on-line services continue with the re-opening of the building being deferred until at least July 1, per the Board and the Director.

All other City Departments are accessible by appointment only.

4. July 4 Fireworks

Mr. Buckley reported Two Rivers will light up the sky on July 4, capping off Independence Day with its always-popular fireworks display, shot from the outfield at Walsh Field on 22nd Street. Due to COVID-19 concerns, there will be no public access to any area inside the fences at Walsh Field, and there will be no prefireworks entertainment. He encouraged resident to enjoy the fireworks while practicing safe distancing at various viewing locations around the city. He also thanked the fireworks sponsors.

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- 5. Summer 2020 Concerts and Movies at Central Park, Neshotah Beach and Walsh Field
 - Mr. Buckley reported on the 2020 Two Rivers Central Park Concert Series, Bands on the Beach and the Outdoor Movies schedules. He also stated as of June 1, the Director of the Municipal Band advised that, after polling of his members, a decision has been made to cancel the Band's 2020 Season; this impacts three Central Park concert dates.
- 6. Small Business Grant Program in Conjunction with Chamber of Manitowoc County and City of Manitowoc--Accepting Applications Starting at 9:00 AM on Tuesday, June 2, 2020
- 7. Public Works Department 2020 Crack Sealing Program on City Streets
 - Mr. Buckley reported the Public Works Department recently completed an ambitious 2020 crack sealing program on City Streets. A total of 4.84 miles of concrete streets were treated.
- 8. Permanent Repairs to Street Openings from 2019 Lead Water Service Lateral Replacements
 - Mr. Buckley reported that work is being done at 40 location for permanent repairs to street openings from the 2019 lead water service lateral replacement project.
- Status of Proposed Ordinance Changes Related to Beer Gardens and Sidewalk Cafes
 Mr. Buckley reported that additional staff work is needed on the project and will be presented for possible action on the June 15, 2020 City council agenda/
- 10. Other
- C. Legislative/Intergovernmental Update

10. CONSENT AGENDA

- A. Applications and Petitions
 - 1. Application for Temporary Class B License
 - a. Friends of the Two Rivers Senior Center, Central Park Concert Series, July 2, 8, 16, 23, 30; August 6, 20, 27, 2020, 1710 West Park Street, 5:30 8:00 PM

Recommended Action:

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

- B. Reports
 - 2020-123 Minutes of Meetings

a. Business and Industrial Development Committee/Community Development Authority, April 28, 2020

5

- b. Personnel and Finance Committee, May 13, 2020
- c. Zoning Board of Appeals, May 19, 2020
- d. Board of Review, May 27, 2020

Recommended Action:

Motion to receive and place on file

Councilmember Powalisz left the meeting at 8:15 PM.

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:** Darla LeClair, Councilmember

AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla LeClair,

Jack Powalisz, Jay Remiker, John Casavant, Mark Bittner

11. CITY COUNCIL - FORMAL ITEMS

A. Award of Bid for Riverview Pond--Low Hazard Report from Staff and Representatives of McMahon Associates (Tabled from June 1 City Council Meeting)

Recommended Action:

Motion to award the bid to Vinton Construction, in its low bid amount of \$1,582,480.07

RESULT: TABLED [UNANIMOUS] Next: 6/15/2020 6:00 PM

MOVER: Darla LeClair, Councilmember **SECONDER:** Jay Remiker, Councilmember

AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla

LeClair, Jay Remiker, John Casavant, Mark Bittner

ABSENT: Jack Powalisz

B. 2020-124 Resolution Authorizing CDBG Application to Commit Matching Funds

Recommended Action:

Motion to waive reading and adopt the Resolution

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]

MOVER: Darla LeClair, Councilmember **SECONDER:** Bonnie Shimulunas, Councilmember

AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla

LeClair, Jay Remiker, John Casavant, Mark Bittner

ABSENT: Jack Powalisz

C. 2020-125 CDBG Application: Adopt Resolution Prohibiting the Use of Excessive Force

Recommended Action:

Motion to waive reading and adopt the Resolution

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]

MOVER: Bonnie Shimulunas, Councilmember

SECONDER: Mark Bittner, Councilmember

AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla

6

LeClair, Jay Remiker, John Casavant, Mark Bittner

ABSENT: Jack Powalisz

D. **2020-126** CDBG Application: Adopt Plan Residential Anti-Displacement and Relocation Assistance Plan

Recommended Action:

Motion to waive reading and adopt the Resolution

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]

MOVER: Mark Bittner, Councilmember **SECONDER:** Bill LeClair, Councilmember

AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla

LeClair, Jay Remiker, John Casavant, Mark Bittner

ABSENT: Jack Powalisz

E. **2020-127** Resolution Declaring Official Intent to Reimburse Expenditures from the Proceeds of Borrowing--2021 Water Main, Sewer and Lateral Replacement Projects

Recommended Action:

Motion to waive reading and adopt the Resolution

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]

MOVER: Darla LeClair, Councilmember **SECONDER:** Bonnie Shimulunas, Councilmember

AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla

LeClair, Jay Remiker, John Casavant, Mark Bittner

ABSENT: Jack Powalisz

F. **2020-128** Resolution Appointing Authorized Representative to File Applications for Financial Assistance from the Wisconsin Environmental Improvement Fund Safe Drinking Water Loan Program and Clean Water Fund Program

Recommended Action:

Motion to waive reading and adopt the Resolution

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]

MOVER: John Casavant, Councilmember **SECONDER:** Bill LeClair, Councilmember

AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla

LeClair, Jay Remiker, John Casavant, Mark Bittner

ABSENT: Jack Powalisz

G. 2020-129 Resolution Waiving Interest and Penalties on Property Taxes on Third Installment of 2019 Property Taxes

Recommended Action:

Motion to waive reading and adopt the Resolution

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]

MOVER: Bonnie Shimulunas, Councilmember **SECONDER:** Jay Remiker, Councilmember

AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla

7

LeClair, Jay Remiker, John Casavant, Mark Bittner

ABSENT: Jack Powalisz

H. 2020-130 Memorandum of Understanding with Manitowoc County, Addressing 2019 Tax Collection and Tax Settlement Matters Related to City and County Waiver of Interest and Penalties on Third Installment of 2019 Property Taxes

Recommended Action:

Motion to authorize the City Manager and City Clerk to sign the Memorandum of Understanding on behalf of the City

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]

MOVER: Bill LeClair, Councilmember

SECONDER: Bonnie Shimulunas, Councilmember

AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla

LeClair, Jay Remiker, John Casavant, Mark Bittner

ABSENT: Jack Powalisz

- I. Discussion and Possible Action Regarding Resumption of In-Person Meetings of the City Council, Council Committees and Citizen Boards, Committees and Commissions
 - 1. Report from City Attorney Regarding Ability to Limit Public Attendance at the In-Person Meetings (COVID-19 Related Physical Separation Concerns)
 - 2. Continued Ability of Council Members to Attend Meetings Via Zoom
 - 3. Effective Date for Resumption of In-Person Meetings of City Council and Council Committees
 - 4. Effective Date for Resumption of In-Person Meetings of Citizen Boards, Committees and Commissions

Recommended Action:

Motion to open June 15, 2020

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]

MOVER: Jay Remiker, Councilmember **SECONDER:** Bonnie Shimulunas, Councilmember

AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla

LeClair, Jay Remiker, John Casavant, Mark Bittner

ABSENT: Jack Powalisz

J. 2020-131 Adoption of 2020-2021 Goals for the City and City Manager--Recommended for Approval by Personnel and Finance Committee at Its Meeting of April 15; Distributed to City Council with April 20 Agenda; Referred to May 27 Work Session, Where They Were Reviewed in Detail

Recommended Action:

Motion to adopt the 2020-2021 Goals

Discussion took place asking what happens when the goals are not met. Councilmember Bittner stated the Personnel & Finance Committee will evaluate and ask why they weren't met and report to the City Council. The goals will move the City forward.

8

RESULT: APPROVED WITH ROLL CALL [UNANIMOUS]

MOVER: Mark Bittner, Councilmember **SECONDER:** Bill LeClair, Councilmember

AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla

LeClair, Jay Remiker, John Casavant, Mark Bittner

ABSENT: Jack Powalisz

K. Consider the Possibility of Removing a Parking Lot or Portion of a Parking Lot at Neshotah Beach, to Create More Room for Beach Activities in Light of Record-High Lake Michigan Water Levels

Recommended Action:

Motion to barricade certain areas of parking lots for people to recreate and move parking to ball diamond at Neshotah Lots 1, 4 and 5, starting with spaces closes to the beach.

Discussion took place with Councilmember B. LeClair suggesting we barricade certain sections and use the parking lots to set up tents, tables and chairs instead of ripping out the parking lot. He also suggested using the ball diamond on Pierce Street for parking.

Councilmember Bittner stated the need to do something for tourism and accomplish objectives.

Staff will come up which parking lots to barricade, starting with Lot 1 to make best accommodations with the handicap parking spaces.

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]

MOVER: Bill LeClair, Councilmember **SECONDER:** Mark Bittner, Councilmember

AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla

LeClair, Jay Remiker, John Casavant, Mark Bittner

ABSENT: Jack Powalisz

L. Correspondence from Rogers Street Fishing Village, Pertaining to Agreement of Sale/Redevelopment of Former Rogers Street Motel Property

Recommended Action:

Motion to refer to the June 29, 2020 Work Session

RESULT: APPROVED WITH VOICE VOTE [UNANIMOUS]

MOVER: Jay Remiker, Councilmember **SECONDER:** Adam Wachowski, Councilmember

AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla

LeClair, Jay Remiker, John Casavant, Mark Bittner

ABSENT: Jack Powalisz

12. FOR INFORMATION ONLY

A. City Council Meeting, Monday, July 6, 2020, 6:00 PM

B. City Council Work Session Meeting, Monday, June 29, 2020, 6:00 PM

13. CLOSED SESSION

No closed session.

14. ADJOURNMENT

At 10:06 PM, a motion to dispense with the reading of the minutes of the meeting and adjourn.

9

RESULT: APPROVED VOICE VOTE [UNANIMOUS]

MOVER: Darla LeClair, Councilmember SECONDER: Adam Wachowski, Councilmember

AYES: Adam Wachowski, Bill LeClair, Bonnie Shimulunas, Curt Andrews, Darla

LeClair, Jay Remiker, John Casavant, Mark Bittner

ABSENT: Jack Powalisz

Kim M. Graves City Clerk

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal seed of the contact the co	pal clerk if you have questions.
FEE \$ 5,00	Application Date: 48/2020
Town Village A City of Two Riv	ers county of Maritowoc
A Temporary "Class B" license to sell wine at picnics or simil at the premises described below during a special event beginning	ges at picnics or similar gatherings under s. 125.26(6), Wis. Stats. ar gatherings under s. 125.51(10), Wis. Stats. ag <u>Time 2.'00 p.m.</u> and agrees state, federal or local) affecting the sale of fermented malt beverages
1. Organization (check appropriate box) > Bona fide Cl	ub Church Lodge/Society
(a) Name Wisconsh Heat Fastp (b) Address 3/3 5. Joseph St. App (c) Date organized 8/16/20/5 (d) If corporation, give date of incorporation	ganization
2. Location of Premises Where Beer and/or Wine Will Be S Beverage Records Will be Stored:	old, Served, Consumed, or Stored, and Areas Where Alcohol
(a) Street number	Disab
(b) Lot	Block
	er this application, which floor or floors, or room or rooms, license is
3. Name of Event (a) List name of the event It's Time to Pl (b) Dates of event June 26-28, 2020	ay Fastpitch Tournament Vietnam Vets Park
	RATION
best of his/her knowledge and belief. Any person who knowingly may be required to forfeit not more than \$1,000.	the information provided in this application is true and correct to the provides materially false information in an application for a license
Officer (Signature / Date) 6/8/2020	(Name of Organization)
Date Filed with Clerk 6/8/2020	Date Reported to Council or Board
Date Granted by Council	License No.
AT-315 (R. 9-19)	Wisconsin Department of Revenue

Council Manager Government Since 1924



Office of City Clerk 1717 East Park Street Post Office Box 87 Two Rivers WI 54241-0087

NOTE:

THIS FORM TO BE COMPLETED AND ATTACHED TO ALL APPLICATIONS FOR SPECIAL CLASS B MALT LICENSES FOR PICNICS & GATHERINGS

* * * * *

The applicant hereby agrees to indemnify and hold the City of Two Rivers harmless from and against any and all claims, actions, causes of action, damages, expenses, and liabilities which may be imposed upon, incurred by or asserted against the City of Two Rivers by reason of any injury or claim of injury or damage to any person or property which is associated with or arises out of the applicant's use of the City property and the dispensing of fermented malt beverage to any person pursuant to any license issued upon this application.

Organization

By

Home of the Ice Cream Sundae - Since 1881

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal	I clerk if you have questions.
FEE \$ 5	Application Date: 6-10-2020
□ Town □ Village ☑ City of Two Rivers	County of Manitowac
The named organization applies for: (check appropriate box(es).) A Temporary Class "B" license to sell fermented malt beverage A Temporary "Class B" license to sell wine at picnics or similar at the premises described below during a special event beginning to comply with all laws, resolutions, ordinances and regulations (stand/or wine if the license is granted.	gatherings under s. 125.51(10), Wis. Stats. TIME 4. D PM and agrees
1. Organization (check appropriate box) → ☐ Bona fide Club	☐ Church ☐ Lodge/Society
(a) Name Two Rivers Main St. Inc. (b) Address 1717 F. Park Street, Suite.	ommerce or similar Civic or Trade Organization inization
(c) Date organized 1996 (d) If corporation, give date of incorporation 1-3-1997	· · · · · · · · · · · · · · · · · · ·
(e) If the named organization is not required to hold a Wiscons box:	in seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this
(f) Names and addresses of all officers: President Travis Stevens 818 Buch Vice President Lee Hansen 1516 Wash Secretary Ging Konha 3721 Adams Treasurer Teff Sachse 1002 E Che (g) Name and address of manager or person in charge of affair Phone Number: 920-973-2710	secont Dr. Manitowac, IND 54220
2. Location of Premises Where Beer and/or Wine Will Be Sol Beverage Records Will be Stored: (a) Street number Washington Street from 15th 22th (b) Lot	East West Park Sts. side Streets to barero Block
 (c) Do premises occupy all or part of building? (d) If part of building, describe fully all premises covered under to cover: 	this application, which floor or floors, or room or rooms, license is
3. Name of Event (a) List name of the event Col City Classic C (b) Dates of event 8-14-2020	Par Show & Cruise
DECLAR	RATION
The Officer(s) of the organization, individually and together, declare tion is true and correct to the best of their knowledge and belief.	under penalties of law that the information provided in this applica-
Officer L. M. (Signature/date) Officer (Signature/date)	Officer (Signature/date) Officer (Signature/date)
Date Filed with Clerk 06/10/2020	Date Reported to Council or Board
Date Granted by Council	License No.



APPLICATION FOR COMMERCIAL GARBAGE HAULER'S LICENSE CITY OF TWO RIVERS WISCONSIN

(I) (We), the undersigned, hereby apply to the City of Two Rivers for a COMMERCIAL GARBAGE HAULER'S LICENSE as provided in Section 5-6-24(a) of the Municipal Code, for the period from <u>July 1, 2020 to June 30, 2021</u>, which the fee is \$25.00 per year for each vehicle used in said business and shall be paid in advance.

DESCRIPTION OF VEHICLES SOUGHT TO BE LICENSED

	DESCRIPTION OF	VEHICLES SOUGHT TO B	DE LICENSED
MAKE	YEAR - MODEL	WISCONSIN LICENSE	IDENTIFICATION NO.
		NO. FOR 2020 - 2021	
Peterbit	2011		116545
Mack	2014	SB 11964	142533
Petorbilt	2019	SB 13387	192 508
Peterbilt	2019	TB 6380	395503

Dated 5-20 = 20	Advanced N:sposal
	(Name of Firm or Corporation)
Amount of Fee: \$ 100	Wano Backer
	(Individual Completing Form)
920 - 849 - 9544	428 High ST
(Telephone Number)	(Mailing Address)
wayne better e advanceddisposal. com	Ch. Hon WI 53014
(E-mail Address)	(City, State, Zip Code)
advanced disposal, com	
(Website Address)	

APPLICATION FOR COMMERCIAL GARBAGE HAULER'S LICENSE

Each applicant shall be required to furnish a letter of credit in the amount of \$5,000.00 from an acceptable responsible financial institution to be executed on a form prepared by the City of Two Rivers.

Letter of Credit Furnished 5-28-2020

exp 6-11-202\ Date

Insurance:

Certificate of liability insurance with limits of at least \$25,000/\$100,000/\$300,000 on each licensed vehicle must be provided by the applicant and filed with the Director of Public Works.

Certificate of Liability Furnished

2xp 11-20-2020

Date

City Department approval as required by Section 5-6-24(a) of the Municipal Code.

Approved by:

Director of Public Works

6)9/2020 Date

- Page 2

Approved by:

City Manager

Date

License shall not be issued until the above requirements are met and same has been granted by the City Council. This completed application form, approved by the Two Rivers City Council, and signed by the Director of Public Works and City Manager, will function as the valid Garbage Hauler's License.

Date License Fee Received: 5-28-2020

Receipt Number: #96914

May 21 2020 10:43:46 CDT 16158726498

MSG# 79200708-007-1

Page 002 96-004-2

CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY) 05/21/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(les) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in flow of such endorsement(s).

PRODUCER		CONTACT WATER Manager Chateren County Contact Contact	
Willia Towers Watson Southquet,	Inc. Eka Willie of Virginie, Inc.	NAME: Willis Towers Watson Certificate Center	
o/o 26 Century Alvd	• • • • • • • • • • • • • • • • • • • •		-467-2378
9.0. Box 305191		Stall Contificates evillis. com	
Mashville, TN 372305191 USA		INSURER(8) AFFORDING COVERAGE	NÁIC#
taalat tegat ta felpf bet mannin transmin ta a t mannin mannin transmin de felbestik ta felbestik († 1600) a ta bet litt besende a stib	[] [] [] [] [] [] [] [] [] []	MSURER A: Arch Insurance Company	11150
INSURED Advanced Disposal Services, Inc.		MSURER B: Allied World Mational Assurance Company	10690
(See Attached List of Numed Insu	rods)	MSURER C: Evanston Insurance Company	38378
90 Fort Wade Rd. Forte Vedra. FL 32081		INSURERD: Arch Indomnity Insurance Company	30850
		INBURER E :	
		INSURER F:	
COVERAGES	CERTIFICATE NUMBER- W16495619	OCHRIAN MINAPA	

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN. THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. LTR ADDE SUPRI TYPE OF INSURANCE POLICY NUMBER LIMITE X COMMERCIAL GENERAL LIABILITY EACH OCCURRENCE DAMAGE TO RENTED PREMISES (SE OSSUMBOCO) 2,000,000 CLAIMS-MADE X OCCUR 1,000,000 MED EXP (Any one person) 5 31GPP4985407 11/20/2019 11/20/2020 2,000,000 PERSONAL & ADV INJURY S GEN'L AGGREOATE LIMIT APPLIES PER 2,000,000 GENERAL AGOREGATE \$

POLICY X LOC PRODUCTS - COMPIOP AGG 2,000,000 \$ OTHER: **AUTOMOBILE LIABILITY** COMBINED SINGLE LINE (Ea accident) 1 \$ 5,000,000 ANY AUTO BODILY INJURY (Per person) 5 OWNED AUTOS ONLY SCHF()(J) #1) 31CAB4995507 11/20/2019 11/20/2020 SODILY INJURY (Per socident) AUTOS NON-OWNED 5 MIRED AUTOS ONLY PROPERTY DAMAGE AUTOS ONLY ŝ 4 UMBRELLA LIAB × X OCCUR 10,000,000 **GACH OCCURRENCE** 5 EXCESS LIAB 03098718 11/20/2019 11/20/2020 GLAIMS-MADE 20,000,000 AGGREGATE DED X RETENTIONS 10,000 \$ WORKERS COMPENSATION AND EMPLOYERS: LIABILITY X PER ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NI) If you, destribe under DESCRIPTION OF OPERATIONS below 1.000.000 **E.L. PACH ACCIDENT** No N/A 31WCI4985307 11/20/2019 11/20/2020 1,000,000 E.L. DISEASE - EA EMPLOYEE S 1,000,000 EL DISEASE - POLICY UNIT \$ Pollution Liability MILV78NV101352 11/20/2019 11/20/2020 Aggregate/Occurrence \$25,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be estached it more space is required)
Umbrella Liability follows form ever the General Liability, Auto Liability and Employers Liability.

Umbrella coverage provides additional limits over the Commercial General Liability, Automobile Liability and Employers Liability policies. SEE ATTACHED

CERTIFICATE HOLDER	AANATI A MICH
OERTH IDATE HOLDER	CANCELLATION
	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
Department of Public Works	
1717 Fast Dawle Common	AUTHORIZED REPRESENTATIVE

mas J. J. Las

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ACORD 25 (2016/03)

Post Office Sex 67 Two Rivers, WI \$4241-0087

The ACORD name and logo are registered marks of ACORD

Bank of America Merrill Lynch

BANK OF AMERICA - CONFIDENTIAL

DATE: MAY 17, 2019

AMENDMENT TO IRREVOCABLE STANDBY LETTER OF CREDIT NUMBER: 68096931

AMENDMENT NUMBER 6

APPLICANT
ADVANCED DISPOSAL SERVICES SOLID
WASTE MIDWEST, LLC
2905 PAINE AVENUE
SHEBOYGAN, WI 53081

BENEFICIARY CITY OF TWO RIVERS DEPT. OF PUBLIC WORKS 1717 EAST PARK STREET TWO RIVERS, WI 54241-0087

PAGE: 1

ISSUING BANK
BANK OF AMERICA, N.A.
ONE FLEET WAY
PA6-580-02-30
SCRANTON, PA 18507-1999

THIS AMENDMENT IS TO BE CONSIDERED AN INTEGRAL PART OF THE ABOVE CREDIT AND MUST BE ATTACHED THERETO.

THE ABOVE MENTIONED CREDIT IS AMENDED AS FOLLOWS:

THE EXPIRATION DATE IS AMENDED TO: JUNE 11, 2020.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.

IF YOU REQUIRE ANY ASSISTANCE OR HAVE ANY QUESTIONS REGARDING THIS AMENDMENT, PLEASE CALL 800-370-7519 .

AUTHORIZED SIGNATURE

THIS DOCUMENT CONSISTS OF 1 PAGE(S).

Attachment: Advanced Disposal (2741: Applications for Commercial Garbage Hauler's License - Recommended for Approval)

© AGORD CORPORATION 1983-2007. All rights reserved.	ACORD 50 (2007/02)
18815614 W13823671	1456034
 IN CASE OF ACCIDENT: Report all accidents to your Agent/Company as soon as possible. Obtain the following information: 1. Name and address of each driver, passenger and witness. 2. Name of Insurance Company and policy number for each vehicle involved. 	IN CASE OF ACCIDENT: soon as possible. Obtain the 1. Name and addre 2. Name of Insuran vehicle involved.
THIS CARD MUST BE KEPT IN THE INSURED VEHICLE AND PRESENTED UPON DEMAND	
SEE IMPORTANT NOTICE ON REVERSE SIDE	Mandowski mayb.
ervices, Inc. REPORT CLAIMS TO: (868) 377-2724	Advanced Disposal Services, Inc. 90 Fort Wade Rd. Ponts Vedra, FL 32081
SUING CARD	AGENCY/COMPANY ISSUING CARD Willis of Virginia, Inc. clo 26 Century Blyd P.O. Box 305191 Nashvilla, TN 372305191 USA 1-877-845-7378
MAKE/MODEL VEHICLE IDENTIFICATION NUMBER ented Vehicles	YEAR Any Owned/Leased/Rented Vehicles
EFFECTIVE DATE EXPIRATION DATE 11/20/2019 . 11/20/2020	POLICY NUMBER 31CAB0502307
(STATE)	COMPANY NUMBER
WISCONSIN INSURANCE IDENTIFICATION CARD	



APPLICATION FOR COMMERCIAL GARBAGE HAULER'S LICENSE CITY OF TWO RIVERS WISCONSIN

(I) (We), the undersigned, hereby apply to the City of Two Rivers for a COMMERCIAL GARBAGE HAULER'S LICENSE as provided in Section 5-6-24(a) of the Municipal Code, for the period from <u>July 1, 2020 to June 30, 2021</u>, which the fee is \$25.00 per year for each vehicle used in said business and shall be paid in advance.

DESCRIPTION OF VEHICLES SOUGHT TO BE LICENSED

MAKE	YEAR - MODEL	WISCONSIN LICENSE	IDENTIFICATION NO.
	والماري والمحاصر والمحار والمساول المحار	_ NO. FOR 2020_2021	and the second of the second o
INTERNATIONAL	2005 4300	GD 57886	1 HTMMAAM 05 H 122883
MACK	2010 MR	QB 17475	1M2AV02C1AM006196

Dated MAY 18th, 2020.	POZGRSKI HAULING & RECYCLING, LLC (Name of Firm or Corporation)
Amount of Fee: \$ 50.00	MICHAEL A. POZORSKI
	(Individual Completing Form)
(920) 682-3544 (Telephone Number)	f.0. Box 1565 MANITOWOG, WI. 54221-1565 (Mailing Address)
phr1onviebahn CYAHOO.com	MANITOWOC, WI 54221-1565
(E-mail Address)	(City, State, Zip Code)
(Website Address)	-

Updated 5/8/2017

- Page 2

APPLICATION FOR COMMERCIAL GARBAGE HAULER'S LICENSE

Each applicant shall be required to furnish a letter of credit in the amount of \$5,000.00 from an acceptable responsible financial institution to be executed on a form prepared by the City of Two Rivers.

	edit Furnished		
auto	renewal	Date	

Insurance:

Certificate of liability insurance with limits of at least \$25,000/\$100,000/\$300,000 on each licensed vehicle must be provided by the applicant and filed with the Director of Public Works.

Certificate of Liability Furnished 5-20-2020 EXD 9/15/2020

City Department approval as required by Section 5-6-24(a) of the Municipal Code.

Approved by: Approved by: City Manager

License shall not be issued until the above requirements are met and same has been granted by the City Council. This completed application form, approved by the Two Rivers City Council, and signed by the Director of Public Works and City Manager, will function as the valid Garbage Hauler's License.

Date License Fee Received: 5-26-2020

Receipt Number: #96915

Date



CERTIFICATE OF LIABILITY INSURANCE

CDEROCHE DATE (MM/DD/YYYY)

9/9/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER License # 100290819	CONTACT Cheri DeRoche		
Sheboygan, WI Hub International Midwest Limited 2124 Kohler Memorial Drive	PHONE (A/C, No, Ext): (A/C, No):		
Suite 300 Sheboygan, WI 53081	E-MAIL scheri.deroche@hu	binternational.com	
Sileboygan, 441 53061	INSURER(S) AFFO	RDING COVERAGE	NAIC#
	INSURER A : ACUITY, A Mutual	Insurance Company	14184
INSURED	INSURER B:		
Pozorski Hauling & Recycling LLC	INSURER C:		
P O Box 1565	INSURER D :		
Manitowoc, WI 54221-1565	INSURER E :		
	INSURER F :		
COVERAGES CERTIFICATE NUMBER:		REVISION NUMBER:	

COVERAGES	CERTIFICATE NUMBER:	REVISION NUMBER:
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THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR		TYPE OF INSURANCE	ADDL S	UBR WD	POLICY NUMBER	POLICY EFF	POLICY EXP	LIMIT	S	
Α	X	COMMERCIAL GENERAL LIABILITY		1000				EACH OCCURRENCE	\$	1,000,000
		CLAIMS-MADE X OCCUR		F983	34	9/15/2019	9/15/2020	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$	100,000
								MED EXP (Any one person)	\$	5,000
								PERSONAL & ADV INJURY	\$	1,000,000
	GEN	I'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	\$	2,000,000
	X	POLICY PRO-						PRODUCTS - COMP/OP AGG	\$	2,000,000
		OTHER:						EPLI	s	100,000
A	AUT	OMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	s	1,000,000
	X	ANY AUTO		F9833	34	9/15/2019	9/15/2020	BODILY INJURY (Per person)	\$	
		OWNED SCHEDULED AUTOS ONLY						BODILY INJURY (Per accident)	\$	
		AUTOS ONLY NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	\$	
									s	
		UMBRELLA LIAB OCCUR						EACH OCCURRENCE	\$	
		EXCESS LIAB CLAIMS-MADE						AGGREGATE	\$	
		DED RETENTION\$							5	
Α	WOR	KERS COMPENSATION EMPLOYERS' LIABILITY						X PER OTH-		
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)		OR/PARTNER/EXECUTIVE 50004	9/15/2019	9/15/2020	E.L. EACH ACCIDENT	\$	100,000		
								E.L. DISEASE - EA EMPLOYEE	\$	100,000
	DESC	, describe under CRIPTION OF OPERATIONS below						E.L. DISEASE - POLICY LIMIT	\$	500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER	CANCELLATION
City of Two Rivers 1717 East Park Street P O Box 87	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
Two Rivers, WI 54241-0087	AUTHORIZED REPRESENTATIVE
	Mil Low

ACORD 25 (2016/03)

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JUNE 08, 2018

IRREVOCABLE STANDBY LETTER OF CREDIT

BENEFICIARY: CITY OF TWO RIVERS 1717 EAST PARK ST PO BOX 87 TWO RIVERS, WI 54241-0087

OUR REFERENCE:

00000526

AMOUNT:

USD \$5,000.00

ISSUE DATE:

JUNE 08, 2018

EXPIRY DATE:

JUNE 08, 2019

EXPIRY PLACE:

OUR COUNTERS

WHEREAS, THE UNDERSIGNED COMMERCIAL GARBAGE HAULER ("APPLICANT") DESIRES TO OBTAIN A LICENSE FROM THE CITY OF TWO RIVERS TO ENGAGE IN THE BUSINESS OF COLLECTING AND TRANSPORTING GARBAGE; AND

WHEREAS, SECTION 5-6-24(A) OF THE TWO RIVERS MUNICIPAL CODE REQUIRES AS A PREREQUISITE TO THE GRANTING OF SUCH LICENSE THAT THE APPLICANT PROVIDED A LETTER OF CREDIT TO THE CITY OF TWO RIVERS FROM AN ACCEPTABLE FINANCIAL INSTITUTION ON A FORM TO BE PREPARED BY THE CITY OF TWO RIVERS; AND

WHEREAS, THE UNDERSIGNED FINANCIAL INSTITUTION ("BANK") DESIRES TO EXERCISE THIS LETTER OF CREDIT IN FAVOR OF THE CITY OF TWO RIVERS IN ORDER TO MEET THE REQUIREMENTS OF SECTION 5-6-24(A);

NOW, THEREFORE, THE BANK HEREBY AUTHORIZES THE CITY OF TWO RIVERS TO DRAW ON THE BANK FROM THE ACCOUNT OF THE APPLICANT UP TO THE AGGREGATED AMOUNT OF \$5,000.00. THE BANK AGREES TO HONOR ANY DRAFT DRAWN HEREUNDER AND WAIVES ANY RIGHTS TO DEFER HONOR OF ANY SUCH DRAFT. THIS AUTHORIZATION SHALL BE VALID FROM JUNE 8, 2018 THROUGH JUNE 8, 2019 (EXPIRATION DATE), AND SHALL BE IRREVOCABLE DURING THIS PERIOD.

THE EXPIRATION DATE OF THIS STANDBY SHALL BE AUTOMATICALLY EXTENDED FOR SUCCESSIVE 12 MONTH PERIODS, UNLESS THE BANK NOTIFIES BENEFICIARY BY REGISTERED MAIL OR OTHER RECEIPTED MEANS OF DELIVERY SENT TO BENEFICIARY'S ABOVE-STATED ADDRESS 60 OR MORE DAYS BEFORE THE THEN CURRENT EXPIRATION DATE THAT ISSUER ELECTS NOT TO EXTEND THE EXPIRATION DATE.

THIS AUTHORIZATION IS GRANTED BY THE BANK IN ORDER TO SECURE COMPLIANCE BY THE APPLICANT WITH ALL CITY ORDINANCES. ITEMS FOR WHICH THE CITY OF TWO RIVERS MAY MAKE WITHDRAWALS HEREUNDER INCLUDE, BUT ARE NOT LIMITED TO: COSTS ASSOCIATED WITH THE REMOVAL OF ANY NUISANCES CAUSED BY THE

Trade Services, M.S. 7059, 2870 Holmgren Way, Green Bay, WI 54304 Phone 800-230-5506, Fax 920-327-6040, SWIFT: ABGBUS44XXX Member FDIC Equal Housing Lender Page 1 of 2

NM0430



DATE: JUNE 08, 2018

POZORSKI HAULING & RECYCLING, LLC PO BOX 1565 MANITOWOC, WI 54221-1565

ADVICE OF DEBIT

OUR REFERENCE:

00000526

APPLICANT:

POZORSKI HAULING AND RECYCLING, LLC

BENEFICIARY:

CITY OF TWO RIVERS

WE HAVE DEBITED YOUR DEMAND DEPOSIT NUMBER XXXXXX2536 IN REFERENCE TO STANDBY LETTER OF CREDIT NUMBER 00000526 FOR THE FOLLOWING:

ISSUANCE

USD

\$300.00

TOTAL OF OUR CHARGES:

USD

\$300.00

SHOULD YOU REQUIRE ANY ASSISTANCE, PLEASE CONTACT THE TRADE SERVICES AS SHOWN BELOW. WHEN REFERRING TO THIS LETTER OF CREDIT, REMEMBER TO QUOTE OUR REFERENCE NUMBER 00000526.

THIS IS A COMPUTER GENERATED DOCUMENT; A MANUAL SIGNATURE IS NOT REQUIRED.

Trade Services, M.S. 7059, 2870 Holmgren Way, Green Bay, WI 54304 Phone 800-230-5506, Fax 920-327-6040, SWIFT: ABGBUS44XXX Member FDIC Equal Housing Lender Page 1 of 1

LANDSCAPING/TREE REMOVAL LICENSE APPLICATIONS for period 07/01/20 to 06/30/21

Renewals:

BUSINESS ADDRESS
12536 Hwy Q Two Rivers WI 54241
5526 N. Cavepoint Dr Sturgeon Bay WI 54235
2345 East County Rd V Mishicot WI 54228
5130 Reifs Mills Rd Manitowoc WI 54220
E2107 Old Settlers Rd Kewaunee WI 54216
9524 HWY 147 Two Rivers, WI 54241
Post Office Box 25 Two Rivers WI 54241-0025
4141 Viebahn Street Manitowoc, WI 54220
Post Office Box 263 Mishicot WI 54228
711 Millennium Court DePere WI 54115
10318 Popelar Rd Whitelaw, WI 54247
931 Beech Street Cleveland WI 53015

_	CIGARETTE LICEN		
_	FOR PERIOD 07/01/2020 TO		
	ALL OVER THE COUNTE	R SALES	
BUSINESS	ADDRESS	AGENT	PHONE
			NUMBER
Dollar General Store #20867	3022 Mishicot Rd	Dawn Keen	615-855-4000
	100 Mission Ridge		
	Goodlettsville TN 37072		
Family Dollar Stores of WI	1909 Washington Street	Carolyn Brown	920-794-8009
	500 Volvo Parkway	757-321-5000	
	Chesapeake VA 23320		
Krishna Food Mart, LLC	3337 Mishicot Rd	Lekha N. Timilsaina	920-793-2024
Jai Uni Mart, LLC	1706 16th Street	Chandrika Potti	920-657-1210
Kwik Trip	2107 Washington Street	Kristine Traeger	920-793-5377
		Donald Zietlow	608-793-6262
Patsy's Hwy 42 Mobil Mart, LLC	816 22nd Street	Patsy Walesh	920-553-1235
Piggly Wiggly	2300 Forest Avenue	Robert Fox	920-794-8931
Ultra Mart Foods, LLC			
d/b/a Pick N Save	1010 22nd Street	Michelle Gumtow	920-793-2266
Walgreen's	2206 Washington Street	Melissa Raab	920-793-8352

BEER GARDEN PERMITS for period 07/01/20 to 06/30/21

LICENSEE	BUSINESS NAME	BUSINESS ADDRESS
City Central Bar & Grill Mary Sisel, Agent	City Central Bar & Grill	2014 Washington Street
DABOTO LLC. Tonya Prosser, Agent	Village Inn on the Lake	3310 Memorial Drive
Lonz's Tannery Club Steve G. Lonzo	Lonz's Tannery Club	4317 Tannery Road
McPautz, LLC Jolene McMahon, Agent	Tapped On the Lakeshore	3114 Memorial Drive
Phil & Michelle's Bar & Grill, LLC Philip Barnhart, Agent	Phil & Michelle's Bar & Grill	1616 Washington Street
Sandpiper Bar & Grill Inc Susan K. Kornely, Agent	Sandpiper Bar & Grill	4220 Memorial Drive
Sport Bar & Grill Gerald E. Wachowski	Sport Bar & Grill	1311 Madison Street
Tavern at Waverly, LLC Brian D. Laurent	Tavern at Waverly	1402 16 th Street
Tippy's Bar & Grill Tim W Tomchek	Tippy's Bar & Grill	1713 East Street
Whisky D's, LLC Deana VanDeurzen	Whisky D's	1215 26 th Street

HOME ADDRESS

CLASS "A" FERMENTED MALT LICENSE APPLICATIONS

for period 07/01/20 to 06/30/21

BUSINESS NAME/ADDRESS

RENEWALS:

LICENSEE

Patsy's HWY 42 Mobil Mart LLC Patsy A Walesh, Agent	Patsy's HWY 42 Mobil Mart LLC 816 22nd Street	7150 Pine Grove Lane
Seagull Marina LLC Scott D Anderson, Agent	Seagull Marina & Campgrounds 1400 Lake Street	6175 Rawley Road

"CLASS A" MALT & LIQUOR LICENSE APPLICATIONS

for the period 07/01/20 to 06/30/21

RENEWALS:

LICENSEE	BUSINESS NAME/ADDRESS	HOME ADDRESS
Dogencorp, LLC	Dollar General	2512 Belmont
Jason Reiser, Agent	3022 Mishicot Rd	Nashville TN 37212
Jai Uni Mart	Jai, LLC	1803 Shepherd Court
Chandrika Potti, Agent	1706 16 th Street	Waukesha WI 53186
Kwik Trip Inc.	Kwik Trip #638	1019 22 nd Street
Kristine Traeger, Agent	2107 Washington Street	Two Rivers WI 54241
Krishna Food Mart	Krishna Food Mart	2628 Georgia Ave #13
Lekha N. Timilsaina, Agent	3337 Mishicot Road	Sheboygan WI 53081
Sly Fox Ventures Inc	Piggly Wiggly	3011 48 th Street
Robert J Fox, Agent	2300 Forest Avenue	Two Rivers WI 54241
Ultra Mart Foods LLC	Pick 'N Save #6408	2314 South 14 th Street
Michelle L. Gumtow, Agent	1010 22nd Street	Manitowoc WI 54220
Walgreen Company	Walgreens #09166	W2312 Hickory Hills Road
Melissa Raab, Agent	2206 Washington Street	Chilton WI 53014

CLASS "B" FERMENTED MALT LICENSE APPLICATIONS for period 07/01/20 to 06/30/21

RENEWALS:

LICENSEE

BUSINESS NAME/

BUSINESS ADDRESS

HOME ADDRESS

Cardboard Sled, LLC

Alexander Cowman

Hazel's Pizza Company

2023 Jefferson Street

2023 Jefferson Street

St. John's Lutheran Men's Club

Wayne Denfeld, Agent

St. John's Lutheran Men's Club

1406 17th Street

2612 15th Street

"CLASS B" MALT & LIQUOR LICENSE for period 07/01/20 to 06/30/21

BUSINESS NAME	BUSINESS ADDRESS	LICENSEE
B2T2, LLC d/b/a Kurtz's Pub & Deli	1410 Washington Street	Brad Fischer, Agent
Berserker's	1811 19th Street	Timothy P Petri
Casa Mexico	1513 Washington Street	Marco La Porta
Cedar Lodge	104 Eleonor Street	Donna Mae Collard
tms d/b/a City Central Bar & Grill LLC	2014 Washington Street	Mary Sisel, Agent
Columbian Home, Inc (Knights Of Columbus)	2210 Garfield Street	Daniel J Tegen, Agent
DABOTO LLC (Village Inn on the Lake)	3310 Memorial Drive	Tonya Prosser, Agent
Dick's Wonder Bar	1822 Adams Street	Donna R Prausa
Fireside Pub LLC	1415 16th Street	Ariel Schaub
Lee's Inn	1019 17th Street	Cheri Ertman
Lenny's II	2113 Jefferson Street	Mark W Henrickson
Lighthouse on the Lake Inc	1515 Memorial Drive	James E VanLanen, Sr, Agent
Lonz's Tannery Club	4317 Tannery Road	Steve G Lonzo
Machut's Supper Club, Inc	3911 Lincoln Avenue	Wayne A Machut, Agent
McPautz, LLC Tapped on the Lakeshore	3114 Memorial Drive	Jolene McMahon, Agent
Phil and Michelle's Bar and Grill, LLC	1616 Washington Street	Michelle Duprey, Agent
RTM Bar, LLC	1200 Madison Street	Becky Kriescher, Agent
Rudy's Lanes Inc	1916 Washington Street	Robert A Prucha, Agent
Sandpiper Bar & Grill Inc	4220 Memorial Drive	Susan K Kornely, Agent

"CLASS B" MALT & LIQUOR LICENSE for period 07/01/20 to 06/30/21

BUSINESS NAME	BUSINESS ADDRESS	LICENSEE
Sepia Wedding Chapel, LLC	1820 Jefferson Street	Barry Krahn, Agent
Sport Bar & Grill	1311 Madison Street	Gerald E Wachowski
Tippy's Bar & Grill	1713 East Street	Tim W Tomchek
Tribbs, LLC Grizzly's	3312 Lincoln Avenue	Daryl A. Jeske
Waverly Inn	1402 16th Street	Brian Laurent
Whisky Ds, LLC	1215 26 th Street	Deana VanDeurzen, Agent

Advisory Recreation Board Tuesday, March 10, 2020 – 6:00 PM The Koska Room - JE Hamilton Community House Two Rivers. WI

AGENDA

- 1. Roll Call
- 2. Introduction of Interim Director
- 3. Approval of Minutes
 - A. Advisory Recreation Board Regular Meeting Jan 14, 2020 6:00 PM
- 4. Correspondence
 - A. Press Coverage
 - B. Thank You's
- 5. Comments from the Public (limited to 3 minutes each)
- 6. New Business
 - A. Director Recreuitment Process
- 7. Old Business
 - A. Vaping / Smoking in Parks & Playground Areas
 - B. Walsh Field Planning
 - C. Neshotah Park Planning
 - D. Parks & Open Space Master Plan
 - E. Mission Statement
 - F. YEP Fund Update
- 8. Other Business
 - A. Council Action
- 9. Director's Report
- 10. Items for future Advisory Recreation Board Meetings
- 11. Next Meeting April 14, 2020
- 12. Adjournment

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.

LESTER PUBLIC LIBRARY BOARD OF TRUSTEES MEETING Tuesday, May 12, 2020 6:00 PM Via Zoom Meeting

Call to Order – President Ned Guyette called the meeting to order at 6:00 PM.

Roll Call – Members Present: Sharon Sleger, Stanley Palmer, Kirsten Sleger, Tom Van Horn, David Pennefeather, Ned Guyette, Rick Hendrickson, and Larry Thomas. Absent and excused John Casavant. Also present: Chris Hamburg, Adult Services Coordinator and Jeff Dawson, Director.

Public Comment – None

Approval of Minutes – Motion to approve minutes of March 10, 2020 meeting, made by Palmer, second made by Sharon Sleger. Voice vote carried unanimously. (the April 14, 2020 meeting was canceled due to the Covid-19 pandemic)

Expenditures & Financial Reports – Motion to receive and file the March and April, 2020 financial reports, made by Thomas, second made by Hendrickson. Voice vote carried unanimously.

Board Member Comment – Guyette is pleased with the library's response to the pandemic in terms of service and safety. Sharon Sleger has heard many positive things about the library curbside service. Kirsten Sleger shared curbside service instructions with her students.

Director's Report – Dawson updated the Board on floor plan changes, service models, and weeding projects that have happened over the course of the past two months. Discussion included when to best re-open the library that would allow patrons to enter the library. There was agreement that staff and patron safety is the top priority. Allow the staff the ability to make the call in reopening some services in the building; take caution to not re-open too soon. It was noted that curbside service meets roughly 80% to 85% of patron library needs, while re-opening would still not meet 100% of patron needs.

Report from City Council Representative – No report

Report from School District Representative – Discovering all the challenges associated with distance learning. Virtual classrooms are more difficult for elementary students and teachers and administration continues to search for a proper balance. Summer school will be virtual, starting with upper elementary students, still formulating the final plan. Grading for K-8 is on pass/complete system; high school students will have A,B, pass or incomplete. June 5 is the last day of class. Administration and staff have developed several newsletters for parents and students. Food service is in full operation providing meals for students. The district is maintaining unity through the "3 C's" 1. Caring 2. Compassion 3. Connections

Report from County Representative – The County Board has met once at the Expo Center, they are working on future ability to hold Zoom meetings. Please stay safe!

Unfinished Business

- Motion to approve the Slate of Officers for 2020/21 Ned Guyette, President and Stanley Palmer, Vice President, made by Hendrickson, second made by Kirsten Sleger. Voice vote carried unanimously.
- Motion to approve changes to the Supervisor in Charge policy made by Van Horn, second made by Thomas. Voice vote carried unanimously.

New Business

• Motion to approve naming of the Library Trail, which runs from 12th Street to Madison Street in honor of Patrick Gagnon made by Thomas, second made by Hendrickson. Voice vote carried unanimously.

Board Education – None

Closed Executive Session – None

Motion to adjourn made by Kirsten Sleger, second made by Hendrickson. Voice vote carried 5 aye votes with one nay vote (Van Horn). Meeting adjourned at 7:05 PM.

Respectfully submitted, Jeff Dawson, Director

CITY OF TWO RIVERS CITY COUNCIL

PUBLIC UTILITIES COMMITTEE Tuesday, June 2, 2020 5:30 P.M.

City Hall: Third Floor - COUNCIL CHAMBERS

MINUTES

Call to Order

Roll Call - Committee members present: Bonnie Shimulunas, Bill LeClair, Adam Wachowski Staff Present: Greg Buckley (City Manager), James Mc Donald (City Engineer/ Public Works Director), Scott Ahl (Civil Engineer II), Dave Casebeer (WWTP), Ross Blaha (Water Utility), Ken Kozak (Electric Utility), Brian Dellman (Electric Utility), Rick Powell (IT)

Review and Approval of Minutes – Motion by Erin Gonnerman, seconded by Bonnie Shimulunas, to accept the minutes as presented. Motion carried upon unanimous voice vote

2020 CWF and SDWF Street Utility Project

- **25**th **and Madison Street Projects -** cancelled for this year; funding was turned back over to State (loan and PF); NOI submitted previously for 2021 queue as a place holder.
- plan on submitting 25th St, Madison St,24th St and utility projects for 2021; projects impact budgets for Storm, Sanitary and Water Utilities and General Fund as well.
- DNR funding typically low interest loan and principal forgiveness (usually 30% of respective utility); private services are paid by property owner
- need to notify residents in advance of project with estimated costs, including special assessments and private services
- staff asked to present a proposed letter to property owners for review at next committee meeting

Wastewater Utility:

Phase 2 – expect to complete work by end of August, 2020

- Contractor had over spray from painting of digester cover affected Public Works parking area **Review of 2019 CMAR Report**
- Annual precipitation average 19"; Actual 2018=38"; 2019=42"; increased precipitated = increased influent 0.790% of plant rating
- Also, increase in BOD loading leads to "F" rating on influent
- Part of increased flows due to illegal sump pump connections; would need to install mini sewers
- "D" rating on biosolids due to application of sludge; did not have enough farm fields available when sludge was applied due to poor/wet field conditions
- Other areas of record were received an "A" rating

Collection System issues and status Flows were recently as high as 8.1 MGD. Noted the plant is rated at 3.1 MGD

Clear Water Removal, Clean and Televise collection system BOD concentration

Motion by Adam Wachowski, seconded by Bonnie Shimulunas, to recommend to Council to approve CMAR resolution. Motion carried upon unanimous voice vote.

Other capital projects in upcoming years: replacement of 2+ electrical panels at lift stations and replacement of belt press.

Electric and Telecommunications Utilities:

- New Rates have been on May Utility bills; last rate increase was in 2015; current rate increase is 4.48%
- Comparison of Manitowoc and Two Rivers rates (along with WPS and WBC)
 - both utilities have had rate adjustments since 2010
 - both utilities have PCAC adjustment
 - power purchase is performed on wholesale supplier, purchase power contract
 - Two Rivers is part of WPPI, part of 51 members
 - cost of WPPI power has decreased since 2014

- comparison of 10 year monthly electric charges for 600 Kwh including PCAC charge; comparison of annual costs
- TR W&L electric consumptions have decreased by 5% 6.58%; decrease in consumption from 2014 to 2019
- Noted current Manitowoc decrease of rates due to decreased energy usage due to reduced load
- If purchased through different supplier, lose Northstar (billing program, tracks metering and rates, AMI information)
- Current contract through 2055
 - Manitowoc has different load profile (more industry)
 - Need to provide information on comparison if power was purchased from another supplier
 - Regulations requiring reduction of carbon emissions (i.e., solar, wind, biogas)
 - Need to get provision of WPPI contract and compare costs if power was purchased from another supplier (GLU, Dairyland)

Water Utility:

Projects: attempting to obtain funding (state, federal); decisions made for lead laterals and street replacement; will continue to replace some lead services at a reduced rate per year; budget cost = 1/3 water production, 2/3 distribution costs

Corrosion study interim report update: reduce chlorine injection prior to membrane and increase chlorine after membrane

Discuss Main replacements for 2020 and 2021.

Other Issues: working on reducing costs through reduced staffing; Utiltiy rates are still impacted by reduction of sale volume, yet infrastructure still needs to be maintained; continue to attempt to reduce chlorine by-products in distribution system

Storm Water Utility: Review storm issues at Joint Committee meeting, Wed, June 3rd, at 5:15pm

Set Date, Time, and Agenda Items for next Committee Meeting

Next meeting will be held Tuesday, July 7, 2020 at 5:30 P.M.

Adjournment

Motion by Adam Wachowski, and seconded by Bonnie Shimulunas, to adjourn at 7:26 pm

CITY OF TWO RIVERS CITY COUNCIL

PUBLIC WORKS COMMITTEE AND PUBLIC UTILITIES COMMITTEE JOINT MEETING

Wednesday, June 3, 2020 – 5:15 P.M. City Hall: Third Floor – COUNCIL CHAMBERS

MINUTES

Call to Order

Roll Call - Public Works Committee: Darla LeClair, John Casavant

Public Utilities Committee: Bill LeClair, Bonnie Shimulunas, Adam Wachowski

Staff: Greg Buckley (City Manager), Jim McDonald (City Engineer/Public Works Director), Scott

Ahl (Civil Engineer II), Kim Graves (City Clerk), Dave Dassey (IT)

Public and Invited Guests: Mark Bittner, Nick VandeHey (McMahon Assoc), Shawn Jandrey (McMahon)

Review and Approval of Minutes

Motion by John Casavant, and seconded by Darla LeClair, to approve minutes as presented. Motion carried upon unanimous voice vote.

- **Greg Buckley:** Storm management requirements based on city wide Storm Water Management Plan, which was prepared based on DNR requirements, and revised in 2012. Current project which is being considered at this time is Riverview Pond. Land purchase was approved September 24, 2018, with unanimous council approval. City purchased based on Phase I Environment Site Assessment, which concluded no environmental concerns. The Phase I report included information on soil borings conducted in 1992, and 2018.
 - Another issue recently raised was operation of tannery; records search indicated no tannery was located on this site. A tannery was located approx. 1 mile north, just south of 45th St/Tannery bridge
 - Excavations conducted in April 2020, found materials typical of household waste, including bottles, newspapers, and boots, and cinders.
 - Noted a Facebook post from former owner of northern part of city acquired purchase; former owner clarified he only owned northern part and only found broken concrete, which deterred him from building upon that site. Test excavations on this northern part of the site did not find municipal solid waste.

Nick Vande Hey of McMahon Associates: Contacted DNR about potential to leave solid waste on site; DNR stated state regulations require disposal of waste if excavated (not able to keep on site); review of other options to attain storm quality. Summary of options to meet DNR requirements is provided below:

Pond Name	TSS Pounds Removed per year	Approx Capital Cost (2020 base)	20 Yr Avg Annual Cost per Lb TSS	Wetland Potential	Solid Waste Potential
Washington Park Pond	4,321	318,000	4.33	Possible	Likely
Riverview Pond (w/ solid waste)	14,922	1,225,000	4.42	Avoided	Present
42 nd St Pond	19,343	1,720,000	4.77	Likely	Possible
32 nd St Pond (not needed if Riverview Built)	3,797	360,000	5.46	Likely	Unknown
Wilson Pond	11,049	1,117,000	5.47	Likely	Possible
Vietnam Vets Park	14,433	1,501,000	5.65	Likely (River Dredgings)	Unknown

Packet Pg. 110

27 th Street	12,837	1,443,000	5.90	Possible	Possible
(Paddlers					
Park)					
49 th St Pond	4,173	478,000	6.53	Unknown	Unknown
(north of city					
limits)					
Riverside	4,874	585,000	6.76	Unknown	Unknown
Eggers Pond	5,369	670,000	6.85	Avoided	Minimal
26 th Pond	4,542	581,000	7.01	Possible	Unknown
(not needed if					
27 th Pond is					
built)					
Mahogany	1,496	199,000	7.72	Likely	Unknown
Pond					

Street sweeping – compared mechanical, high efficiency street sweeper; with or without parking control; frequency (1x per week, 2x per month). 1x per week requires more manpower, and equipment. Phosphorus – spring: seed/pollination of trees; fall: leaves from trees

Other ways:

<u>Water Quality Trading</u> - either trade with WWTP, agriculture; typically factor of 3 to 1. Economics not known at this time

Adaptive Management (NR 217) – needs to be initiated by WWTP; some groups coalition with farmers (Sheboygan Co., Brown Co., Outagamie Co.) can be different practices, different farm equipment

- Sampling is required Ag land = 1.24lb/acre,yr; urban=0.63lb/ac.yr, natural 0.09 lb/ac.yr
- Need 2-3 acres/cow; 1 cow = 18 people; Green Bay and Madison WWTP

Existing Ponds have not had sediment monitoring yet. Currently, not under regulatory requirement. TMDL will implement a requirement. Typical 20-year compliance schedule, which can be based on other communities. Expect 40% TSS reduction, if not more. However, standards for this area are still in development

Polled committee members on thoughts about Riverview Pond, and how to handle solid waste.

- B. Shimulunas ask legislatures about exception to keep waste on site
- D. LeClair ask legislatures about exception to keep waste on site
- B. LeClair need to get rid of 80% of additional \$700,000 to consider
- A. Wachowski can't hurt to ask to keep waste on site.

Motion by D. LeClair, seconded by Wachowski, to recommend to consideration of project award to city council, contingent on DNR would need to grant permission to allow solid waste on site and cap soils. Motion carried upon unanimous voice vote by both committees.

Adjournment of Public Utilities Committee at 8:00pm.

Utility payment drop box for drive up customers – Discussion to install payment drop box south of City Hall, along East Park Street, to allow utility payment drop off, without getting out of vehicle. This would eliminate two 15-minute parking spots on East Park Street to accommodate

Motion by Casavant, seconded by D. LeClair to recommend to council the elimination of the two 15-minute parking spots on East Park St. to accommodate a drive-up drop box. Motion carried upon unanimous voice vote.

Date, Time and Agenda Items for next Public Works Committee Meeting

Next meeting will be held on Wednesday, July 1, 2020 at 5:45 pm

Adjournment:

Motion by John Casavant, seconded by Darla LeClair, to adjourn 8:05pm

City of Two Rivers Plan Commission

Monday, June 8, 2020 5:30 PM City Hall Council Chambers

Minutes

1. Call to Order

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

2. Roll Call

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

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

3. Action Items

A. Request for Change in Zoning from R-3 Residence District to I-1 Industrial District for 0.92 acres of land adjacent to 251 Taylor Street, submitted by Ryan Koch, TDB Investments, LLC (owner)

Motion to recommend the change in zoning and forward to Council for public hearing. Upon a roll call vote, motion carried.

RESULT: RECOMMENDED APPROVAL [UNANIMOUS] Next: 6/15/2020 6:00 PM

MOVER: Adam Wachowski, Commissioner

SECONDER: Rick Inman, Commissioner

AYES: Buckley, Inman, Koach, Loden, McDonald, Pangburn, Wachowski

B. Resolution Authorizing Additional On-Premise Identification Signage for Van Der Brohe Arboretum, 3800 Lincoln Avenue, submitted by John Durbrow (Director)

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

Plan Commission Minutes

RESULT: RECOMMENDED APPROVAL [UNANIMOUS] Next: 6/15/2020 6:00 PM

MOVER: Connie Loden, Commissioner **SECONDER:** Jim McDonald, Commissioner

AYES: Buckley, Inman, Koach, Loden, McDonald, Pangburn, Wachowski

4. Adjournment

A. Motion to adjourn at 5:47 PM.

RESULT: APPROVED VOICE VOTE [UNANIMOUS]

MOVER: Rick Inman, Commissioner SECONDER: Eric Pangburn, Commissioner

AYES: Buckley, Inman, Koach, Loden, McDonald, Pangburn, Wachowski

Vicky Berg, Recording Secretary

FROM:

DATE: June 9, 2020

TO: Gregory Buckley, City Manager

City Council

Kim Graves, City Clerk Jun Brawls **Beverage Operator Applications SUBJECT:**

On May 4, 2020 the City Council approved the City Clerk to issue Beverage Operator Licenses. To date I have processed 53 Beverage Operator Licenses after Police Chief Kohlmeier signs off after performing the background check.

Below is the list of licenses issued:

BEVERAGE	OPERATOR LICENSES ISSUED FOR MONTH	H OF MAY, 2020	
NAME	ADDRESS	1 YEAR/2 YEAR	
Robin Bergman	795 N Melcorn Circle, DePere	2 year	
Robin Blackwell	1717 14th Street, Two Rivers	2 year	
Linda Kruck	1119 16th Street, Two Rivers	2 year	
Kay Nickels	4314 Bellevue Place, Two Rivers	2 year	
Elizabeth Schneider 2615 Lincoln Ave, Two Rivers		2 year	
Jordan Walesh	1030 S 39th Street, Manitowoc	1 year	

BEVERAGE OPERATOR LICENSES ISSUED FOR MONTH OF JUNE, 2020							
NAME	ADDRESS	1 YEAR/2 YEAR					
Kimberly L. Barbarossa	1624 29th Street	2 year					
Ellen Baur	2606 West Street, Two Rivers	2 year					
Steven Becker	134 Riverview Dr, Manitowoc	2 year					
Shalyn Behnke	3509 Mishicot Rd	1 year					
Billie Jo Bell	1113 School Street	2 year					
Eric N. Bertler	1221 South 22nd Street, Manitowoc	2 year					
Gabriel Chase	2215 13th Street	2 year					
Prasad Chitluri	4730 Elm Brookway, Brookfield	2 year					
Cathy Coenen	936 North 13th Street	2 year					
Cheryl Decker	2515 39th Street	2 year					
Marika Denk	3206 Parkway Blvd	2 year					
Emily Duvall	1442 Hawthorne Avenue	2 year					

Jane Engeldinger	1921 32nd Street	2 year
Anthony Fischer	918 North 21st Street, Manitowoc	2 year
Brenda Fischer	1403 Hamann Rd, Manitowoc	2 year
Danielle Frahm	1624 24th Street	2 year
Paul Francisco	2816 45th Street	2 year
Tami Francisco	2536 36th Place	2 year
Geraldine Genrich	1813 Jackson Street	2 year
Dwight Gibson	2615 Forest Avenue	2 year
Ronald Gordon	3111 45th Street	2 year
Carrielynn Hawkins	1807 21st Street	2 year
Meghan Jackson	1822 12th Street	2 year
Wayne Klein	1922 32nd Street	2 year
Amanda Kronforst	2600 West Street	2 year
Jana Leicht	1324 South 31st Street, Manitowoc	2 year
Mercedes Lopina	1710 Meadowbrook Dr, Manitowoc	2 year
Lynette Mackie	144 Taylor Street	2 year
Maria Matejka	1209 Columbus Street	2 year
James Mitchell	1513 25th Street	2 year
Jodie Mueller-Ricker	1805 21st Street	2 year
Brooke Payette	4321 Columbus Street	2 year
Zachary Peterson	1611 27th Street	2 year
Jason Prahl	2113 LaFollette Ave, Manitowoc	2 year
Terry L. Resch	913 Raton Court, Manitowoc	1 year
Samantha Schroeder	1802 18th Street	2 year
Brandon Schwake	4100 Tannery Rd	2 year
George Shimulunas	2404 Memorial Dr C1	2 year
Robert Sisel	3021 Maplewood Rd	2 year
Cynthia Sommers	3046 Memorial Drive	2 year
Tanya Spurlock	1616 22nd Street	1 year
Devin Stevens	1309 South 19th Street, Manitowoc	2 year
Jody Stradal	1348 Kellner Street, Manitowoc	2 year
Resham Timilsaina	3337 Mishicot Rd	2 year
Manuel Torres	1900 30th Street	2 year
Youa Vang	4025 Oakdale Ct, Sheboygan	2 year
Russell Walesh	4522 Laurie Lane	2 year
		-

Two Rivers Electric Department Monthly Report For June 2020

Electric Consumption in KWH:

This Month: May Data

	2015	2016	2017	2018	2019	2020	%Change from 2015-2020	%Change from 2019-2020
_								
	6.215.635	6.140.567	6.249.758	6.388.485	6.236.992	6.014.042	-3.24%	-3.57%

Year-to-Date:

2015	2016	2017	2018	2019	2020	%Change from 2015-2020	%Change from 2019-2020
34,467,604	33,359,242	33,076,602	33,737,220	33,575,356	32,828,190	-4.76%	-2.23%

Cost of Electricity Purchased in Dollars:

This Month:

2015	2016	2017	2018	2019	2020
\$ 543,897,21	\$ 480 927 36	\$ 459 700 00	\$ 418 056 00	\$ 416 366 00	\$ 422 064 10

\$/kWh %Change from 2015-2020 %Change from 2019-2020

	\$0.0875	\$0.0783	\$0.0736	\$0.0654	\$0.0668	\$0.0702	-19.80%	5	5.13%
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10.C.2.b

Attachment: Electric Report 06-20 (2675 : Department Reports)

Two Rivers Electric Department June 2020 Monthly Report

Large Work Orders Worked on during May:

Location Description of work performed

Pole replacements	Remove facilities / transfer lines and equipment
Eastside regulator upgrade	Install controls and switches
Banners, beach shelter, gulls	City work
New service	Cobblestone hotel, Woodland dunes customer requests

Outage/callouts	Location	Duration	Cause if known
Callout	2811 18th St.	N/A	Tripped main breaker
Callout	2310 School St.	N/A	Truck knocked down phone wire
Callout	34th & Mishicot Rd.	N/A	Broken Power pole
Callout	923 Sunset Ct.	N/A	Bad main breaker
Callout	Columbus Substation	N/A	ATC Substation switching

Number of Services Upgraded or Changed: 3

Number of Electric Meters Installed: 8

Total Number of Electric Meters Tested: 6

Service Disconnects & Reconnects Normal Hrs: 10

INSPECTIONS DEPARTMENT

MONTHLY SUMMARY MAY 2020

	Permits Issued		Permit		Projec	t Value	
	Month	YTD	Month	YTD	M	onth	YTD
Building (residential)	37	92	3,320	8,780	2	89,822	791,567
Building (commercial)	1	10	110	2,880		10,820	1,620,465
Electrical	8	61	335	4,385		4,875	406,500
Heating	26	82	1,820	5,390	3.	48,971	761,661
Home Occupation	-	-	-	-		-	-
Moving	1	1	50	50		4,793	4,793
Plumbing	6	40	905	5,280	20	07,225	502,212
Sign	-	7	-	350	- 1	_	38,754
Tank	-	-	-	- 1	- 1	_	- 1
Wrecking	-	2	-	112		-	54,400
Totals	79	295	6,540	27,227	86	66,506	4,180,352

YTD Comparison	Permits Issued		Permit Revenue			Project Value		
	2020	2019	2020	2019		2020	2019	
Building	102	85	11,660	10,750		2,412,032	1,028,364	
Electrical	61	78	4,385	4,370		406,500	113,590	
Heating	82	53	5,390	3,634		761,661	617,767	
Home Occupation	-	-	-	-		-	_	
Moving	1	-	50	- 1		4,793	- 1	
Plumbing	40	38	5,280	3,610		502,212	98,203	
Sign	7	8	350	400		38,754	7,650	
Tank	-	1	-	-		·-	-	
Wrecking	2	4	112	158		54,400	8,535	
Totals	295	267	27,227	22,922		4,180,352	1,874,109	

Other Activities

Received and responded to requests for information from the general public and staff Prepared notices, ordinances & related documents for public hearings

Prepared agenda packet and minute for Board of Appeals meeting

Attachment: TRFD May Report 2020 (2675: Department Reports)

	-	May 2020		-		
		Monthly	/	Year to D	Date 2020	Year to Year 2019
	Total Incident Responses		151		752	866
EMS Response	Total EMS Incidents		141		683	794
-	Total Patients		122		457	594
	On Scene		98		628	462
	Interfacility Transports		43		252	357
	Intercepts		0		3	10
	Other		0		0	4
EMS Revenue	Date of Service Report	Monthly		Year to [Date 2020	Year to Year 2019
	SDC and TRIP Revenue	\$5,963.62		\$23,2	56.83	\$49,128.79
EMS Operations	Charges	\$190,231.00		\$675,	998.04	\$805,133.10
Billing	Payments	\$48,804.70		\$296,	351.99	\$376,628.09
Information	Adjustments	\$62,646.49		\$220,0	018.60	\$329,081.60
Chan	ge + or - in Accounts Receivable	\$78,779.81		\$159,0		\$99,423.41
	Monthly Collection Percentage	25.66%		43.8	34%	46.78%
Fire Incidents	Total Fire Incidents		11		70	76
	Structural		0		2	4
	Fire Other		1		8	2
	Unauthorized		4		6	2
	Hazardous Condition		2		19	28
	False / Cancelled		2		15	12
	Service Calls		2		10	7
Overlapping Calls		23		111		167
Occup/ Inspect	Total Inspections		10		79	39
	General	0	10		79	39
	Special/Other/Consults	0	0		0	0
		Violations	5		32	1
		Corrections	0		9	0
Training	Total Hours	504.4			2264.4	2010
	Fire Training	354.4			1604.4	750
	EMS Training	90			420	960
	Community Based Outreach	60			240	300
See attached training	g summary					
Public Education		Monthly	/	Year to D	Date 2020	Year to Year 2019

Fire Department Monthly Report

	, , , , , , , , , , , , , , , , , , , 										
Public Education			c Education Monthly		Year to Date 2020			Year to Year 2019			
Totals / Events	Staff Hours	Participants	23	5.75	40	42	61.5	290	19	54.75	260
CPR Classes	Staff Hours	Participants	0	0	0	8	19.25	55	8	19.25	55
Station Tours	Staff Hours	Participants	0	0	0	1	1	30	1	1	30
Presentations	Staff Hours	Participants	23	5.75	40	33	41.25	215	10	35.5	175

Maintenance	Monthly	Year to Date 2020	Year to Year 2019
Total Hours	258.7	1066.5	946
Building Care, Cleaning, Maintenance	60.6	328.6	460.75
Grounds Care	10.25	43.5	87.5
Vehicle Checks	149.5	569.1	492.75
Vehicle Cleaning	27.5	90.75	70.25
Vehicle Maintenance	10.8	34.5	39.1

Current Events

Breanna Szydel and Braden Schroeder completed their fire internships.

Started to return operations to pre-COVID-19

Outdoor fire training resumes

Conclusion of birthday parades, numerous thanks received for the display of community support

Jake Butler started as a POC Critical Care Paramedic.

Anniversaries

FF/P Joseph Ewert (5/1) 3 years, POC Jason Wiesner (5/23) 13 years

Monthly EMS Training Report for April 2020

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

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

Notable Events

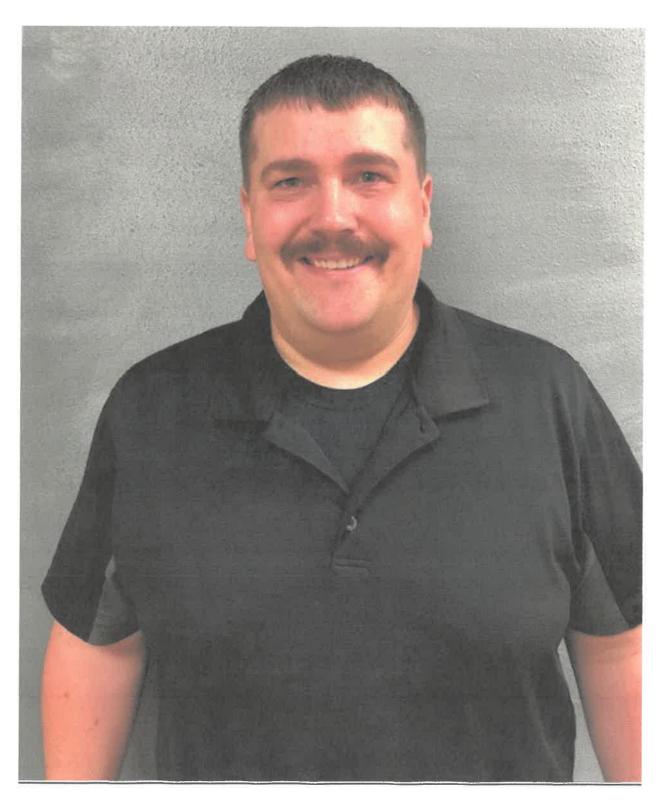
ALL EMERGENCY ORDERS FOLLLOWED

Daily COVID-19 Updates

- COVID-19 Protocols, Policies, and Education Continues (CDC and Best Practice)
- TRFD Service/TEMS Team Licensure Renewals Complete
- Daily Documentation of all PPE use and Self-Monitoring Continues
- IFT Transport Guidelines Revised to Improve Operations
- EMS Call Volume has Began to Increase
- UV Lights Began to be Used at the TRFD Ambulance/Station for Disinfection
- All TRFD Paramedics continued Paramedic/CCP Training (Guidelines Followed)
- All TRFD shifts completed QI/QA Training/Education (Daily)
- Daily collaboration with relevant community partners
- Daily communication with Medical Director
- Daily QI/QA shift EMS Education
- FF/CCP Jake Butler Started his Recruit Training for a Paid-on-Call CCP

Worth Repeating:

One of the great things about working in the City of Two Rivers is the overwhelming support from all our residents and businesses! It seems like every day there is a business, service group or family that donates something to the fire department and we truly appreciate it! There are too many people to thank but know that we love our community and all the support!



Paid on Call Critical Care Paramedic Jake Butler



EMS Call Ambulance 6/TRPD (A-Shift)

EMS: 90 hrs

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

Training hours above are conservative.

- · Continuing Paramedic/Critical Care paramedic education (Target Solutions)
- · Protocol ReviewCollaboration/Update
- · EMS Remediation based on QI/QA
- · EMS Competencies/Evaluations/Education
- · Medical Director collaborative QI/QA
- · Pod/Web Casts (Fire Engineering/EMS World)
- · Shift case studies Lecture/Target Solutions (company level EMS training)
- · Paramedic QI/QA (all reports) Krajnik/Menges/Murack/Painter
- · EMS Probationary Firefighter/Paramedics/Interns/Recruits
- · TEMS training
- · Shift Officers EMS/AMCMC Update Meetings
- · EMS Related Meetings (COVID-19)

Community Based Paramedic Outreach: 60 hours

COVID-19 PREVENTION and INFORMATION

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

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

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

- · Community Outreach visits/calls/visits
- · Collaboration with PAAW
- · Unnecessary 911 call mitigation
- · Public health meetings (COVID-19)
- Health Department Meeting updates (COVID-19)
- · Operational collaboration with various agencies
- · Phone calls to citizen's at risk
- · Collaboration with Public Health and other area agencies
- · Community Education



C-Shift Water Rescue Training

Stay Safe

For more detailed information feel free to contact me.

-Respectfully Submitted

David R. Murack

Assistant Chief

Emergency Operations/Community Outreach

City of Two Rivers Fire Department

2122 Monroe Street, Two Rivers WI, 54241

Station: <u>920-793-5521</u>

Cell: 920-901-3810

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

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

your thoughtfulness is appreciated

Mary Mary of the state of the s more than you know.

Attachment: TRFD 1 (2675 : Department Reports) may 30 for our dads goth birthday. noneld have a parade we want to thank you fer the We shought he would like it but mother saddy passed away 642 years ago. Of the end of was the memont! He had a Smile from the day he asked-" Do your you not only our backer being much for materny their a very special and momorable day with horns and sinens - what a had he idea gist how much. cherish and remember forever. He were that it was the ear to ear! Thank you very happiest he felt since my drive by that you did Dear Sir

May 27, 2020

Two Rivers Fire Department 2122 Monroe St. Two Rivers, WI 54241

Dear Two Rivers Fire Department:

Thank you for providing me with the great oppurtunity I had as part of the Tech Prep program this past school year. From walking in the front doors the first time, until the last day prior to the COVID 19 Pandemic, I couldn't have been more excited to learn about this career and start another chapter in my life. I wouldn't be where I am today without all your support in and out of school.

I am proud to announce I have successfully finished my EMT course with a score that placed me within the top 5 students of the class. I have had many mixed emotions the past few weeks from excitement and happiness for getting this far, to nerves and anxiousness for the future. I am scheduled to take my written EMT national registry June 12th, and my verbal national registry July 11th. I am also excited to start my firefighting classes in September.

Reflecting back on the time I spent at the Fire Department, I never realized how much all of you have impacted my life in so many different ways until I wasn't able to come to the station anymore due to the Pandemic. Just to name a few; teaching me about various items on the rigs, helping me understand situations on calls, training me with new workouts and so much more! Every day I came in was truly a gift from God. Being able to have the hands-on experience I did was one that many people wish to have. This opportunity made my choice of becoming a Firefighter Paramedic a future goal.

Prior to attending the Fire Department, I knew this was a career I wanted to pursue. Once I was able to experience how the life of a Firefighter Paramedic lives, it made me fall in love with the career even more than I already had. My future goal in this career is to become the first female Firefighter Paramedic in Two Rivers. As of right now I am on track to be completed with my schooling in December of 2023!

I would like to thank you once again for the opportunity and memories I made and cannot wait until next year to make and learn more!

Bollama B & mydel

With kind regards, Your high school shadow,

Breanna Szydel

Lester Public Library Director's Report May 2020

News

- May 13 the Wisconsin Supreme Court struck down the DHS Emergency Order 28 Safer at Home. The decision prompted many businesses, including libraries, to re-open their facilities. The ruling did not include re-opening schools. Looking to the Two Rivers School District as an example for re-opening possibilities, the Two Rivers School District will keep their doors closed through June 30, 2020. Following that example, the library will continue to offer curbside services through June 30, 2020.
- It is important to note that the library *is* offering services. Lester Public Library (LPL) is expanding curbside services to include Saturdays starting June 6th, 10 am to 2 pm. Another service the library provides is free Wi-Fi access. To accentuate this valuable service, LPL borrowed six benches from Two Rivers Parks and Recreation and placed them strategically around the outside of the building where the Wi-Fi signal is the strongest. Summer is the perfect time to sit in the library gardens and surf the internet. We are also looking at purchasing a Wi-Fi booster to send a stronger signal into our parking lot.
- Our Summer Reading Program has moved online utilizing Beanstack software. The
 library was moving forward with Beanstack before the coronavirus pandemic. The
 software allows patrons the ability to participate and earn rewards online, keeping
 everyone safe and healthy. All Summer Reading Program information on our website. A
 handout is put in all curbside bags.
 Beanstack is up and running, you can preregister for any of the 4 programs:
 - Adult 18+; Teen Ages 12-17; Read on My Own Ages 6-11; and Read to Me Ages 0-5.
- Library staff is constructing a plan to re-open the library. We need to ensure the safety of the public and staff alike. While curbside still exposes staff and patrons, the risk is minimalized. Opening the building, while cases of the coronavirus continue to rise in Wisconsin, is not in the best interest of the public or our staff. A major part of the plan staff is looking at metrics for opening the building. When data shows not only a leveling of coronavirus cases, but a significant downward trend and then followed by a two week evaluation period to make sure that downward trend is true are we willing to consider opening the building for the public. The overall plan is not finalized and we will share with the board when finished.
- With some libraries in the Manitowoc Calumet Library System (MCLS) opening, delivery
 to system libraries has increased to 5 days a week. This is good news in terms of
 borrowing materials from libraries within our system.
- Statewide delivery of library materials has not resumed. Once statewide delivery begins
 we can reinstate interlibrary loan services (ILL). ILL has been suspended since midMarch.
- Currently, all materials returned to the library, or received from MCLS member libraries, sit in quarantine for a period of 24 hours before LPL staff handle those items.

Curbside Pick Up- Monday through Friday, 10 am to 5 pm; Saturday, 10 am to 2 pm:

Once you receive notification that you have items to pick up:

- 1. Drive to the library for curbside pick up between 10:00 AM and 5:00 PM Monday-Friday. Have your library card number ready!
- 2. Pull in to one of the three numbered parking spots (look for signage). You may have to wait in line if a numbered spot is unavailable.
- 3. Once in a numbered spot, call the library at (920)793-8888 to let us know you have arrived. If your call is directed to voicemail, please do not leave a message; just wait a couple of minutes and call back.
- 4. Library staff will ask for your library card number, verify your address and phone number, and confirm the items that are available for pick up. Tell staff which spot number you are parked in and the color of your vehicle.
- 5. Library staff will then check items out to you and deliver to your vehicle. Remain in your vehicle and open your trunk so the staff member can place items in your vehicle.
- 6. Walkers and cyclists are welcome! Follow above directions as if you are in a vehicle ("park" in a numbered space and phone us). We'll deliver your items practicing safe social distancing.

Library staff will not:

- accept return materials; please use the book drop before or after your curbside pick up.
- o take requests at curbside.
- o issue library cards or accept fine payment curbside.

Want to place items on hold for curbside pick up?

- Reserve items through our online catalog: https://mani.ent.sirsi.net/client/en_US/mcls/?
- Call the library's Help Desk at (920)793-7114. To speak with a staff member, call between 10:00 AM and 5:00 PM. After hours, leave a voicemail with your request(s).
- **Email** the Help Desk at lesref@lesterlibrary.org and list your request(s).

Library staff WILL

- o pull a collection of books and materials for children of any age.
- o provide suggestions for materials if you do not have specific titles in mind.
- o provide tax forms if currently available at the library.
- need at least two hours' notice to pull any materials for pick up.
 - Requests made after 3:00 PM will be available the next business day.*
 - Requests made by email or voicemail during hours the library is closed will be available after 12:00 PM the next business day.*

*If materials are coming from other libraries, same- or next-day availability may not be possible. We will notify you when your items are ready to pick up.

<u>Library Foundation</u> – No Report

Library Legislation – No Report

Activities

- 5/04/20 Ben Meinnert, Assistant Police Chief, Swearing In Ceremony, City Hall
- 5/04/20 Officer Brad Dimmick Life Saving Award Presentation, City Hall
- 5/04/20 Virtual City Council Meeting
- 5/06/20 Officer Tim Culligan Retirement Ceremony, City Hal
- 5/06/20 Virtual Educational Horizons Board Meeting (Two Rivers School District)
- 5/08/20 Virtual Kites Over Lake Michigan Board Meeting
- 5/08/20 Virtual Manitowoc Calumet Library Automated Resource Sharing Consortium (LARS) Participants Council Meeting, with Chris Hamburg and Marie Bonde
- 5/12/20 Virtual Lester Public Library Board Meeting
- 5/13/20 Lester Public Library All Staff Meeting
- 5/13/20 Virtual City Department Heads Meeting
- 5/14/20 Virtual City Branding Committee
- 5/15/20 Virtual City Department Heads Meeting to Discuss County COVID-19 Guidelines and City's Plans for Re-Opening
- 5/15/20 Virtual Manitowoc Calumet Library Automated Resource Sharing Consortium (LARS) Participants Council Meeting, with Chris Hamburg and Marie Bonde
- 5/15/20 Law Enforcement Police Officer Memorial, 22nd Street Bridge
- 5/18/20 Virtual City Council Meeting
- 5/27/20 Virtual City Department Heads Meeting
- 5/27/20 Virtual Manitowoc Calumet Library System Board Meeting
- 5/27/20 Virtual City Council Work Session
- 5/28/20 Call with Ned Guyette, President, Lester Public Library Board of Trustees
- 5/28/20 Lester Public Library Management Team Meeting
- 5/29/20 Virtual Kites Over Lake Michigan Board Meeting
- 5/29/20 Virtual Manitowoc Calumet Library Automated Resource Sharing Consortium (LARS) Participants Council Meeting, with Chris Hamburg

Jeff Dawson, Director, Lester Public Library 6/01/2020



Parks and Recreation Department

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

Date: June 11, 2020

To: Greg Buckley

CC: City Council, Recreation Staff, Advisory Recreation Board

From: Tammy Stadler

Subject: Recreation Department May Report

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

Senior Center Programs 4,285
 Building Rentals 16
 Recreation Program 35
 Total building usage 4,336

The J. E. Hamilton Community House was open **0** days in the month of **May** for an average daily usage of **0** people per day.

April Program & Facility Reservation Cancelations / Refunds Due to COVID-19 Facility Closure

Recreation Programs CH Facility Reservations Fitness Center	29 programs 38 Daily Drop-In	1250 participants (approx.) 517 participants (approx.) 300 participants (approx.)
Senior Center Programs Senior Center TRUST Car	31 programs Daily Rides	1770 participants (approx.) 350 participants (approx.)
CH Reservation Rescheduled	4	820 participants (approx.)

Senior Center

- 1052 Cold Bag Lunches were delivered to Home Delivered Meal recipients in addition to the hot meal through a stimulus program supplied by the State of WI and ADRC of the Lakeshore.
- Continuing with the added meal routes for Mishicot and Two Rivers
- Social Media Daily Exercise Class & Weekly You Tube Movies.
- Memorial Day Pie Fundraiser Prepared & Sold 210 pies. Total profit \$1,043.53
- Continuing Wellness and Birthday calls and mailed May Birthday cards
- May newsletter Mailed, Emailed, Dropped off to local businesses & available outside of the building during business hours.
- Mailed two informational letters to members.
- Canceled our Annual Health & Fitness Day Possible reschedule in fall
- Canceled 5-day bus trip to Michigan's Tulip Festival
- Canceled 9 Chorus Spring Performances at various senior living facilities throughout Two Rivers and Manitowoc

Special Events & Athletics

- Updated 2020 Special Events Application, TR Event Calendar and 2020 Street Closure List
- Sent background checks through for youth volunteer coaches to PD Dept
- Farmer's Market Applied for and Received the WIC and Senior FMNP for Two Rivers market 2020
- Organized Memorial Day virtual display-- Tribute to our Military in Central Park-sold 208 Luminary kits totaling of \$1040- minus expenses of \$225 total profit of \$815 to be donated to VFW and American Legion
- Filled out National Farmer's Market Manager Survey for 2020 and received state regulations for 2020 season. Updated all FM vendors with rules and regulations for this season starting May 23, 2020
- Invoices printed and Thank you cards written for all sponsorship donations received for special events
- Reviewed YEP fund Policy and Procedures
- Completed Registration for Manitowoc Youth County Sports (MCYS) and MYBA – softball
- Put together Baseball and Softball team rosters 2020 and Ordered baseball and Softball equipment
- Contacted Health Department for updates, rules and regulations for 2020 on Two Rivers P&R running the concession stand at Vietnam Veterans Park.
- Created letter / email for all baseball and softball youth parents with the guidelines of this season, when it would be able to start and the option to opt out or stay in. All information used was in conjunction with the recommendations from local organizations that we work with for these leagues, CDC, the Health Department, along with our safety measures that we are implementing
- 5/27 Meeting with Mr. Buckley on Rec Programming and Reopening plans for the building

Parks/Cemeteries/Forestry

- Ongoing tree removal Paragon clean up
- Planted flowers and flagging for Memorial Day
- Replaced water heater and some cracked water lines Woodland Dr bathroom
- Sneeze guard placed in Senior Center Volunteer Desk
- Fountains cleaned and operating
- Mulched central park
- Redid flower bed Washington Park
- Resurfaced cutting boards Vets Fishing Cleaning Station
- Removed guard rail from parking lot @ Community House for re-black topping
- Replacement of Toddler Slide that was damaged from Tree Neshotah Park
- Resurfacing of Purple Ballfield Vietnam Memorial Park
- Tree Complaints and branch clean up on going
- Started cutting long grass complaints throughout city

Recreation

- 3 phased reopening plans for general recreation programs
- 3 phased reopening plans for outdoor soccer programs
- 3 phased reopening plans for youth football programs
- Reevaluating dates for programs have moved programs to work with reopening plans (June 15th)
- Visuals for parks & programs & FB events
- TR Community impact survey for programs and events
- DIY at-home craft kits, positive feedback from participants. Revenue \$48
- 50 miles in 50 days- Extremely positive feedback from participants
- Youth Quarantri- Youth virtual triathlon
- Started virtual Passport to summer, free activity guidebook for kids in the Two Rivers Community (Will launch in June)

Administration

- Community House COVID-19 Closure through May
- Issued refunds or account credits for the cancelation of the month of May for Facility reservations and Recreation programs
- Finishing hiring of Seasonal Employees for park and cemetery maintenance
- Prepare for Advisory Recreation Board meetings to resume in June

J. E. Hamilton Community House Program Rental May 2020

Programs (Senior)	Number	Room	
Arts & Craft Classes	110111001	Behringer Room	
Benefit Specialist/Medicare Review		Koska	
Bingo		Koska	
Blood Pressure Clinic		Koska	
Book Club		Library Conference Room	
Books & Puzzles		Library	
Bowling League (Resumes in Fall)		Koska	
Bowling - Wii		Koska	
Card Creators		Library	
Chorus		Library	
		Koska	
Dartball (Resumes in Fall)			
Dominos		Library	
Exercise - Arthritis		Behringer Room	
Exercise - Drumming for Fitness		Behringer Room	
Exercise - Line Dancing		Behringer Room	
Exercise - Morning Walking		Gym	
Exercise - Silver Sneakers		Behringer Room	
Exercise - Simply Seniors		Gym	
Exercise - Zumba Gold		Gym	
Exercise - Zumba Gold Chair		Gym	
Foot Care Clinic		Conference Room	
Frustration Game		Koska Room	
Information & Assistance	1125	Koska	
Knit & Stitch		Library	
Legal Counsel (via phone)	2	Conference Room	
Mahjong		Library	
Meetings - Friends Board & COA		Conference Room	
Movie Matinee		Koska	
Newsletter Assembly		Koska	
Nutrition: Noon Lunch		Koska	
Nutrition: Meals on Wheels	1858		
Nutrition: Cold Lunch Bag Delivery	1052		
Presentation		Koska	
Quilting		Library	
Red Hattitudes		Library	
Sheepshead/Cribbage		Koska	
Special Event - Health & Fitness Day			
Special Programs		Koska	
Tax Assistance		Behringer Room	
Trips		Koska	
TRUST Transportation			
Visitors**	163	Koska	
Volunteer (Kitchen, Office, Newsletter, Etc)	85		
Participants usage at J.E.H.C.H.	4285		
Closed Memorial Day, Monday 5/28	.230		
*One day closed Holiday			
Volunteer Hours Recorded @ Senior Center	165.5		
Number of Individual Volunteers @ Sr. Ctr.	34		
Trainibol of individual volunteers & Of. Off.	34		
Drop In**			
**Drop in Register, often don't attend activitie	as just stop to	see who is here	
and if there is anything they are intetersted in			
Total # Contacts Records	5,573		

J. E. Hamilton Community House Program Rental May 2020

Total # People in Contact	134	5	
Total # New Contacts	1:	2	
Rentals			
TR Branding Meeting	1	6 Gym	
Rental Usage Total	1	6	
Programs (Rec)	,		
50 Miles / 50 Days	35*	Virtual	*May 1 thro
			Deadlin
Program Participation Total	3	5	
Front Desk Inquiries			
Park Rentals			
Beach House			
Central Park			
Horseshoe			
Jaycee/1 Rental			
Neshotah/			
Riverside/			
Vets Park			
Vietnam			
Walsh			
Washington			
Zander		0	
Total Park Rental		0	

20 Public Works/WWTP Tracking	2020		20	019
	May	Year-to-Date	May	Year-to-Date
NGINEERING 2020				
Landfill Leachate Pumpage (gallons)	966,150	3,964,149	1,266,401	4,361,89
Precipitation	5.41	13.01	4.43	15.6
Number of Encumbrance property checks	23	110	27	12
TREET DIVISION 2020 (Manhours)	May	Year-to-Date	May	Year-to-Date
Work for Engineering	May	7 cur-to-Date	16	25 25
Shop/Vehicle Maintenance	319	2,121	417	1,02
Street Maintenance	129	379	156	4(
Street Cleaning	101	322	58	10
Street Signs/Painting	56	395	68	2:
Snow & Ice	15	777	36	1,4
PT Snowplowers		292		6
Bridges		11	2	
Old Dump/Landfill/River Sediment			8	
17th Street Bridge opening	19			
Storm Sewers				
Refuse/Garbage	36	36	2	
Recycling/Leaf Collection		53		
Weed Cutting			5	
Work for Others	390	1,509	420	6
Special Events				
PBS Sewers	8	39	3	
Salted Streets				
Plowed all city streets				
Open 17th Street Bridge	82	227	65	2
ASTEWATER UTILITY 2020	May	Year-to-Date	May	Year-to-Dat
Wastewater Treated, Gallons	132,789,000	475,762,000	95,604,000	382,161,0
MONTHLY AVERAGE: Daily Flow, Gallons	4,284,000		3,084,000	
MONTHLY AVERAGE: Daily BOD, Lbs.	4,651	4,659	3,853	3,7
Plant Discharges (MONTHLY AVERAGE)				
Biological Oxygen Demand (BOD), mg/l	11.50	10.56	9.10	10.
Suspended Solids, mg/l	6.70	6.10	4.60	6.
Ammonia, mg/l	0.51	0.70	0.59	
Phosphorus, mg/l	0.23		0.18	
Fecal Coliform, per 100ml	62.00		13.00	20.
pH, Min (6.0)	7.00	6.92	6.90	6.
pH, Max (9.0)	7.50	7.16	7.10	7.
Chemicals				
Polymer, Gallons	88	440	88	4
Ferric Chloride, Gallons	2,231	11,528	2,226	11,0
Chemical Costs for the month	\$ -	\$ 24,614.10	\$ 5,969.60	\$ 27,135.0
Mishicot Payment	\$ 11,616.86	\$ 47,103.33	\$ 9,858.68	\$ 44,510.8
Emergency call-ins	7	17	5	

	0 Public Works Narrative Tasks ERING 2020
	I TOTAL EDEC
	2019 Lateral Replacement
	- Awarded Lateral Replacement project to Mammoth Construction. Project consists of replacing 53 lead
	water services and sewer service at various locations as requested by residents. Work commenced June 201
	- Contract actually replaced 74 lead service lines
	- Pavement restoration is in process by Public Works. Expect completion late summer, 2020.
_	South Pier Access Trail
	- Contract was bid on Sept.11, and awarded to Northeast Asphalt
_	- Trail and surrounding area was paved on October 23, 2019
	- City staff to perform final topsoil, seeding, and fence replacement as weather permits Sandy Bay Highlands
	Proposed work include installation of curb and gutter, and roadway paving
_	- Staff preparing plans and specs. Expected bid date of June 29
	Shoreline Protection
	- Staff is coordinating emergency shoreline protection, with installation of armor stone along Lake
	Michigan, near the DPW/Utility areas, and 22nd/Neshotah Pond.
	- Work at Memorial Drive Wayside started in late April, completed in May
	- Expect acquisition of large stone to begin in June
	- Staff and consultant are preparing final permit, as required by DNR.
	Sidewalk Repair
	- Staff is coordinating with Wicks World of Wood for replacing defective sidewalk at various locations
	in the City. Contract was signed fall 2019.
	- Work is expected to begin continue into June
	 Staff is responding to additional complaints, for which notices will be sent to affected residents.
	- An additional contract for repair of defective sidewalks will be required in summer, 2020.
	2020 Projects (Madison Street, and 25th Street)
	- Project was bid on February 27, with Advance Construction being the low bidder.
	- Project was cancelled by City due to potential pandemic issues (private home entry)
	- Staff is coordinating with consultants for funding applications, due end of June for 2021 construction
	Pivorvious Band (at 20th and Wilson Street)
	Riverview Pond (at 28th and Wilson Street) - Bid date has been pushed back to May 14 due to site issues
	- Staff and consultant are investigating site for recent developments pertaining to environmental and
	archaeological issues
	- Expect work to be performed in 2020, pending council approval
	- Funding includes UNPS, and DNR grant and loans
	Future Work
	- 24th Street (Forest Ave to Jefferson) street and utility rehabilitation expect to construct in 2021
	- Eggers/20th Street pond - design work to be performed in 2020, for potential 2021 construction.
	- Storm Lateral, and mini storm sewer work continues to be considered to help provide location for
	sump pump discharge, and reduce inflow into sanitary sewer.
	location for sump pump discharge, and reduce inflow into sanitary sewer.
<u>EET</u>	DIVISION 2020
	Tarring - Crack Filling
	Fill Sandbags For Flooding
	Weed Cutting / City Lots
	17th St. Bridge Openings (82)
	Open Outfalls - Flush 22nd St. Outfall With #70
	Hydro Vac For Other Depts.
_	Street Openings
	Remove Debris From Storm Sewer Inlets
_	PBS Sewers (8)
	Biweekly - Monthly - Annual Sewers Remove Tree At Wood Fill Seep Site
	Add Topsoil To Areas At Landfill
	Restore Grass Areas At Wayside Across From Davis St.
	Dig Test Holes At Former Eggers Site
	Backfill & Seed Areas Along Bike Trail
	Fill Potholes With Cold Mix
	Street Sweeping
	Haul Sweepings To Landfill
	Stormwater Pond Inspections
	Maintain Flags
	Sign Shop - Specialty Signs - Replace Worn / Damaged Signs Televise Sewers As Needed
	Sign Shop - Specialty Signs - Replace Worn / Damaged Signs



Municipal Electric Utilities of Wisconsin

Service. Advocacy. Safety.
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F: 608-837-0206
www.meuw.org

Two Rivers May 2020

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

SAFETY REPORT

ACCOMPLISHMENTS

- 1. Training
 - a. On line flagger training, no in person city wide
- 2. Audits/Inspections
 - a. No Inspections
- 3. Compliance/Risk Management
 - a. COVID weekly calls and spreadsheet is available, resources on MEUW website
 - b. Seasonal employee safety onboarding is available on line on request

GOALS AND OBJECTIVES

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

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

CITY OF TWO RIVERS

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ULTRAFILTRATION FACILITY MONTHLY OPERATING REPORT

ULTRAFILTRATION MEMBRANE FACILITY PRODUCTION

 TOTAL PRODUCTION
 29,488,980 GAL/MONTH

 LESS BACKWASH WATER
 4,297,950 GAL/MONTH

 WATER TO CITY
 25,191,030 GAL/MONTH

 MAX. DAILY WATER PRODUCTION
 1,072,090 GAL/DAY

 MIN. DAILY WATER PRODUCTION
 858,040 GAL/DAY

 AVERAGE DAILY WATER PRODUCTION
 951,260 GAL/DAY

TOTAL PRODUCTION WATER TO CITY

29488980 GAL/MONTH 25191030 GAL/MONTH

PUMP OPERATION

LOWLIFT PUMPS

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

HIGHLIFT PUMPS

LIEBUOAL LIGAGE

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

USED FOR PRODUCTION ONLY

POUNDS USED	PMG	PPM
0.0	0.00	0.00
3845.6	0.15	0.00
2805.6	0.10	0.00
172.4	0.01	0.00
1311.0	0.00	0.00
699.9	0.02	0.00
30 gals		

HOURS OF OPERATION PUMP HOURS PER MONTH

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

RESERVOIR OPERATIONS

		HR/MONTH		
PUMP 7	PUMP 8	PUMP 9	TOTAL	
336	0	408	744	
		7,631,000	GAL/MONT	ГΗ
		284,000	GAL/DAY	
	_	225,000	GAL/DAY	
		246,161	GAL/DAY	

REPORT PREPARED BY

DATE

Garret Wachowski / Rg 6/1/2020

Debt Service Fund Summary Financial Report April 2020

A detailed report can be provided upon request.



CITY OF TWO RIVERS 2020 MONTHLY DEBT SERVICE FUND REPORT APRIL 30, 2020 BUDGET

DEBT SERVICE F 300 REVENUE AND EXPENSE DETAIL

		PERIOD ACTUAL	2020 BUDGET	2020 YTD ACTUAL	,	OVER UNDER) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
	DEBT SERVICE							
	REVENUES							
	REVENUES							
300-41110	GENERAL PROPERTY TAX	0	2,305,271	2,305,271		0	100.00	2,445,283
300-48100	INTEREST ON INVESTMENTS	780	20,000	6,535	(13,465)	32,67	1,736
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							
		780	3,663,965	3,650,818	(13,147)	99.64	2,873,417
	EXPENDITURES							
300-58100-2950	DEBT ISSUANCE COSTS	0	0	0		0	00	2
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	18,484	0	18,484		18,484	.00	0
300-58100-6200	PRINCIPAL PAYMENTS	253	1,872,458	1,870,434	(2,024)	99.89	2,586,959
300-58100-6210	INTEREST PAYMENTS	1,815	508,218	415,609	(92,609)	81.78	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	3,393	79,789	3,393	1	76,396)	4.25	0
300-58100-6900	OTHER SERVICES	0	3,500	0	(3,500)	.00	0
	TOTAL EXPENDITURES	23,945	4,063,965	3,890,199	(173,766)	95.72	3,028,308
	REVENUE OVER EXPENDITURES - YTD	(23,165)	(400,000)	(239,381)		160,619	59.85-	(154,891)



April 2020

General Fund Summary Financial Report

A detailed report can be provided upon request.

CITY OF TWO RIVERS FUND SUMMARY FOR THE 4 MONTHS ENDING APRIL 30, 2020

GENERAL FUND

	PERIOD ACT	BUDGET	YTD ACTUAL	OVR (UND)	% OF BDGT	PR YTD ACT
REVENUE						
TAYES	0.4.07.4					
TAXES SPECIAL ASSESSMENTS	61,671	2,971,720	2,445,164.18	(526,556)	82.28	2,331,985
INTERGOVERNMENTAL REVENUE	754	109,000	48,450.37	(60,550)	44.45	72,342
LICENSES & PERMITS	163,393	4,717,382	333,369.40	(4,384,013)	7.07	328,591
FINES & FORFEITURES	7,392 10,477	279,300	31,963.25	(247,337)	11.44	36,091
CHARGES FOR SERVICE	118,874	91,900	32,909.53	(58,990)	35.81	28,098
INTERDEPARTMENTAL REVENUE	18,294	1,533,500	370,855.54 36,517.19	(1,162,644)	24.18	283,549
MISCELLANEOUS REVENUE	10,922	522,710 269,000	•	(486,193)	6.99	18,371
OTHER FINANCING SOURCES	1,812	83,720	60,563.16 29,258.27	(208,437) (54,462)	22.51	57,787
THE INVENTION OF STREET	1,012	00,720	29,236.21	(54,462)	34.95	4,485
TOTAL FUND REVENUE	393,589	10,578,232	3,389,050.89	(7,189,181)	32.04	3,161,299
EXPENDITURES						
COUNCIL	1,082	15,942	6,945.68	(8,996)	43.57	5,401
JUDICIAL	5,315	71,842	24,862.21	(46,980)	34.61	24,654
LEGAL COUNSEL	7,759	54,210	13,851.36	(40,359)	25.55	16,807
CITY MANAGER	14,921	166,282	58,486.03	(107,796)	35.17	55,049
CLERK	6,148	83,201	29,160.43	(54,041)	35.05	31,620
ELECTION	4,354	26,350	7,648.75	(18,701)	29.03	3,236
INFORMATION SYSTEMS	7,741	102,852	33,166.95	(69,685)	32.25	34,264
FINANCE DEPARTMENT	10,082	165,878	51,092.68	(114,785)	30.80	50,128
ASSESSING	10,770	110,805	41,448.88	(69,356)	37.41	36,749
CITY HALL	6,409	91,275	34,092.00	(57,183)	37.35	34,430
GENERAL GOVERNMENT	2,756	19,150	2,200.86	(16,949)	11.49	1,273
INSURANCE	23,870	321,315	96,217.88	(225,097)	29.95	105,855
POLICE ADMINISTRATION	92,593	1,380,298	470,990.68	(909,307)	34.12	478,946
POLICE PATROL	122,213	1,683,492	575,234.55	(1,108,257)	34.17	551,469
POLICE CROSSING GUARDS	0	16,855	5,417.05	(11,438)	32.14	6,217
POLICE & FIRE COMMISSION	0	5,000	.00.	(5,000)	.00	405
FIRE ADMINISTRATION	40,399	476,685	190,805.13	(285,880)	40.03	161,307
FIREFIGHTERS	108,763	1,515,500	513,599.49	(1,001,901)	33.89	548,055
AMBULANCE	24,373	519,020	173,989.48	(345,031)	33.52	200,857
INSPECTION	9,592	131,555	42,865.92	(88,689)	32.58	39,857
HIGHWAY ADMINISTRATION	15,960	190,313	74,618.58	(115,694)	39.21	68,561
PUBLIC WORKS SHOP	58,870	650,554	251,582.67	(398,971)	38.67	240,003
STREET MAINTENANCE	18,207	248,618	64,655.85	(183,962)	26.01	70,029
TRAFFIC CONTROL	4,009	64,014	16,960.23	(47,054)	26.49	19,215
SNOW & ICE	6,019	208,995	96,913.91	(112,081)	46.37	204,653
BRIDGE REPAIR/MAINTENANCE TRANSIT	1,357	44,496	4,581.46	(39,915)	10.30	7,462
WORK DONE FOR OTHER DEPTS	26,969	110,000	53,938.50	(56,062)	49.04	26,466
SENIOR CENTER	20,218	134,794	32,428.98	(102,365)	24.06	15,414
CEMETERIES	14,571	195,729	64,825.80	(130,903)	33.12	64,181
COMMUNITY CENTER	6,681 22,629	173,813 416 757	33,512.32	(140,301)	19.28	49,389
PARKS	17,076	416,757 307,927	119,546.36	(297,211)	28,68	140,853
RECREATION	13,209	298,832	56,255.78 68 958 89	(251,671)	18.27	76,881
SPECIAL EVENTS	1,650	296,632 39,544	68,958.89	(229,873)	23.08	78,688
RECREATION FIELDS	4,132	95,042	7,458.97	(32,085)	18.86	8,320
TRAILS/MEDIAN MAINTENANCE	4,132	95,042 25,105	19,664.91 .00	(75,377)	20,69	19,970
PLANNING	(95)	25,105	.00.	(25,105) 0	.00	0
ECONOMIC DEVELOPMENT	(2,317)	0	.00.	0	.00.	698
OTHER FINANCING USES	45,231	415,240	206,291.58	(208,948)	49.68	18,499
	, , , , , ,	, , 0,2-70	200,201.00	(200,040)	49.00	188,079

Attachment: April 2020 General Fund (2742: Finance Reports)

CITY OF TWO RIVERS FUND SUMMARY FOR THE 4 MONTHS ENDING APRIL 30, 2020

GENERAL FUND

	PERIOD ACT	BUDGET	YTD ACTUAL	OVR (UND)	% OF BDGT	PR YTD ACT
TOTAL FUND EXPENDITURES	773,516	10,577,280	3,544,270.80	(7,033,009)	33.51	3,683,937
REVENUE OVER (UNDER) EXPENSES	(379,927)	952	(155,219.91) (156,172)	(16,304.61)) (522,639)

GENERAL FUND DETAIL

		PERIOD ACT	BUDGET	YTD ACTUAL	0	V(UN)BUD	% OF BDGT	PR YTD ACT
	TAXES							
100-41110	GENERAL PROPERTY TAX	0	2,198,500	2,198,499	(1)	100.00	2,083,001
100-41310	LOCAL UTILITY TAX EQUIV	61,671	749,000	246,684	(502,316)	32.94	248,988
100-41320	OTHER TAX EXEMPT ENTITIES	0	20	17	(3)	83.80	19
100-41800	INTEREST DELINQ. TAXES	0	10,000	(36)	(10,036)	(.36)	
100-41900	TIF/TID CLOSE REFUND	0	14,200	0	į	14,200)	.00	, o
	TOTAL TAXES	61,671	2,971,720	2,445,164	(526,556)	82.28	2,331,985
	SPECIAL ASSESSMENTS							
100-42100	WATER MAINS & LATERALS	0	0	521		521	.00.	0
100-42300	STREET PAVING & CONSTRUCT	754	100,000	41,335	(58,665)	41.33	63,426
100-42401	OTHER SPECIAL ASSESSMENTS	0	9,000	6,595	(2,405)	73.28	8,916
	TOTAL SPECIAL ASSESSMENTS	754	109,000	48,450	(60,550)	44.45	72,342
	INTERGOVERNMENTAL REVENUE							
100-43310	SHARED ELECTION EXPENSE	0	0	0		0	.00	390
100-43410	STATE SHARED TAXES	0	3,768,673	0	(3,768,673)	.00	0
100-43411	EXPENDITURE RESTRAINT	0	194,416	0	(194,416)	.00	0
100-43412	EXEMPT COMPUTER STATE AID	0	15,023	0	(15,023)	.00	0
100-43413	PERSONAL PROPERTY AID	0	18,785	0	(18,785)	.00	0
100-43420	STATE FIRE INS TAX	0	24,000	0	(24,000)	.00	0
100-43520	STATE AID/POLICE TRAINING	0	12,000	3,121	(8,879)	26.01	2,038
100-43529	STATE AID-OTH PUB SAFETY	0	26,000	0	(26,000)	.00	0
100-43610	PAYMENT MUN. SERVICES	0	4,150	3,462	(688)	83.42	4,171
100-43710	HIGHWAY AIDS-LOCAL	141,049	564,960	282,098	(282,862)	49.93	277,192
100-43711	CONNECTING STREETS	22,344	89,375	44,688	(44,687)	50.00	44,800
	TOTAL INTERGOVERNMENTAL REVE	163,393	4,717,382	333,369	(4,384,013)	7.07	328,591

GENERAL FUND DETAIL

		PERIOD ACT	BUDGET	YTD ACTUAL	OV(UN)BUD	% OF BDGT	PR YTD ACT
	LICENSES & PERMITS						
100-44110	LIQUOR LICENSE	2.455	46,000	0.455	/ 10.545\	04.50	F 700
100-44120	BAR OPERATOR LICENSE	3,455 0	16,000 6,000	3,455 660	(12,545)	21.59	5,768
100-44125	CIGARETTE LICENSE	0	800	0	(5,340)	11.00	1,375
100-44130	BUSINESS OR OCCUPATION	0	2,000	60	(1,940)	3.00	400 555
100-44140	CABLE TV FRANCHISE	0	134,000	0	(134,000)	.00	0
100-44200	BICYCLE LIC/GOLF CART PERMIT	125	300	150	(154,000)	50.00	0
100-44210	DOG LICENSE	0	8,000	0	(8,000)	.00	3,570
100-44300	BUILDING PERMITS	1,962	70,000	12,615	(57,385)	18.02	11,498
100-44310	ELECTRICAL PERMITS	975	13,000	6,405	(6,595)	49.27	3,050
100-44320	PLUMBING PERMITS	325	20,000	3,675	(16,325)	18.38	9,165
100-44330	SIGN PERMIT	0	2,200	450	(1,750)	20.45	290
100-44340	CONDITIONAL USE PERMIT	350	2,000	2,800	800	140.00	0
100-44900	OTHER PERMITS	200	5,000	1,693	(3,307)	33.87	420
	TOTAL LICENSES & PERMITS	7,392	279,300	31,963	(247,337)	11.44	36,091
	FINES & FORFEITURES						
100-45110	MUN. COURT FINES/COSTS	2,754	70,000	13,447	(56,553)	19.21	16,347
100-45115	POLICE DEPT TRIP PAYMENTS	6,410	3,500	9,352	5,852	267.19	1,606
100-45130	PARKING VIOLATIONS	1,213	18,000	9,638	(8,362)	53.54	10,057
100-45131	UNPAID TRAFFIC JUDGEMENTS	0	400	(127)	(527)	(31.75)	89
100-45220	ANIMAL TRANSPORTS	100	0	600	600	.00	0
	TOTAL FINES & FORFEITURES	10,477	91,900	32,910	(58,990)	35.81	28,098
	CHARGES FOR SERVICE						
100-46110	GENERAL GOVERNMENT FEES	515	24,000	8,521	(15,479)	35.50	8,705
100-46111	PUBLICATIONS FEES	0	0	0	0	.00	0
100-46210	LAW ENFORCEMENT FEES	33	3,000	854	(2,146)	28.46	797
100-46220	FIRE DEPARTMENT FEES	0	2,500	250	(2,250)	10.00	1,440
100-46225	FIRE DEPT TRIP PAYMENTS	9,124	82,000	33,480	(48,520)	40.83	40,544
100-46230	AMBULANCE FEES	86,737	815,000	254,612	(560,388)	31.24	231,696
100-46240	POLICE LIAISON FEES	0	137,000	0	(137,000)	.00	(65,000)
100-46310	PUBLIC WORKS FEES	1,405	200,000	5,120	(194,880)	2.56	559
100-46540	CEMETERY PLOTS	16,450	100,000	31,800	(68,200)	31.80	12,900
100-46720	RECREATION FEES	2,458	85,000	15,779	(69,221)	18.56	31,400
100-46743	COMMUNITY CENTER	(700)	33,000	7,651	(25,349)	23.19	11,938
100-46745	SENIOR CENTER	2,852	52,000	12,787	(39,213)	24.59	8,571
	TOTAL CHARGES FOR SERVICE	118,874	1,533,500	370,856	(1,162,644)	24.18	283,549

GENERAL FUND DETAIL

		PERIOD ACT	BUDGET	YTD ACTUAL	0\	/(UN)BUD	% OF BDGT	PR YTD ACT
	INTERDEPARTMENTAL REVENUE							
100-47323	SHARED FIRE EXPENSE	0	1,000	188	(812)	18.78	102
100-47430	PUBLIC WORKS CHARGES	18,294	500,000	36,329	(463,671)	7.27	18,260
100-47440	RECREATION CHARGES	0	1,710	0	(1,710)	.00	0
100-47450	ECONOMIC DEVELOPMENT CHRG	0	20,000	0	(20,000)	.00	9
	TOTAL INTERDEPARTMENTAL REVE	18,294	522,710	36,517	(486,193)	6.99	18,371
	MISCELLANEOUS REVENUE							
100-48100	INTEREST ON INVESTMENTS	504	30,000	17,525	(12,475)	58.42	23,871
100-48120	INTEREST INCOME ON TIF ADVANCE	0	2,500	0	ì	2,500)	.00	0
100-48121	INT INC ON UTILITY ADVANCES	0	65,000	0	ì	65,000)	.00	0
100-48130	INTERST-SPECIAL ASSMTS	0	5,000	23,228	•	18,228	464.56	16,527
100-48200	RENT-CITY PROPERTY	1,622	65,000	6,900	(58,100)	10.61	11,213
100-48300	SALE OF PROP & EQUIP	274	60,000	2,524	(57,476)	4.21	5,500
100-48400	REFUND FOR PRIOR YEARS	0	36,500	0	Ċ	36,500)	.00	0
100-48440	INSURANCE CLAIMS	8,499	0	9,708		9,708	.00	0
100-48500	DONATIONS	0	0	0		0	.00	3
100-48900	OTHER REVENUES	22	5,000	678	(4,322)	13.57	674
	TOTAL MISCELLANEOUS REVENUE	10,922	269,000	60,563	(208,437)	22.51	57,787
	OTHER FINANCING SOURCES							
100-49223	TRANS FROM OTHER FUNDS	1,812	83,720	29,258	(54,462)	34.95	4,485
	TOTAL OTHER FINANCING SOURCES	1,812	83,720	29,258	(54,462)	34.95	4,485
	TOTAL FUND REVENUE	393,589	10,578,232	3,389,051	(7,189,181)	32.04	3,161,299

EXPENDITURES WITH COMPARISON TO BUDGET BY OBJECT CODE FOR THE 4 MONTHS ENDING APRIL 30, 2020

	PERIOD ACTUAL	2020 YTD ACTUAL	2020 BUDGET	OVR (UND) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
GEN GOVT ADMINISTRATION				- n	,	
CITY COUNCIL						
PERSONNEL SERVICES	1,130	4,521	13,570	(9,049)	33.32	4,521
CONTRACTUAL SERVICES	711	4,107	8,300	(4,193)		1,038
OPERATING SUPPLIES & EXPENSE	0	2,948	4,700	(1,752)		3,295
CAPITAL OUTLAY	0	0	. 0	. ,		0
ALLOCATION	(760)	(4,630)	(10,628)	5,998		
TOTAL CITY COUNCIL	1,082	6,946	15,942	(8,996)	43.57	5,401
JUDICIAL						
PERSONNEL SERVICES	5,013	21,274	66,352	(45,078)	32.06	21,110
CONTRACTUAL SERVICES	240	240	1,170	(930)		127
OPERATING SUPPLIES & EXPENSE	61	1,148	2,320	(1,172)		1,417
FIXED CHARGES	0	0	0	0	.00	0
CAPITAL OUTLAY	0	2,200	2,000	200	110.00	2,000
TOTAL JUDICIAL	5,315	24,862	71,842	(46,980)	34.61	24,654
LEGAL DEPARTMENT						
PERSONNEL SERVICES	0	0	0	0	.00	0
CONTRACTUAL SERVICES	12,932	23,086	90,350	(67,264)		28,012
OPERATING SUPPLIES & EXPENSE	0	0	0	0	.00	0
CAPITAL OUTLAY	0	0	0	0	.00	0
ALLOCATION	(5,173)	(9,234)	(36,140)	26,906		(11,205)
TOTAL LEGAL DEPARTMENT	7,759	13,851	54,210	(40,359)	25.55	16,807
CITY MANAGER						
PERSONNEL SERVICES	17,964	80,908	227,836	(146,928)	35.51	78,461
CONTRACTUAL SERVICES	9,551	14,779	29,000	(14,221)		8,075
OPERATING SUPPLIES & EXPENSE	1,757	6,920	20,300	(13,380)		9,226
CAPITAL OUTLAY	0	0	0	0		0,220
ALLOCATION	(14,351)			66,733		
TOTAL CITY MANAGER	14,921	58,486	166,282	(107,796)	35.17	55,049

EXPENDITURES WITH COMPARISON TO BUDGET BY OBJECT CODE FOR THE 4 MONTHS ENDING APRIL 30, 2020

	PERIOD ACTUAL	2020 YTD ACTUAL	2020 BUDGET		OVR (UND) BUDGET		% OF BUDGET	PRIOR YTD ACTUAL
CITY CLERK								
PERSONNEL SERVICES	7,868	37,520	104,335	(66,815)		35.96	39,979
CONTRACTUAL SERVICES	4	33	2,050	(2,017)		1.62	894
OPERATING SUPPLIES & EXPENSE	336	1,328	4,550	(3,222)		29.18	1,261
CAPITAL OUTLAY	0	0	0		0		.00	0
ALLOCATION	(2,061)	(9,720)	(27,734)		18,014	(35.05)	(10,514)
TOTAL CITY CLERK	6,148	29,160	83,201	(54,041)		35.05	31,620
ELECTIONS								
PERSONNEL SERVICES	3,355	4,130	16,000	(11,870)		25.81	2,744
CONTRACTUAL SERVICES	0	85	4,500	ì	4,415)		1.90	0
OPERATING SUPPLIES & EXPENSE	1,000	3,434	5,850	(2,416)		58.69	492
CAPITAL OUTLAY	0	0	0		0		.00	0
TOTAL ELECTIONS	4,354	7,649	26,350	(18,701)		29.03	3,236
INFORMATION SYSTEMS								
PERSONNEL SERVICES	14,299	66,667	192,341	(125,674)		34.66	65,953
CONTRACTUAL SERVICES	5,725	9,790	43,950	ì	34,160)		22.28	11,759
OPERATING SUPPLIES & EXPENSE	0	676	2,900	(2,224)		23.30	322
FIXED CHARGES	0	0	0		0		.00	0
CAPITAL OUTLAY	0	0	0		0		.00	0
ALLOCATION	(12,283)	(43,966)	(136,339)		92,373	(32.25)	(43,769)
TOTAL INFORMATION SYSTEMS	7,741	33,167	102,852	(69,685)		32.25	34,264
TOTAL GEN GOVT ADMIN	47,320	174,121	520,679	(346,558)		33.44	171,030

EXPENDITURES WITH COMPARISON TO BUDGET BY OBJECT CODE FOR THE 4 MONTHS ENDING APRIL 30, 2020

	PERIOD ACTUAL	YTE	2020 D ACTUAL	Е	2020 BUDGET		/R (UND) SUDGET		% OF JDGET	PRIOR YTD ACTUAL
**** SUMMARY OF GENERAL	GOVERN	ME	NT ADM	INI	STRATI	ON	EXPEN	SES	****	•
PERSONNEL SERVICES	49,629		215,019		620,434	(405,415)		34.66	212,768
CONTRACTUAL SERVICES	29,163		52,121		179,320	(127,199)		29.07	49,905
OPERATING SUPPLIES & EXPENSE	3,154		16,453		40,620	(24,167)		40.50	16,013
FIXED CHARGES	0		0		0		0		.00	0
CAPITAL OUTLAY	0		2,200		2,000		200		110.00	
ALLOCATION	(34,626)	(111,671)	(321,695)	_	210,024	(34.71)	
TOTAL GEN GOVT ADMINISTRATION	47,320		174,121		520,679	(346,558)		33.44	171,030

EXPENDITURES WITH COMPARISON TO BUDGET BY OBJECT CODE FOR THE 4 MONTHS ENDING APRIL 30, 2020

	PERIOD ACTUAL	2020 YTD ACTUAL	2020 BUDGET	OVR (UND) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
FINANCE ADMINISTRATION						-
FINANCE						
PERSONNEL SERVICES	20,935	97,689	297,467	(199,778	3) 32.84	96,627
CONTRACTUAL SERVICES	1,302	13,335	62,450	(49,115	•	10,955
OPERATING SUPPLIES & EXPENSE	261	2,514	8,700	(6,186	•	2,216
CAPITAL OUTLAY	0	. 0	0		00.00	_,
ALLOCATION	(12,416)	(62,445)	(202,739)	140,294		
TOTAL FINANCE	10,082	51,093	165,878	(114,785	30.80	50,128
ASSESSOR						
PERSONNEL SERVICES	3,354	14,809	50,305	(35,496	3) 29.44	14,466
CONTRACTUAL SERVICES	7,381	26,120	56,950	(30,830		21,640
OPERATING SUPPLIES & EXPENSE	35	520	3,550	(3,030	,	643
CAPITAL OUTLAY	0	0	0	•	.00	0
TOTAL ASSESSOR	10,770	41,449	110,805	(69,356	i) 37.41	36,749
TOTAL FINANCE ADMINISTRATION	20,852	92,542	276,683	(184,141	33.45	86,877
**** SUMMAR	Y OF FINANCE A	DMINISTRA	TION EXPI	ENSES *	* * * *	
PERSONNEL SERVICES	24,289	112,498	347,772	(235,274	32.35	111,093
CONTRACTUAL SERVICES	8,682	39,455	119,400	(79,945	i) 33.04	32,595
OPERATING SUPPLIES & EXPENSE	296	3,034	12,250	(9,216	i) 24.77	2,859
CAPITAL OUTLAY	0	0	0	(.00	
ALLOCATION	(12,416)	(62,445)	(202,739)	140,294	(30.80)	-
TOTAL FINANCE ADMINISTRATION	20,852	92,542	276,683	(184,141) 33.45	86,877

EXPENDITURES WITH COMPARISON TO BUDGET BY OBJECT CODE FOR THE 4 MONTHS ENDING APRIL 30, 2020

	PERIOD ACTUAL		2020 ACTUAL	2020 BUDGET		OVR (UND) BUDGET		% OF BUDGET		PRIOR YTD ACTUAL	
CITY HALL											
CITY HALL (BUILDING MAINTENANCE)											
PERSONNEL SERVICES	5,796		38,560	91,835	(53,275)		41.99		38,939	
CONTRACTUAL SERVICES	4,104		12,766	45,190	(32,424)		28.25		13,106	
OPERATING SUPPLIES & EXPENSE	1,666		5,494	15,100	(9,606)		36.38		4,823	
CAPITAL OUTLAY	0		0	0		0		.00.		0	
ALLOCATION	(5,157)	(22,728)	(60,850)	_	38,122	(37.35)	(22,437)	
TOTAL CITY HALL	6,409		34,092	91,275	(57,183)		37.35		34,430	
OTHER GENERAL GOVERNMENT											
MISC GOVERNMENT											
CONTRACTUAL SERVICES	540		1,682	3,850	(2,168)		43.69		602	
OPERATING SUPPLIES & EXPENSE	320		943	6,300	(5,357)		14.96		759	
FIXED CHARGES	1,895	(424)	9,000	(9,424)	(4.71)	(88)	
CAPITAL OUTLAY	0	_	0	0		0		.00		0	
TOTAL MISC GOVERNMENT	2,756	/. 	2,201	19,150	(16,949)		11.49		1,273	
GENERAL INSURANCE											
PERSONNEL SERVICES	0		0	3,000	(3,000)		.00		0	
FIXED CHARGES	23,870		96,218	318,315	Ì	222,097)		30.23		105,855	
TOTAL GENERAL INSURANCE	23,870		96,218	321,315	(225,097)		29.95		105,855	
TOTAL OTHER GEN GOVT	26,626		98,419	340,465	(242,046)		28.91		107,128	

EXPENDITURES WITH COMPARISON TO BUDGET BY OBJECT CODE FOR THE 4 MONTHS ENDING APRIL 30, 2020

	PERIOD ACTUAL	2020 YTD ACTU	IAL	2020 BUDGET		VR (UND) BUDGET	% OF BUDGI		PRIOR YTD ACTUAL
**** SUMMARY OF O	HER GENE	RAL GO	VER	RMENT EX	PE	NSES	* * * * *		
PERSONNEL SERVICES	0		0	3,000	(3,000)		.00	0
CONTRACTUAL SERVICES	540	1,0	382	3,850	(2,168)		43.69	602
OPERATING SUPPLIES & EXPENSE	320	,	943	6,300	(5,357)		14.96	759
FIXED CHARGES	25,765	95,7	794	327,315	(231,521)	:	29.27	105,767
CAPITAL OUTLAY	0	·	0	0		0		.00	
TOTAL OTHER GEN GOVT	26,626	98,4	119 — =	340,465	(242,046)	:	28.91	107,128
**** SUMMARY OF A	ALL GENER	AL GOV	ERM	IENT EXP	EΝ	SES *	* * * *		
PERSONNEL SERVICES	79,714	366,0	77	1,063,041	(696,964)	;	34.44	362,800
CONTRACTUAL SERVICES	42,490	106,0	24	347,760	(241,736)	;	30.49	96,207
OPERATING SUPPLIES & EXPENSE	5,437	25,9	923	74,270	(48,347)	;	34.90	24,454
FIXED CHARGES	25,765	95,7	794	327,315	(231,521)	:	29.27	105,767
CAPITAL OUTLAY	0	2,2	200	2,000		200	1.	10.00	
ALLOCATION	(52,199)	(196,8	(45)	(585,284)	_	388,439	(33.63)	-
TOTAL GENERAL GOVERMENT	101,207	399,1	74 	1,229,102	(829,928)		32.48	399,465

EXPENDITURES WITH COMPARISON TO BUDGET BY OBJECT CODE FOR THE 4 MONTHS ENDING APRIL 30, 2020

	PERIOD ACTUAL	2020 YTD ACTUAL	2020 BUDGET		VR (UND) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
POLICE DEPARTMENT							
POLICE ADMINISTRATION							
PERSONNEL SERVICES	85,044	439,160	1,291,448	(852,288)	34.01	445,908
CONTRACTUAL SERVICES	3,681	18,335	47,750	(29,415)	38.40	18,179
OPERATING SUPPLIES & EXPENSE	2,194	7,792	22,600	(14,808)	34.48	9,130
FIXED CHARGES	1,674	5,703	18,500	(12,797)	30.83	5,729
CAPITAL OUTLAY	0	0	0		0	.00	0
TOTAL POLICE ADMINISTRATION	92,593	470,991	1,380,298	(909,307)	34.12	478,946
POLICE PATROL							
PERSONNEL SERVICES	116,986	543,638	1,572,942	(1,029,304)	34.56	514,568
CONTRACTUAL SERVICES	5,097	18,359	64,750	(46,391)	28.35	22,559
OPERATING SUPPLIES & EXPENSE	130	13,238	45,800	(32,562)	28.90	14,342
TOTAL POLICE PATROL	122,213	575,235	1,683,492	(1,108,257)	34.17	551,469
CROSSING GUARDS							
PERSONNEL SERVICES	0	5,417	16,605	(11,188)	32.62	6,217
OPERATING SUPPLIES & EXPENSE	0	0	250	(250)	.00	0
TOTAL CROSSING GUARDS	0	5,417	16,855	(11,438)	32,14	6,217
TOTAL POLICE DEPARTMENT	214,806	1,051,642	3,080,645	(2,029,003)	34.14	1,036,632

EXPENDITURES WITH COMPARISON TO BUDGET BY OBJECT CODE FOR THE 4 MONTHS ENDING APRIL 30, 2020

	PERIOD ACTUAL	2020 YTD ACTUAL	2020 BUDGET		VR (UND) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
**** SUMMAR	Y OF POLICE D	DEPARTME	NT EXPEN	SE	S ***	r *	
PERSONNEL SERVICES	202,031	988,215	2,880,995	(1,892,780)	34.30	966,693
CONTRACTUAL SERVICES	8,778	36,694	112,500	(75,806)	32.62	40,738
OPERATING SUPPLIES & EXPENSE	2,324	21,030	68,650	(47,620)	30.63	23,471
FIXED CHARGES	1,674	5,703	18,500	(12,797)	30.83	5,729
CAPITAL OUTLAY	0	0	0	_	0	.00	
TOTAL POLICE DEPARTMENT	214,806	1,051,642	3,080,645	(2,029,003)	34.14	1,036,632

EXPENDITURES WITH COMPARISON TO BUDGET BY OBJECT CODE FOR THE 4 MONTHS ENDING APRIL 30, 2020

	PERIOD ACTUAL	2020 YTD ACTUAL	2020 BUDGET		OVR (UND) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
POLICE & FIRE COMMISSION							
POLICE & FIRE COMMISSION							
PERSONNEL SERVICES	0	0	0		0	.00	0
CONTRACTUAL SERVICES	0	0	5,000	(5,000)	.00	405
OPERATING SUPPLIES & EXPENSE	0	0	0	_	0	.00	0
TOTAL POLICE & FIRE COMMISSION	0	0	5,000	(5,000)	.00	405
FIRE DEPARTMENT							
FIRE ADMINISTRATION							
PERSONNEL SERVICES	33,766	154,529	395,585	(241,056)	39.06	125,439
CONTRACTUAL SERVICES	3,332	21,227	53,900	(32,673)	39.38	23,376
OPERATING SUPPLIES & EXPENSE	3,221	14,729	26,500	(11,771)	55.58	12,191
FIXED CHARGES	80	320	700	(380)	45.75	301
CAPITAL OUTLAY	0	0	0		0	.00	0
TOTAL FIRE ADMINISTRATION	40,399	190,805	476,685	(285,880)	40.03	161,307
FIREFIGHTERS							
PERSONNEL SERVICES	107,665	510,631	1,500,500	(989,869)	34.03	541,205
CONTRACTUAL SERVICES	947	1,987	11,500	(9,513)	17.28	5,591
OPERATING SUPPLIES & EXPENSE	151	981	3,500	(2,519)	28.03	1,258
TOTAL FIREFIGHTERS	108,763	513,599	1,515,500	(1,001,901)	33.89	548,055
AMBULANCE SERVICES							
PERSONNEL SERVICES	22.407	464 947	100 500	,	205 000	24.52	477.000
CONTRACTUAL SERVICES	23,487	161,317 746	466,520 15,900	(305,203) 15,154)	34.58 4.69	177,992 7,809
OPERATING SUPPLIES & EXPENSE	885	11,927	36,600	(24,673)	32.59	15,056
FIXED CHARGES	0	0	0	,	0	.00	0,000
CAPITAL OUTLAY	0	0	0		0	.00	0
TOTAL AMBULANCE SERVICES	24,373	173,989	519,020	(345,031)	33.52	200,857
TOTAL FIRE DEPARTMENT	173,534	878,394	2,511,205	(1,632,811)	34.98	910,219
	-			=			

EXPENDITURES WITH COMPARISON TO BUDGET BY OBJECT CODE FOR THE 4 MONTHS ENDING APRIL 30, 2020

	PERIOD ACTUAL	2020 YTD ACTUAL	2020 BUDGET		VR (UND) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
**** SUMMA	RY OF FIRE DE	EPARTMENT	T EXPENS	ES	****		
PERSONNEL SERVICES	164,918	826,477	2,362,605	(1,536,128)	34.98	844,637
CONTRACTUAL SERVICES	4,280	23,960	81,300	(57,340)	29.47	36,776
OPERATING SUPPLIES & EXPENSE	4,257	27,637	66,600	(38,963)	41.50	28,505
FIXED CHARGES	80	320	700	(380)	45.75	301
CAPITAL OUTLAY	0		0	_	0	.00	
TOTAL FIRE DEPARTMENT	173,534	878,394	2,511,205	(1,632,811)	34.98	910,219
INSPECTION SERVICES							
BUILDING INSPECTIONS							
PERSONNEL SERVICES	9,298	41,150	123,255	(82,105)	33.39	38,340
CONTRACTUAL SERVICES	158	498	5,225	ì	4,727)	9.53	417
OPERATING SUPPLIES & EXPENSE	136	1,218	3,075	ì	1,857)	39.62	1,100
CAPITAL OUTLAY	0	0	0	_	0	.00	0
TOTAL INSPECTION SERVICES	9,592	42,866	131,555	(88,689)	32.58	39,857
**** SUMM	ARY OF PUBLI	IC SAFETY	EXPENSES	S	****		
PERSONNEL SERVICES	376,247	1,855,842	5,366,855	(3,511,013)	34.58	1,849,669
CONTRACTUAL SERVICES	13,215	61,152	204,025	(142,873)	29.97	78,336
OPERATING SUPPLIES & EXPENSE	6,716	49,885	138,325	(88,440)	36.06	53,077
FIXED CHARGES	1,754	6,024	19,200	(13,176)	31.37	6,030
CAPITAL OUTLAY	0		0	_	0	.00	
TOTAL PUBLIC SAFETY	397,932	1,972,902	5,728,405	(3,755,503)	34.44	1,987,112

EXPENDITURES WITH COMPARISON TO BUDGET BY OBJECT CODE FOR THE 4 MONTHS ENDING APRIL 30, 2020

FUND 100 - GENERAL FUND - PUBLIC WORKS

	PERIOD ACTUAL	2020 YTD ACTUAL	2020 BUDGET		VR (UND) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
PUBLIC WORKS							
HIGHWAY ADMINISTRATION							
PERSONNEL SERVICES	13,879	69,905	177,193	(107,288)	39.45	66,219
CONTRACTUAL SERVICES	1,786	3,572	7,920	(4,348)	45.10	990
OPERATING SUPPLIES & EXPENSE	295	1,142	5,200	(4,058)	21.96	1,352
CAPITAL OUTLAY	0	0	0	_	0	.00	0
TOTAL HIGHWAY ADMINISTRATION	15,960	74,619	190,313	(115,694)	39.21	68,561
PUBLIC WORKS SHOP							
PERSONNEL SERVICES	22 675	192 170	466 204	,	202 024	20.00	405.047
CONTRACTUAL SERVICES	33,675 19,911	183,170	466,204	(283,034)	39.29	165,647
OPERATING SUPPLIES & EXPENSE	5,200	40,397 27,830	100,400 83,200	(60,003) 55,371)	40.24 33.45	33,952
FIXED CHARGES	84	186	750	(564)	24.84	40,207 197
CAPITAL OUTLAY	0	0	0	,	0	.00	0
TOTAL PUBLIC WORKS SHOP	58,870	251,583	650,554	(398,971)	38.67	240,003
STREET MAINTENANCE							
PERSONNEL SERVICES	4,164	7,745	64,618	(56,873)	11.99	13,492
CONTRACTUAL SERVICES	13,614	55,164	174,000	(118,836)	31.70	
OPERATING SUPPLIES & EXPENSE	215	1,497	10,000	(8,503)	14.97	519
CAPITAL OUTLAY	216	250	0	_	250	.00	
TOTAL STREET MAINTENANCE	18,207	64,656	248,618	(183,962)	26.01	70,029
TRAFFIC CONTROL							
PERSONNEL SERVICES	2,556	13,131	39,514	(26,383)	33.23	13,279
CONTRACTUAL SERVICES	413	1,736	9,500	(7,764)	18.27	1,762
OPERATING SUPPLIES & EXPENSE	0	135	5,000	(4,865)	2.69	238
CAPITAL OUTLAY	1,039	1,959	10,000	(8,041)	19.59	3,936
TOTAL TRAFFIC CONTROL	4,009	16,960	64,014	(47,054)	26.49	19,215

EXPENDITURES WITH COMPARISON TO BUDGET BY OBJECT CODE FOR THE 4 MONTHS ENDING APRIL 30, 2020

FUND 100 - GENERAL FUND - PUBLIC WORKS

	PERIOD ACTUAL	2020 YTD ACTUAL	2020 BUDGET		VR (UND) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
SNOW & ICE REMOVAL							
PERSONNEL SERVICES	3,830	72,310	154,495	(82,185)	46.80	155,953
CONTRACTUAL SERVICES	286	3,283	4,500	(1,217)	72.95	2,383
OPERATING SUPPLIES & EXPENSE	1,903	21,322	50,000	(28,678)	42.64	46,317
TOTAL SNOW & ICE REMOVAL	6,019	96,914	208,995	(112,081)	46.37	204,653
BRIDGE REPAIR & MAINTENANCE							
PERSONNEL SERVICES	845	3,473	32,796	(29,323)	10.59	6,213
CONTRACTUAL SERVICES	512	1,108	11,100	(9,992)	9.98	1,003
OPERATING SUPPLIES & EXPENSE CAPITAL OUTLAY	0	0	600	(600)	.00	246
TOTAL BRIDGE REPAIR & MAINTENANCE	1,357	4,581	44,496	(39,915)	10.30	7,462
STORM SEWER							
PERSONNEL SERVICES	0	0	0		0	.00	0
CONTRACTUAL SERVICES	0	0	0		0	.00	0
OPERATING SUPPLIES & EXPENSE	0	0	0		0	.00	0
CAPITAL OUTLAY	0	0	0	_	0	.00	0
TOTAL STORM SEWER	0		0	_	0	.00	0
PUBLIC TRANSPORTATION							
CONTRACTUAL SERVICES	26,969	53,939	110,000	(56,062)	49.04	26,466
TOTAL PUBLIC TRANSPORTATION	26,969	53,939	110,000	(56,062)	49.04	26,466

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EXPENDITURES WITH COMPARISON TO BUDGET BY OBJECT CODE FOR THE 4 MONTHS ENDING APRIL 30, 2020

FUND 100 - GENERAL FUND - PUBLIC WORKS

	PERIOD ACTUAL	2020 YTD ACTUAL	2020 BUDGET		OVR (UND) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
WORK FOR OTHER DEPARTMENTS							
PERSONNEL SERVICES	20,218	32,429	134,794	(102,365)	24.06	15,414
CONTRACTUAL SERVICES	0	0	0	-	0	.00	0
OPERATING SUPPLIES & EXPENSE	0	0	0		0	.00	0
FIXED CHARGES	0	0	0		0	.00	0
CAPITAL OUTLAY	0	0	0		0	.00	0
TOTAL WORK FOR OTHER DEPTS	20,218	32,429	134,794	(102,365)	24.06	15,414
TOTAL PUBLIC WORKS	151,610	595,680	1,651,784	(1,056,104)	36.06	651,804
**** SUMMA	ARY OF PUBL	IC WORKS I	EXPENSES	S	****		
PERSONNEL SERVICES	79,167	382,163	1,069,614	(687,451)	35.73	436,217
CONTRACTUAL SERVICES	63,490	159,197	417,420	(258,223)	38.14	122,575
OPERATING SUPPLIES & EXPENSE	7,613	51,925	154,000	(102,075)	33.72	88,878
FIXED CHARGES	84	186	750	(564)	24.84	197
CAPITAL OUTLAY	1,255	2,209	10,000	(7,791)	22.09	
TOTAL PUBLIC WORKS	151,610	595,680	1,651,784	(1,056,104)	36.06	651,804

EXPENDITURES WITH COMPARISON TO BUDGET BY OBJECT CODE FOR THE 4 MONTHS ENDING APRIL 30, 2020

FUND 100 - GENERAL FUND - HEALTH & HUMAN SERVICES

	PERIOD ACTUAL	2020 YTD ACTUAL	2020 BUDGET		VR (UND) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
HEALTH & HUMAN SERVICES							
SENIOR CENTER							
PERSONNEL SERVICES	12,131	56,919	171,394	(114,475)	33.21	56,131
CONTRACTUAL SERVICES	1,064	3,895	13,065	(9,170)	29.81	4,191
OPERATING SUPPLIES & EXPENSE	1,376	4,011	11,270	(7,259)	35.59	3,858
CAPITAL OUTLAY	0	0	0		0	.00	
TOTAL SENIOR CENTER	14,571	64,826	195,729	(130,903)	33.12	64,181
CEMETERIES							
PERSONNEL SERVICES	4,754	23,782	125,439	(101,657)	18.96	36,177
CONTRACTUAL SERVICES	1,422	6,984	32,079	(25,095)	21.77	6,652
OPERATING SUPPLIES & EXPENSE	505	2,746	16,295	(13,549)	16.85	6,560
FIXED CHARGES	0	0	0		0	.00	. (
CAPITAL OUTLAY	0	0	0		0	.00	(
TOTAL CEMETERIES	6,681	33,512	173,813	(140,301)	19.28	49,389
TOTAL HEALTH & HUMAN SERVICES	21,252	98,338	369,542	(271,204)	26.61	113,569

EXPENDITURES WITH COMPARISON TO BUDGET BY OBJECT CODE FOR THE 4 MONTHS ENDING APRIL 30, 2020

FUND 100 - GENERAL FUND - CULTURE, RECREATION & EDUCATION

	PERIOD ACTUAL	2020 YTD ACTUAL	2020 BUDGET		VR (UND) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
CULTURE, REC & EDUCATION							
COMMUNITY CENTER							
PERSONNEL SERVICES	17,245	95,270	329,385	(234,115)	28.92	100,428
CONTRACTUAL SERVICES	5,236	18,560	64,572	(46,012)	28.74	25,993
OPERATING SUPPLIES & EXPENSE	149	5,717	22,800	(17,083)	25.07	14,431
CAPITAL OUTLAY	0	0	0		0	.00	0
TOTAL COMMUNITY CENTER	22,629	119,546	416,757	(297,211)	28.68	140,853
PARKS							
PERSONNEL SERVICES	8,702	39,852	207,553	(167,701)	19.20	52,428
CONTRACTUAL SERVICES	7,106	13,784	74,174	(60,390)	18.58	20,502
OPERATING SUPPLIES & EXPENSE	1,269	2,620	26,200	(23,580)	10.00	3,951
CAPITAL OUTLAY	0	0	0	_	0	.00	0
TOTAL PARKS	17,076	56,256	307,927	(251,671)	18.27	76,881
RECREATION							
PERSONNEL SERVICES	9,599	56,316	242,752	(186,436)	23.20	60,012
CONTRACTUAL SERVICES	3,234	7,858	35,080	ì	27,222)	22.40	6,418
OPERATING SUPPLIES & EXPENSE	376	4,785	21,000	ì	16,215)	22.79	12,257
FIXED CHARGES	0	0	0		0	.00	0
TOTAL RECREATION	13,209	68,959	298,832	(229,873)	23.08	78,688
SPECIAL EVENTS							
PERSONNEL SERVICES	1,650	7,459	39,494	(32,035)	18.89	8,320
CONTRACTUAL SERVICES	0	0	50	(50)	.00	0,020
OPERATING SUPPLIES & EXPENSE	0	0	0	`	0	.00	0
CAPITAL OUTLAY	0	0	0	_	0	.00	0
TOTAL SPECIAL EVENTS	1,650	7,459	39,544	(32,085)	18.86	8,320

EXPENDITURES WITH COMPARISON TO BUDGET BY OBJECT CODE FOR THE 4 MONTHS ENDING APRIL 30, 2020

FUND 100 - GENERAL FUND - CULTURE, RECREATION & EDUCATION

	PERIOD ACTUAL	2020 YTD ACTUAL	2020 BUDGET		VR (UND) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
RECREATION FIELDS							
PERSONNEL SERVICES	3,001	13,898	48,563	(34,665)	28.62	11,283
CONTRACTUAL SERVICES	1,077	5,303	26,328	(21,025)	20.14	7,042
OPERATING SUPPLIES & EXPENSE	54	464	20,151	ì	19,687)	2.30	1,645
CAPITAL OUTLAY	0	0	0	·	Ó	.00	0
TOTAL RECREATION FIELDS	4,132	19,665	95,042	(75,377)	20.69	19,970
TRAILS & MEDIAN MAINTENANCE							
PERSONNEL SERVICES	0	0	12,605	(12,605)	.00	0
CONTRACTUAL SERVICES OPERATING SUPPLIES & EXPENSE CAPITAL OUTLAY	0	0	12,500	Ì	12,500)	.00	0
TOTAL TRAIL & MEDIAN MAINTENANCE	0	0	25,105	(25,105)	.00	0
TOTAL CULTURE, REC, EDUCATION	58,696	271,885	1,183,207	(911,322)	22.98	324,711
**** SUMMARY OF CULT	URE, RECRE	EATION & E	DUCATIOI	N E	EXPENSE	ES ***	* *
PERSONNEL SERVICES	40,196	212,794	880,352	(667,558)	24.17	232,472
CONTRACTUAL SERVICES	16,652	45,505	212,704	(167,199)	21.39	59,956
OPERATING SUPPLIES & EXPENSE	1,849	13,586	90,151	(76,565)	15.07	32,284
FIXED CHARGES	0	0	0		0	.00	0
CAPITAL OUTLAY	0		0		0	.00	
TOTAL CULTURE, REC, EDUCATION	58,696	271,885	1,183,207	(911,322)	22.98	324,711

EXPENDITURES WITH COMPARISON TO BUDGET BY OBJECT CODE FOR THE 4 MONTHS ENDING APRIL 30, 2020

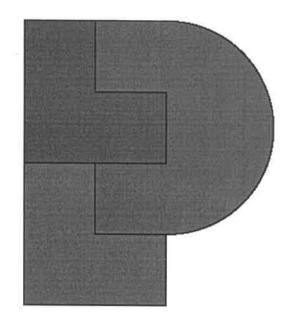
FUND 100 - GENERAL FUND - CONSERVATION & DEVELOPMENT

		ERIOD CTUAL	2020 YTD ACTUAL	2020 BUDGET	OVR (UND) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
CONSERVATION & DEV							
PLANNING							
PERSONNEL SERVICES		0	0	0	0	.00	0
CONTRACTUAL SERVICES	(67)	0	0	0	.00	130
OPERATING SUPPLIES & EXPENSE	(28)	0	0	0	.00	568
CAPITAL OUTLAY		0	0	0	0	.00	0
TOTAL PLANNING	(95)	0	0	0	.00.	698
ECONOMIC DEVELOPMENT							
PERSONNEL SERVICES	(69)	0	0	0	.00	4,160
CONTRACTUAL SERVICES	(2,269)	0	0	0	.00	14,085
OPERATING SUPPLIES & EXPENSE		21	0	0	0	.00	254
CAPITAL OUTLAY		0	0	0	0	.00	0
TOTAL ECONOMIC DEVELOPMENT	(2,317)	0	0	0	.00	18,499
**** SUMMARY OF COM	ISER	VATIO	N & DEVEL	OPMENT E	XPENSES	****	:
PERSONNEL SERVICES	(69)	0	0	0	.00	4,160
CONTRACTUAL SERVICES	(2,336)	0	0	0	.00	14,215
OPERATING SUPPLIES & EXPENSE	(7)	0	0	0	.00	822
CAPITAL OUTLAY	-	0	0	0	0	.00	
TOTAL CONSERVATION & DEV	(2,412)	0	0	0	.00	19,197
TOTAL OTHER FINANCING USES		45,231	206,292	415,240	(208,948)	49.68	188,079

EXPENDITURES WITH COMPARISON TO BUDGET BY OBJECT CODE FOR THE 4 MONTHS ENDING APRIL 30, 2020

FUND 100 - GENERAL FUND - SUMMARY TOTALS

	PERIOD ACTUAL	2020 YTD ACTUAL	2020 BUDGET	OVR (UND) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
**** SUMMAR	Y OF GENERAL	. FUND EXF	PENSES *	***		
PERSONNEL SERVICES	592,141	2,897,578	8,676,695	(5,779,117)	33.39	2,977,626
CONTRACTUAL SERVICES	135,996	382,758	1,227,053	(844,295)	31.19	382,133
OPERATING SUPPLIES & EXPENSE	23,489	148,076	484,311	(336,235)	30.57	209,933
FIXED CHARGES	72,834	308,295	762,505	(454,210)	40.43	300,073
CAPITAL OUTLAY	1,255	4,409	12,000	(7,591)	36.74	5,936
ALLOCATIONS	(52,199)	(196,845)	(585,284)	388,439	(33.63)	(191,763)
GRAND TOTAL	773,516	3,544,271	10,577,280	(7,033,009)	33.51	3,683,937





Lester Public Library April 2020

Detail Financial Report

LIBRARY FUND DETAIL

		PERIOD ACT	BUDGET	YTD ACTUAL	OV(l	JN)BUD	% OF BDGT	PR YTD ACT
	TAXES							
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
	INTERGOVERNMENTAL REVENUE							
280-43720	COUNTY FUNDS	0	168,893	168,893		0	100.00	163,086
	TOTAL INTERGOVERNMENTAL REVE	0	168,893	168,893		0	100.00	163,086
	FINES & FORFEITURES							
280-45300	LIBRARY BOOK FINES	0	10,000	1,871	(8,129)	18.71	3,422
	TOTAL FINES & FORFEITURES	0	10,000	1,871	(8,129)	18.71	3,422
	CHARGES FOR SERVICE							
280-46712	COPIER SERVICE FEES	0	7,200	1,459	(5,741)	20,26	2,403
	TOTAL CHARGES FOR SERVICE	0	7,200	1,459	(5,741)	20.26	2,403
	MISCELLANEOUS REVENUE							
	· 							
280-48300	SALE OF PROP & EQUIP	0	2,500	426	(2,074)	17.02	641
280-48440	INSURANCE CLAIMS	0	0	0		0	.00	0
280-48500	DONATIONS	10,000	40,000	10,000	(30,000)	25.00	10,000
280-48900	OTHER REVENUES		3,000	448	(2,552)	14.95	165
	TOTAL MISCELLANEOUS REVENUE	10,000	45,500	10,874		34,626)	23.90	10,806
	OTHER FINANCING SOURCES							
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	10,000	864,269	802,104	(62,165)	92.81	786,587

2020 MONTHLY GENERAL FUND REPORT APRIL 30, 2020 BUDGET

		PERIOD ACTUAL	2020 BUDGET	2020 YTD ACTUAL	•	OVER UNDER) BUDGET	% OF BUDGET	PRIOR YTD ACTUAL
	LESTER LIBRARY							
	LIBRARY ADMINISTRATION							
	PERSONNEL SERVICES							
280-55110-1100	FULLTIME ADMINISTRATION	18,848	244,943	84,489	(160,454)	34.49	80,482
280-55110-1220	WAGES - FULLTIME	2,515	32,693	11,274	ì	21,419)	34.49	12,898
280-55110-1270	WAGES - PART TIME	9,792	136,222	43,514	(92,708)	31.94	40,011
280-55110-1280	WAGES-LONGEVITY PAY	0	5,767	0	(5,767)	.00	0
280-55110-1290	WAGES-OVERTIME	0	472	130	ì	342)	27.48	252
280-55110-1310	WI RETIREMENT	1,694	28,924	7,638	ì	21,286)	26.41	9,411
280-55110-1320	FICA	2,326	32,902	10,553	ì	22,349)	32.07	9,934
280-55110-1330	HEALTH INSURANCE	7,818	54,747	20,412	ì	34,335)	37.28	33,854
280-55110-1333	HEALTH SAVINGS ACCT EXPENSE	0	3,600	4,200	`	600	116.67	6,600
280-55110-1334	HEALTH INSURANCE OPT-OUT	615	10,000	3,577	(6,423)	35.77	1,731
280-55110-1340	LIFE INSURANCE	79	1,200	316	ì	884)	26.37	367
280-55110-1350	OTHER BENEFITS	0	0	0	,	0	.00	0
	TOTAL PERSONNEL SERVICES	43,687	551,470	186,103	(365,367)	33.75	195,539
	CONTRACTUAL DEDIVIORS							
200 55110 2100	CONTRACTUAL SERVICES	4.000	44.040					
280-55110-2100	PROF SERV - CITY SERVICES	4,232	44,813	15,911	(28,902)	35.50	14,463
280-55110-2130	PROFESSIONAL SERVICES	267	7,000	1,211	(5,789)	17.31	1,755
280-55110-2200	TELEPHONE EXPENSE	85	1,200	386	(814)	32.15	382
280-55110-2210	ELECTRICITY	1,232	22,050	4,700	(17,350)	21.31	4,788
280-55110-2220	NATURAL GAS/HEAT	1,402	8,000	3,861	(4,139)	48.27	4,378
280-55110-2230	WATER EXPENSE	171	3,000	664	(2,336)	22.13	644
280-55110-2240	SEWER EXPENSE	71	927	253	(674)	27.31	216
280-55110-2250	STORMWATER EXPENSE	80	960	320	(640)	33.30	320
280-55110-2410	MAINTENANCE EQUIPMENT/VEH	501	19,000	4,784	(14,216)	25.18	8,472
280-55110-2430	EQUIPMENT REPAIRS	0	500	0	(500)	.00.	0
280-55110-2450	EQUIPMENT NEW	0	18,000	171	(17,829)	.95	6,509
280-55110-2910	PRINTING/ADVERTISING	0	8,000	150	(7,850)	1.88	2,904
280-55110-2930	TECHNOLOGY	0	18,000	1,710	(16,290)	9.50	10,140
280-55110-2950	DEBT ISSUANCE COSTS/PAYMENTS	1,076	12,908	4,303	(8,605)	33.33	4,303
	TOTAL CONTRACTUAL SERVICES	9,117	164,358	38,423	(125,935)	23.38	59,273
	OPERATING SUPPLIES/EXPENSES							
280-55110-3100	OFFICE SUPPLIES	0	3 400	260	,	3 030/	10 CF	1.075
280-55110-3110	POSTAGE		3,400	362	(3,038)	10.65	1,075
280-55110-3300	TRAVEL	8	700		(541)	22.72	206
280-55110-3560	LANDSCAPING	9:	4,500	2,225	(2,275)	49.44	240
280-55110-3960	TECH PROC SUPPLIES	2,885	12,900	2,885	(10,015)	22.36	0
200-00110-0000	TEOTIFINOO SUFFLIES	0	5,000	1,436		3,564)	28.72	1,767
	TOTAL OP SUPPLIES/EXP	2,902	26,500	7,067	(19,433)	26.67	3,288

CITY OF TWO RIVERS 2020 MONTHLY GENERAL FUND REPORT APRIL 30, 2020 BUDGET

		PERIOD ACTUAL	2020 BUDGET	2020 YTD ACTUAL	OVER (UNDER) BUDGET		(UNDER)		YTD (UNDER		% OF BUDGET	PRIOR YTD ACTUAL
	FIXED CHARGES											
280-55110-5200	INSURANCES	950	11,440	3,580	(7,860)	31.30	3,627				
280-55110-5950	TRANSFER TO CAP PROJ FNDS	0	1,080	1,080	Ì	Ó	100.00	1,080				
	TOTAL FIXED CHARGES	950	12,520	4,660	(7,860)	37.22	4,707				
	TOTAL LIBRARY ADMINISTRATION	56,656	754,848	236,253	(518,595)	31.30	262,808				
	ADULT SERVICES											
	OPERATING SUPPLIES/EXPENSES											
280-55111-3230	PERIODICALS	0	4,600	1,485	,	3,115)	32.29	1,879				
280-55111-3400	NON-FICTION BOOKS	0	17,000	5,554		11,447)	32.67	4,148				
280-55111-3420	FICTION BOOKS	0	17,000	3,651	(13,349)	21.47	4,887				
280-55111-3430	LARGE PRINT BOOKS	228	12.000	2,346	ì	9,654)	19.55	3,371				
280-55111-3450	MOVIES	0	5,000	774	ì	4,226)	15.48	1,483				
280-55111-3470	AUDIOBOOKS	0	4,400	565	ì	3,835)	12.85	1,440				
280-55111-3480	MUSIC CD'S	0	1,000	0	(1,000)	.00	262				
280-55111-3510	PROGRAMS	0	2,500	576	(1,924)	23.04	558				
	TOTAL OP SUPPLIESÆXP	228	63,500	14,951	(48,549)	23.54	18,029				
	TOTAL ADULT SERVICES	228	63,500	14,951	(48,549)	23.54	18,029				

CITY OF TWO RIVERS 2020 MONTHLY GENERAL FUND REPORT APRIL 30, 2020 BUDGET

		PERIOD 2020 ACTUAL BUDGE		2020 YTD ACTUAL	OVER (UNDER) BUDGET		% OF BUDGET	PRIOR YTD ACTUAL	
	CHILDREN'S SERVICES								
	OPERATING SUPPLIES/EXPENSES								
280-55112-3230	PERIODICALS	0	540	297	(243)	54.96	0	
280-55112-3400	NON-FICTION BOOKS	0	7,000	2,258	(4,742)	32.26	939	
280-55112-3420	FICTION BOOKS	0	3,800	•	ì	2,839)	25.29	977	
280-55112-3440	PAPERBACKS	0	1,600		(1,407)	12.07	211	
280-55112-3450	MOVIES	0	1,800	252	ì	1,548)	14.02	358	
280-55112-3470	AUDIOBOOKS	0	1,700	40	(1,660)	2.34	0	
280-55112-3510	PROGRAMS	21	11,980	842	(11,138)	7.03	1,476	
280-55112-3530	JE BOOKS	0	6,000	1,612	(4,388)	26.87	1,999	
	TOTAL OP SUPPLIES/EXP	21	34,420	6,456	(27,964)	18.76	5,960	
	TOTAL CHILDREN'S SERVICES	21	34,420	6,456	. (27,964)	18.76	5,960	
	REFERENCE								
	OPERATING SUPPLIES/EXPENSES								
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 SUPPLIESÆXP		5,000	5,808	-	808	116.16	341	
	TOTAL REFERENCE	0	5,000	5,808		808	116.16	341	

CITY OF TWO RIVERS 2020 MONTHLY GENERAL FUND REPORT APRIL 30, 2020 BUDGET

		PERIOD ACTUAL	2020 BUDGET	2020 YTD ACTUAL	(L	OVER JNDER) UDGET	% OF BUDGET	PRIOR YTD ACTUAL
	YOUNG ADULT SERVICES							
	OPERATING SUPPLIES/EXPENSES							
280-55115-3230	PERIODICALS	0	200	87	(113)	43.44	108
280-55115-3400	NON-FICTION BOOKS	0	1	0	(1)	.00	0
280-55115-3420	FICTION BOOKS	0	5,300	1,070	(4,230)	20.19	1,458
280-55115-3470	AUDIOBOOKS	0	1,000	0	(1,000)	.00	38
280-55115-3510	PROGRAMS	0	0	0		0	.00	68
	TOTAL OP SUPPLIES/EXP	0	6,501	1,157	(5,344)	17.79	1,672
	TOTAL YOUNG ADULT SERVICES	0	6,501	1,157	(5,344)	17.79	1,672
	TOTAL LESTER LIBRARY EXP	56,906	864,269	264,625	(599,644)	30.62	288,810
	NET REV OVER EXP	(46,906)	0	537,479		537,479	.00	497,778

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CITY OF TWO RIVERS

Issue Dates: 5/1/2020 - 5/31/2020

Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
05/26/2020	125074	Harmony Living Centers LLC	CTC Tracker Consulting & Support	4645	227.50-
Total 125074	4:				227.50-
05/26/2020	125149	Cool City Cleaners Inc	Towels - WWTP	100576	70.00-
Total 125149	9:				70.00-
05/07/2020	126103	AnSer Services	After hours answering service-Elec	6502-050120	269.59
Total 126103	3:				269.59
05/07/2020 05/07/2020 05/07/2020	126104 126104 126104	Bauer Built Tire-Manitowoc Bauer Built Tire-Manitowoc Bauer Built Tire-Manitowoc	Parts - DPW Tires - PWD Tires - PWD	170065738 170065845 170065847	422.08 189.12 316.68
Total 126104	4:				927.88
05/07/2020	126105	Carron Net Company Inc	Energy Efficiency - Matching Focus on Energy I	5/4/2020	2,308.37
Total 12610	5:				2,308.37
05/07/2020	126106	CliftonLarsonAllen LLP	Progress Billing/Dec 2019 Audit	2477014	9,000.00
Total 126106	6:				9,000.00
05/07/2020 05/07/2020		Core & Main LP Core & Main LP	Supplies - Wtr COUPLING, CAST: 6"	M174953 M224568	2,351.18 1,318.27
Total 126107	7 :				3,669.45
05/07/2020	126108	Diamond Business Graphics	Envelopes - Fin	196768	244.52
Total 126108	8:				244.52
05/07/2020	126109	Frontier	Telephone - Wtr	0443;4/20	52.70
Total 126109	9:				52.70
05/07/2020	126110	Green Acres	Wash St & 17th St Trees	29946	549.00

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Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
Total 126110) :				549.00
05/07/2020 05/07/2020		Hawkins Inc Hawkins Inc	Labor - Wtr Chemicals - Wtr	4699981 4700003	110.00 3,336.41
Total 126111	1:				3,446.41
05/07/2020	126112	Holschbach Excavating Inc	Shredded Top Soil - Rec	21334	674.00
Total 126112	2:				674.00
05/07/2020	126113	Jones, Preston	Energy Star Partners Rebate - Refrigerator	5/4/2020	30.00
Total 126113	3:				30.00
05/07/2020	126114	Kaat's Water Conditioning Inc	Bottled water, 6303 Riverview Dr-Eng	4/30/2020	80.55
Total 126114	k:				80.55
05/07/2020	126115	Mammoth Construction	Watermain Repair - 3200 Block of Riverview Dri	793	5,055.00
Total 126115	5:				5,055.00
05/07/2020	126116	Manitowoc Co Treasurer	Apr 2020 Jail & Driver Improvement Surcharges	05/01/2020	1,176.60
Total 126116	S:				1,176.60
05/07/2020 05/07/2020		Manitowoc Disposal Inc Manitowoc Disposal Inc	Small Box Y 30 Yd Haul at Beach Recycling & Refuse Collect 4/18/20-5/1/20	45720 5/7/2020	300.00 14,157.64
Total 126117	7:				14,457.64
05/07/2020	126118	Manitowoc Trophy	Name Plate - Council	36690	30.00
Total 126118	3:				30.00
05/07/2020	126119	Maritime Plumbing and Mechanical	Services - Wtr	35864	660.00
Total 126119) :				660.00

	Check Register - Monthly Bill Summary Check Issue Dates: 5/1/2020 - 5/31/2020		Page: Jun 01, 2020 02:09PN	
ее	Description	Invoice Number	Invoice Amount	
	Meter Charge 3/29/20-4/28/20	IN487065	726.72	

Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
05/07/2020	126120	MBM	Meter Charge 3/29/20-4/28/20	IN487065	726.72
Total 126120	:				726.72
05/07/2020	126121	McMahon Associates Inc	UNPS Riverview Pond	0918136	3,753.90
05/07/2020	126121	McMahon Associates Inc	Lake Michigan Shoreline	918137	3,165.90
05/07/2020	126121	McMahon Associates Inc	Svcs for Culver's Site	918138	807.60
05/07/2020	126121	McMahon Associates Inc	Lake Michigan Outfalls	918139	685.20
05/07/2020	126121	McMahon Associates Inc	Stormwater Plan Review	918140	626.40
Total 126121	:				9,039.00
05/07/2020	126122	Morton Salt	Salt for inventory - DPW	5402075820	28,722.88
05/07/2020	126122	Morton Salt	Salt for inventory - DPW	5402076613	2,936.01
Total 126122					31,658.89
05/07/2020	126123	Northern Lake Service Inc	TOC - wtr	376506	42.00
Total 126123	:				42.00
05/07/2020	126124	Office Depot	Supplies - City Mgr	478864982001	75.00
Total 126124	:				75.00
05/07/2020	126125	OpenPoint	OpenPoint Subscription - May 2020	1064	2,350.00
Total 126125	:				2,350.00
05/07/2020	126126	Oshkosh Fire/Police Equipment	Supplies-FD	180588	41,330.00
Total 126126	:				41,330.00
05/07/2020	126127	Packer City International Trucks Inc.	Parts - DPW	R101037020:01	125.00
Total 126127	:				125.00
05/07/2020	126128	Payment Service Network	Services 4/1/20-4/30/20	214558	22.95
Total 126128	:				22.95

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Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
05/07/2020	126129	Postmaster	Postage - TMS #118200	5/1/2020	5,000.00
Total 126129	9:				5,000.00
05/07/2020	126130	Prairie Farms Dairy Inc	Dairy - Sr. Cntr.	9054026	84.12
Total 126130) :				84.12
05/07/2020 05/07/2020 05/07/2020	126131	RESCO RESCO	Supplies-Elec Supplies-Elec Materials - Elec	783130-01 783130-02 783130-03	188.36 273.00 367.08
Total 126131	I:				828.44
05/07/2020	126132	Rogers-Gilbert, Elizabeth A.	Classes Cancelled due to Covid 19	04/28/2020	66.45
Total 126132	2:				66.45
05/07/2020	126133	State of Wisconsin	2020 Water Use Fees	WU86864	981.50
Total 126133	3:				981.50
05/07/2020	126134	State of Wisconsin	April 2020 penalty surcharges	5/1/20	2,993.55
Total 126134	1 :				2,993.55
05/07/2020 05/07/2020		Streicher's Streicher's	Supplies-PD Supplies-PD	11427899 11427904	510.00 510.00
Total 126135	5:				1,020.00
05/07/2020	126136	Stryker Sales Corporation	3 Year Prevent Onsite Maintenance Agreement	2998825M	4,590.00
Total 126136	S:				4,590.00
05/07/2020	126137	Stuart C Irby Co	Supplies-Elec	S011870529.001	2,062.50
Total 126137	7 :				2,062.50
05/07/2020 05/07/2020		Superior Chemical Corp Superior Chemical Corp	Supplies-WWTP Supplies - DPW	260352 262798	63.42 1,322.68

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Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
Total 126138	3:				1,386.10
05/07/2020	126139	Thao, Tsaw	Shelter Cancellation due to Covid 19	05/04/2020	48.00
Total 126139	9:				48.00
05/07/2020	126140	Two Rivers Historical Society	May 2020 Monthly Support Pymt	MAY 2020	250.00
Total 126140	D:				250.00
05/07/2020	126141	Unique Flying Objects	Flags-Rec	2041	317.00
Total 12614	1:				317.00
05/07/2020	126142	Village of Mishicot Treasurer	April 2020 Municipal Court Forfeitures	5/1/20	599.90
Total 126142	2:				599.90
05/07/2020	126143	Wells Fargo Financial Leasing	Copier Charges - 4/21/20-5/20/20	5010135705	2,700.00
Total 126143	3:				2,700.00
05/07/2020	126144	WEX Bank	Gasoline	64915261	3,804.88
Total 126144	4:				3,804.88
05/07/2020	126145	Wisc Dept Of Revenue-DEBITMEMO	TID 13 Creation Fee	04/29/2020	1,000.00
Total 126145	5:				1,000.00
05/07/2020	126146	Wisconsin Library Association	Membership Dues (Dawson)	9341	250.00
Total 126146	3:				250.00
05/07/2020 05/07/2020 05/07/2020 05/07/2020	126147 126147	Wisconsin Public Service Wisconsin Public Service Wisconsin Public Service Wisconsin Public Service	1520 17TH ST - Rec CEMETERY 1916 COLUMBUS ST - Elec GENERATOR	0401271669-04;4/20 0401271669-05;4/20 0401271669-10;4/20 0401271669-38;4/20	1,600.68 57.51 163.66 14.53

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Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
Total 126147	':				1,836.38
05/14/2020	126148	Abendroth, Tim & Kay	Refund / Brewer Game	5/8/2020	150.00
Total 126148	:				150.00
05/14/2020	126149	Advanced Disposal	Dumpster fee - WWTP	B20000449338	213.47
Total 126149):				213.47
05/14/2020 05/14/2020		Albright, Diane R. Albright, Diane R.	Refund / Baraboo Trip Downpayment Refund / Brewer Game	5/7/2020 5/8/2020	500.00 75.00
Total 126150	:				575.00
05/14/2020	126151	Amaril Uniform	Face Masks - Eng	IV169709	120.85
Total 126151	:				120.85
05/14/2020	126152	Andrews, Aubrey	Refund for duplicate payment on Invoice #1116	05/06/2020	305.41
Total 126152	!: ::				305.41
05/14/2020	126153	Associated Trust Company	GOPM DTD 4/01/10	15633	475.00
Total 126153	:				475.00
05/14/2020	126154	Aurora Health Care	Consortium Set Up	1922933	260.00
Total 126154	:				260.00
05/14/2020	126155	Batteries Plus Bulbs #507	Supplies-FD	P26145252	35.90
Total 126155	i:				35.90
05/14/2020	126156	Bauknecht-Pech, Gretchen	Refund / Duplicate Payment on Inv. 111183	05/06/2020	79.10
Total 126156):				79.10
05/14/2020	126157	Bayer, Thomas	Refund / Brewer Game	5/8/2020	75.00

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heck Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
Total 126157	7 <u>:</u>				75.00
05/14/2020	126158	Border States Industries Inc	Service & Supplies - Elec	919855931	540.45
Total 126158	3:				540.45
05/14/2020	126159	Bradley, Mary	Refund / Brewer Game	5/8/2020	75.00
Total 126159) :				75.00
05/14/2020	126160	Braun Building Center	Shelving Material - CH	BB070273401	82.80
Total 126160) :				82.80
05/14/2020	126161	Cintas Corp	Supplies - Elec	5016873039	62.93
Total 126161	1:				62.93
05/14/2020	126162	Cole, Catherine	Refund / Brewer Game	5/8/2020	150.00
Total 126162	2:				150.00
05/14/2020	126163	Country Visions Cooperative	Diesel/oil-PW	STATEMENT 4/30/20	4,955.46
Total 126163	3:				4,955.46
05/14/2020	126164	Curtis, Caroline	Refund / Brewer Game	5/8/2020	150.00
Total 126164	k:				150.00
05/14/2020	126165	Dept. of Workforce Development	Unemployment 04/01/2020-04/30/2020	4/1/2020-4/30/2020	900.89
Total 126165	5:				900.89
05/14/2020 05/14/2020 05/14/2020 05/14/2020 05/14/2020 05/14/2020	126166 126166 126166 126166 126166 126166	Dinges Fire Company	Supplies - FD Supplies - FD Supplies - FD Repair - FD Supplies - FD Supplies - FD	04732 04805 05060 05099 55500 55660	191.95 205.00 237.61 205.00 42.95 300.00

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Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
Total 126166	:				1,182.51
05/14/2020	126167	Eis Implement Inc	2020 Treader - Rec	PO 07012009	1,500.00
Total 126167	:				1,500.00
05/14/2020 05/14/2020		Englewood Electrical Supply Englewood Electrical Supply	Supplies-Elec CREDIT/Return - Elec	894030 917269	193.75 163.75-
Total 126168	:				30.00
05/14/2020	126169	Ertman, Helen	Refund / Brewer Game	5/8/2020	75.00
Total 126169	:				75.00
05/14/2020	126170	Ewald, Karen	Refund / Brewer Game	5/8/2020	75.00
Total 126170	:				75.00
05/14/2020	126171	Fink, Betty	Refund / Brewer Game	5/8/2020	75.00
Total 126171	:				75.00
05/14/2020	126172	Fire-Rescue Supply LLC	Annual Services & Supplies - FD	8624	890.00
Total 126172	:				890.00
05/14/2020	126173	Fitness Store	Flooring - Rec	2020-059	5,419.40
Total 126173	:				5,419.40
05/14/2020	126174	Fonda, Sandy	Refund / Baraboo Trip Downpayment	5/7/2020	324.00
Total 126174	:				324.00
05/14/2020	126175	Godfrey & Kahn	Attorney Fees - Hamilton Property	763775	1,354.00
Total 126175	:				1,354.00
05/14/2020	126176	Goessi, Joan	Refund / Brewers Game	5/8/2020	75.00

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		·	Description	Invoice Number	Invoice Amount
Total 126176	:				75.00
05/14/2020		Grainger	Supplies - WWTP	9506666149	2.37
05/14/2020 05/14/2020		Grainger Grainger	Supplies - WWTP Supplies - WWTP	9509558616 9513691585	22.78 46.78
Total 126177	:				71.93
05/14/2020	126178	Harrigan, Roger & Sandra	Refund / Brewer Game	5/8/2020	176.00
Total 126178	:				176.00
05/14/2020	126179	Hearley, Robert & Ruth Ann	Refund / Brewer Game	5/8/2020	150.00
Total 126179	:				150.00
05/14/2020	126180	Hendrick, Wayne & Gaylynn	Refund / Brewer Game	5/8/2020	150.00
Total 126180	:				150.00
05/14/2020	126181	Hoyt, Rose	Energy Star Rebate - Dehumidifier	5/7/2020	15.00
Total 126181	:				15.00
05/14/2020	126182	IDEXX Distribution Inc.	Colilert/Vessels-Wtr	3063206497	1,051.53
Total 126182	:				1,051.53
05/14/2020	126183	Integrated Public Resources LLC	Interim Parks & Rec Director 3/1/20-3/28/20	3900163	5,898.40
Total 126183	:				5,898.40
05/14/2020	126184	Kadow, Marilyn	Refund / Brewer Game	5/8/2020	85.00
Total 126184	:				85.00
05/14/2020	126185	Kamyszek, Carol	Refund / Brewer Game	5/8/2020	225.00
Total 126185	:				225.00

heck Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
05/14/2020	126186	Klein's Hardware Hank	Supplies - DPW	TR PUB WORKS - 4/6/20	35.40
Total 126186	3:				35.40
05/14/2020	126187	Kornely, Edd & Alice	Refund / Brewer Game	5/8/2020	150.00
Total 126187	7 :				150.00
05/14/2020 05/14/2020		Kurtz, Linda Kurtz, Linda	Refund / Baraboo Trip Full Payment Refund / Brewer Game	5/7/20 5/8/2020	700.00 75.00
Total 126188	3:				775.00
05/14/2020	126189	Langman, Linda	Refund / Brewer Game	5/8/2020	75.00
Total 126189	9:				75.00
05/14/2020	126190	Laurin, Leon & Maria	Refund / Brewer Game	5/8/2020	150.00
Total 126190):				150.00
05/14/2020	126191	Lemberger, Sue	Refund / Brewer Game	5/8/20	78.00
Total 126191	I:				78.00
05/14/2020	126192	Manitowoc Co Register Of Deeds	April 2020 Charges	MAY 1, 2020	60.00
Total 126192	2:				60.00
05/14/2020 05/14/2020		Manitowoc Public Utilities Manitowoc Public Utilities	Service - 2124 Woodland Dr - WWTP Service - 5000 Memorial Dr Wtr	04/29/20 4/29/2020	37.44 636.96
Total 126193	3:				674.40
05/14/2020	126194	Marco Technologies LLC	Prof Serv - Library	INV7588147	75.71
Total 126194	1 :				75.71
05/14/2020	126195	Mulhaney, Tom & Jean	Refund / Brewer Game	5/8/2020	150.00

Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
Total 126195	i:				150.00
05/14/2020	126196	Northern Lake Service Inc	Testing - WWTP	376777	582.70
Total 126196	3:				582.70
05/14/2020	126197	Peronto, Matthew	Energy Star Rebate - Refrigerator	5/7/2020	30.00
Total 126197	' :				30.00
05/14/2020	126198	Peters, Paul & Cathy	Refund / Baraboo Trip Downpayment	5/7/2020	500.00
Total 126198	3:				500.00
05/14/2020 05/14/2020		Peterson, Gene Peterson, Gene	Refund / Baraboo Trip Full Payment Refund / Brewer Game	5/7/2020 5/8/2020	700.00 75.00
Total 126199) :				775.00
05/14/2020 05/14/2020		Prairie Farms Dairy Inc Prairie Farms Dairy Inc	Dairy - Sr. Cntr. Dairy - Sr. Cntr.	9058219 9058635	98.14 28.04
Total 126200) :				126.18
05/14/2020	126201	Reinhart Foodservice	Food-Sr Ctr	119103	584.98
Total 126201	:				584.98
05/14/2020	126202	Riha, Marie	Refund / Brewer Game	5/8/2020	75.00
Total 126202	<u>:</u> :				75.00
05/14/2020	126203	Root, Judie	Refund / Brewer Game	5/8/2020	75.00
Total 126203	3:				75.00
05/14/2020	126204	Schmidt, Karl & Ellen	Refund / Brewer Game	5/8/2020	150.00
Total 126204	i:				150.00

Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
05/14/2020	126205	Schroeder, Lois	Refund / Brewer Game	5/8/2020	75.00
Total 126205	i				75.00
05/14/2020	126206	Schwake, Thomas C.	Refund / Brewer Game	5/8/2020	75.00
Total 126206	:				75.00
05/14/2020	126207	SEERA	Focus Program - 04/30/20	05/11/20	4,154.18
Total 126207	' :				4,154.18
05/14/2020	126208	Sherwin Industries Inc	Materials - DPW	SS083683	8,312.06
Total 126208	:				8,312.06
05/14/2020	126209	Stueck, John W	Refund / Brewer Game	5/8/2020	75.00
Total 126209):				75.00
05/14/2020	126210	Stueck, Thomas	Energy Star Rebate - Refrigerator	5/11/2020	55.00
Total 126210	:				55.00
05/14/2020	126211	Suettinger's Keys LLC	Rekey 2023 Washington Street	123816	55.00
Total 126211	:				55.00
05/14/2020	126212	T&R Electric Supply Company Inc.	Three Phase Pad Mount - Elec	157682	12,400.00
Total 126212	:				12,400.00
05/14/2020	126213	USA Blue Book	Supplies-WTr	215082	65.96
Total 126213	:				65.96
05/14/2020	126214	Vacuum Pump & Compressor Inc	Supplies-WWTP	97227-00	771.47
Total 126214	t.				771.47
05/14/2020	126215	Wallace, Linda	Refund / Brewer Game	5/8/2020	75.00

Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
Total 12621	5:				75.00
05/14/2020	126216	Wiesner, Dave	Refund / Brewer Game	5/8/2020	75.00
Total 12621	6:				75.00
05/14/2020	126217	Wirrer, Richard & Kay	Refund / Brewer Game	5/8/2020	166.00
Total 12621	7:				166.00
05/14/2020	126218	Wisc Dept of Transportation	Deposit into Traffice Violation & Registration Pr	05/04/2020	6.00
Total 12621	8:				6.00
05/14/2020	126219	Wisconsin Media	Ent/Riverview Pond	0003329817	601.34
Total 12621	9:				601.34
05/14/2020 05/14/2020 05/14/2020 05/14/2020 05/14/2020	126220 126220 126220	Wisconsin Public Service Wisconsin Public Service Wisconsin Public Service Wisconsin Public Service Wisconsin Public Service	RESEVOIR SOUTH TWR EAST TWR HIGH LIFT FILTER PLANT	0401271669-02;4/20 0401271669-25;4/20 0401271669-26;4/20 0401271669-32;4/20 0401271669-33;4/20	42.32 109.31 30.61 139.83 2,155.62
Total 12622	0:				2,477.69
05/14/2020	126221	Wisconsin Retirement System	April 2020 Contributions	APRIL 2020	104,756.89
Total 12622	1:				104,756.89
05/14/2020	126222	Wisniewski-Nikolai, Susan	Dance Instruction - 1/22/2020-3/13/2020	5/11/2020	1,134.74
Total 12622	2:				1,134.74
05/14/2020	126223	Wochos, James & Deborah	Refund / Brewer Game	5/8/2020	322.00
Total 12622	3:				322.00
05/21/2020	126224	A.G.A. Sod Farm	Sod - Rec	959	262.50

Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
Total 12622	4:				262.50
05/21/2020	126225	Airgas USA LLC	Cylinder Rent - WWTP	9970062732	262.26
Total 12622	5:				262.26
05/21/2020	126226	Ball Auto & Truck Parts Inc	Air Filter - WWTP	183564	57.22
05/21/2020	126226	Ball Auto & Truck Parts Inc	Air Filter-Credit WWTP	183599	63.99-
05/21/2020	126226	Ball Auto & Truck Parts Inc	socket set - WWTP	184953	259.99
Total 126226	6:				253.22
05/21/2020	126227	Crafts Inc	Roof repairs-Lib	5793	123.75
Total 12622	7 :				123.75
05/21/2020	126228	Cretton Enterprises Inc	Spring Clean-Up/Weed/Trim - Lib	9013	621.73
05/21/2020	126228	Cretton Enterprises Inc	April 2020 Services - Rec	9014	240.45
Total 126228	8:				862.18
05/21/2020	126229	Delta Dental of Wisconsin	Delta Premiums - June 2020	1447191	2,162.05
Total 126229	9:				2,162.05
05/21/2020	126230	Electrical Testing Laboratory	Gloves-Elec	34219	415.36
Total 126230	0:				415.36
05/21/2020	126231	Employee Benefits Corp	2020 Admin Fee	2895652	98.60
Total 12623	1:				98.60
05/21/2020	126232	Fastenal	Supplies - Elec	WIMAN265312	194.43
05/21/2020	126232	Fastenal	Supplies - Wtr	WIMAN265314	327.15
Total 126232	2:				521.58
05/21/2020	126233	Fire Dept Petty Cash	Petty cash reimbursement	5/19/20	86.24

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Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
Total 12623	3:				86.24
05/21/2020	126234	Geimer, Luke	Energy Star Rebate - Refrigerator	05/11/2020	30.00
Total 12623	4:				30.00
05/21/2020 05/21/2020 05/21/2020	126235	Grainger Grainger Grainger	Supplies-WTP Supplies-WTP Supplies-WTP	9521950858 9521955782 9522046805	19.68 61.20 15.52
Total 12623	5:				96.40
05/21/2020	126236	Granicus	Agenda & Minutes - CM	126000	500.00
Total 12623	6:				500.00
05/21/2020	126237	Hallman Lindsay	Street supplies - PW	J0177184	104.01
Total 12623	7:				104.01
05/21/2020	126238	Holy Family Memorial	Blood Draws-PD	LA106	20.00
Total 12623	8:				20.00
05/21/2020	126239	Homb, Dana	Energy Star Partners Rebate - Dishwasher	5/19/20	25.00
Total 12623	9:				25.00
05/21/2020	126240	K & S Tire Recycling Inc.	Tire Pick-up - DPW	86287A	125.00
Total 12624	0:				125.00
05/21/2020	126241	Klein's Hardware Hank	Supplies - City Hall	4/6/2020	1.49
Total 12624	1:				1.49
05/21/2020	126242	Koss, Melissa	Opt out of T-Ball-Rec	RECEIPT #20261	37.00
Total 12624	2:				37.00

Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
05/21/2020	126243	Liberty Mutual Insurance	Inland Marine - P&R	05/13/20	98.00
Total 126243	3:				98.00
05/21/2020	126244	Malley Printing Co	Envelopes-Cus Serv	27713	153.50
Total 126244	4:				153.50
05/21/2020 05/21/2020		Manitowoc Co Solid Waste Manitowoc Co Solid Waste	Account #162 April 2020 Service - Eng Account #239 April 2020 Service - Eng	35862 35907	9,618.78 2,803.67
Total 126245	5:				12,422.45
05/21/2020	126246	Manitowoc Co. Youth Sports Inc.	Team Entry Fee 2020-Rec	5/11/2020	330.00
Total 126246	3:				330.00
05/21/2020 05/21/2020		Manitowoc Disposal Inc Manitowoc Disposal Inc	Haul-Rec Recycling & Refuse Collect 5/2/2020-5/15/2020	45903 5/21/2020	140.00 14,157.64
Total 126247	7 :				14,297.64
05/21/2020	126248	Manitowoc Trophy	Signage for Garden signs - CM	36757	90.00
Total 126248	3:				90.00
05/21/2020	126249	Marco Technologies LLC	Prof Serv - Library	INV7605749	199.55
Total 126249	9:				199.55
05/21/2020	126250	MBM	Printers - Meter Charge 4/1/20-4/30/20	IN488268	254.76
Total 126250) :				254.76
05/21/2020	126251	Minnesota Life Insurance Co	Life Insurance premium - June 2020	JUNE 2020	3,844.96
Total 126251	1:				3,844.96
05/21/2020	126252	Mtwc Area Visitor/Conv Bureau	Portion of room tax collected - March 2020	5/12/20	3,504.13

Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
Total 126252	2:				3,504.13
05/21/2020	126253	North American UV Inc	Flared Domed Sleeve - WWTP	1619	467.00
Total 126253	3:				467.00
05/21/2020	126254	North Central Laboratories	Lab Supplies-WTP	438628	1,787.89
Total 126254	1 :				1,787.89
05/21/2020 05/21/2020		Northern Lake Service Inc Northern Lake Service Inc	Testing - Wtr Testing - Wtr	376951 377111	1,175.00 434.40
Total 126255	5:				1,609.40
05/21/2020	126256	Office Depot	Supplies - City Mgr	489834544001	104.55
Total 126256	3:				104.55
05/21/2020	126257	Personnel Evaluation Inc	PEP Billing 4/1/20-4/30/20 - PD	36641	20.00
Total 126257	7 :				20.00
05/21/2020	126258	Prairie Farms Dairy Inc	Supplies-Snr Cntr	9062043	95.55
Total 126258	3:				95.55
05/21/2020	126259	Quadient Inc	Ink Cartridge for IS3-4	16065085	419.19
Total 126259	9:				419.19
05/21/2020	126260	Quadient Leasing USA, Inc.	Folder/sorter lease	N8298177	612.03
Total 126260):				612.03
05/21/2020	126261	R&J Fricke Inc	Concrete pads-Rec	9097	300.00
Total 126261	l:				300.00
05/21/2020	126262	Reinders	Inventory-PW	ORDER #2683711-00	538.00

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Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
Total 126262	2:				538.00
05/21/2020 05/21/2020		Reinhart Foodservice Reinhart Foodservice	Food-Sr Ctr Food-Sr Ctr	114718 122441	479.70 919.17
Total 126263	3:				1,398.87
05/21/2020 05/21/2020		RESCO RESCO	Supplies-Elec Supplies-Elec	783130-00 783130-04	1,833.34 734.16
Total 126264	4 :				2,567.50
05/21/2020	126265	Salvage Battery & Lead Inc	Parts - DPW	14371	86.40
Total 126265	5:				86.40
05/21/2020	126266	Schindler Elevator Company	Maintenance Agreement - CH	8105333134	846.90
Total 126266	6:				846.90
05/21/2020	126267	Schroeder Bros Co	Bandana's - Rec	97864	37.50
Total 126267	7 :				37.50
05/21/2020	126268	Sherwin Williams Co	Parts for inventory - PW	8707-6	21.84
Total 126268	3:				21.84
05/21/2020	126269	Spychalski, Barbara	Overpayment on Citation BE968329-5	05/18/20	23.20
Total 126269	9:				23.20
05/21/2020 05/21/2020		Superior Chemical Corp Superior Chemical Corp	Supplies-FD Supplies-FD	261508 263377	76.69 85.34
Total 126270	O :				162.03
05/21/2020 05/21/2020		TAPCO TAPCO	Sign shop inventory-DPW GPS traffice lights Washington St - DPW	1668425 1668583	178.14 3,135.00

Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
Total 126271	l:				3,313.14
05/21/2020 05/21/2020 05/21/2020	126272	Two Rivers Automotive Supply Two Rivers Automotive Supply Two Rivers Automotive Supply	Door Linkage Clip-Rec Door Handle-Rec Spark Plug-Rec	5172-232480 5172-232481 5172-232575	4.33 32.46 4.06
Total 126272	2:				40.85
05/21/2020	126273	Two Rivers Hotel Group LLC	TID 12 Grant Agreement Payment #2	TID 12 GRANT AGREEME	500,000.00
Total 126273	3:				500,000.00
05/21/2020 05/21/2020 05/21/2020 05/21/2020 05/21/2020	126274 126274 126274	Two Rivers Municipal Utilities	606 Parkway Blvd (Paragon) 606 Parkway Blvd (Paragon) 606 Parkway Blvd (Paragon) 606 Parkway Blvd (Paragon) 606 Parkway Blvd (Paragon)	045-00007334-03;5/20 045-00007335-03;5/20 045-00007336-03;5/20 045-00007337-03;5/20 045-00007338-03;5/20	80.00 1,513.38 1,718.79 34.03 51.05
Total 126274	k:				3,397.25
05/21/2020	126275	Unique	Prof Serv - Lib	594916	26.85
Total 126275	5:				26.85
05/21/2020	126276	Unique Flying Objects	Flags-CM	2043	2,501.47
Total 126276	3:				2,501.47
05/21/2020	126277	USA Blue Book	CorePRO Sr. 15' Sampler - WWTP	141914	276.90
Total 126277	7:				276.90
05/21/2020	126278	Vang, Pang	Overpayment of citations for Sao Vang-PD	05/19/20	70.00
Total 126278	3:				70.00
05/21/2020 05/21/2020 05/21/2020	126279	Watson's Naturally Pure Water Watson's Naturally Pure Water Watson's Naturally Pure Water	Statement - WWTP 4/30/20 Statement - WWTP 4/30/20 Statement - WWTP 4/30/20	REFERENCE #179637 REFERENCE #180018 REFERENCE #180242	4.95 70.95 82.95

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theck Issue Dates: 5/1/2020 - 5/31/2020	

Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
Total 126279	9:				158.85
05/21/2020 05/21/2020		Wells Fargo Vendor Financial Services L Wells Fargo Vendor Financial Services L		5010307099 5010307100	932.74 1,185.38
Total 126280	D :				2,118.12
05/21/2020	126281	Wisc Dept of Administration	Public benefit fee 3rd quarter	505-0000047515	11,059.56
Total 126281	1:				11,059.56
05/21/2020	126282	Wisc Dept Of Revenue-DEBITMEMO	April 2020 Sales Tax	5/11/2020	10,741.30
Total 126282	2:				10,741.30
05/21/2020	126283	Wisc State Laboratory/Hygiene	Flouride - Wtr	632931	26.00
Total 126283	3:				26.00
05/21/2020 05/21/2020 05/21/2020 05/21/2020	126284 126284	Wisconsin Public Service Wisconsin Public Service Wisconsin Public Service Wisconsin Public Service	114 Davis Street LIBRARY Pavillion 3801 Mishicot Rd.	0401271669-1;5/20 0401271669-23;5/20 0401271669-42;5/20 0401271669-9;5/20	27.14 328.65 32.16 124.81
Total 126284	4:				512.76
05/21/2020	126285	WOMT	WOMT Ads-CM	886-00056-0010	202.00
Total 126285	5:				202.00
05/21/2020	126286	WPPI - Debit Memo	Apr 2020 Purchased Power	25-42020	418,282.10
Total 126286	6:				418,282.10
05/21/2020 05/21/2020 05/21/2020 05/21/2020	126287 126287	WPPI Energy WPPI Energy WPPI Energy WPPI Energy	Water Plant equipment retrofit Monthly Loan Py Water Pump Efficiency Retrofit - Wtr Library HVAC retrofit project Loan Payment LED Street Light - Elec	INV13574 INV13575 INV13576 INV13578	390.23 117.30 1,075.67 252.92

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Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
Total 126287	7 :				1,836.12
05/28/2020	126288	4 K's Pest Control LLC	Pest Control for 1 Year - Lib	14443	540.00
Total 126288	3:				540.00
05/28/2020	126289	4-H Manitowoc Leaders Association	ARef-Lib	5/19/2020	88.25
Total 126289	9:				88.25
05/28/2020	126290	Andrea Regina	Refund-Covid 19	RECEIPT # 20337	30.00
Total 126290) :				30.00
05/28/2020	126291	Aqua-Aerobic Systems Inc.	Membrane Modules - Wtr	1023955	103,539.00
Total 126291	1:				103,539.00
05/28/2020	126292	August Winter & Sons Inc	Payment #9 for Project # TR 24	TR 24 PAYMENT #9	127,927.00
Total 126292	2:				127,927.00
05/28/2020	126293	Aurora Health Care	Pharmacy - April 2020	IN 484	825.53
Total 126293	3:				825.53
05/28/2020	126294	Carron Net Company Inc	Asphalt Tarp - DPW	343138	50.00
Total 126294	1:				50.00
05/28/2020	126295	Cool City Cleaners Inc	Carpets/Rugs-WTP	101005	56.00
Total 126295	5:				56.00
05/28/2020	126296	DeBruyn, Don	Solar Credit Refund - Acct 8421-0	5/27/20	122.90
Total 126296	5:				122.90
05/28/2020	126297	Electrical Testing Laboratory LLC	Gloves, sleeves, blankets, hose tested-Elec	34296	471.66

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 Check Issue Dates: 5/1/2020 - 5/31/2020
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Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
Total 126297	7 :				471.66
05/28/2020	126298	Frontier	Telephone	5741;5/20	84.99
Total 126298	3:				84.99
05/28/2020 05/28/2020	126299 126299	Gannett Wisconsin Media Gannett Wisconsin Media	Annual Subscription 7/1/20-6/30/21 - Lib HTR Annual Subscription - Lib	5/27/20 HR0409300 5/27/20	630.98 493.90
Total 126299	9:				1,124.88
05/28/2020	126300	Grainger	Paint Marker-WTP	9524074540	6.67
Total 126300	D:				6.67
05/28/2020	126301	Hach Company	Chemicals-Wtr	11941118	244.22
Total 126301	1:				244.22
05/28/2020	126302	Hastings Air-Energy Control In	Supplies-FD	183216	276.24
Total 126302	2:				276.24
05/28/2020	126303	HydroCorp	Cross Connection Control Prog - April 2020	0057161-IN	3,138.00
Total 126303	3:				3,138.00
05/28/2020	126304	JF Ahern Co	Fire Equipment Inspections-FD	376998	429.05
Total 126304	1 :				429.05
05/28/2020	126305	Julie A Schroeder	Cancil Facility - Covid concerns - Rec	RECEIPT # 20340	37.50
Total 126305	5:				37.50
05/28/2020	126306	Kulpa Jr, Frank	Solar Credit Acct #8419-0	5/27/20	140.00
Total 126306	3:				140.00
05/28/2020	126307	LeClair Bros Heat/AC Inc	Service - DPW	11529	95.00

Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
Total 126307	:				95.00
05/28/2020	126308	Lindner Ace Hardware Manitowoc	Locks for Towers/Gates - Wtr	190940	124.70
Total 126308	:				124.70
05/28/2020 05/28/2020 05/28/2020	126309	Mammoth Construction Mammoth Construction Mammoth Construction	Lake Mich. Shoreline Erosion @ Neshotah Lake Mich. Shoreline Erosion @ Neshotah Shoreline Protection@WWTP	808 815 819	40,505.50 3,671.25 44,737.77
Total 126309	:				88,914.52
05/28/2020	126310	Manitowoc Co Solid Waste	Account #165 April 2020 - Rec	35864	179.85
Total 126310	:				179.85
05/28/2020	126311	Prompt Printing Center	Garbage stickers - Cust Serv	34585	1,080.00
Total 126311	:				1,080.00
05/28/2020	126312	Ray O'Herron Co Inc	Supplies-PD	2026396-IN	433.34
Total 126312	:				433.34
05/28/2020	126313	Reinhart Foodservice	Food-Sr Ctr	127776	1,667.17
Total 126313	:				1,667.17
05/28/2020	126314	Storm the Lawn Pro LLC	Treatment - Water Dept	162690	104.95
Total 126314	:				104.95
05/28/2020	126315	Strand Associates Inc	Prof. Srvcs. 4/1/20-4/30/20	0159772	261.97
Total 126315	:				261.97
05/28/2020	126316	Stryker Sales Corporation	Battery - FD	3020244	650.05
Total 126316	:				650.05

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Check Register - Monthly Bill Summary Check Issue Dates: 5/1/2020 - 5/31/2020

Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Amount
05/28/2020	126317	Synergy Environmental Lab Inc	Riverview Pond	E37761	945.00
Total 126317	' :				945.00
05/28/2020 05/28/2020 05/28/2020	126318	Town & Country Engineering Inc Town & Country Engineering Inc Town & Country Engineering Inc	Digester & RAS Improvements Digester & RAS Improvements 2020 Utility Improvements	21558 21559 21560	2,197.50 3,594.50 830.00
Total 126318	3:				6,622.00
05/28/2020	126319	Two Rivers Historical Society	June 2020 Monthly Support Pymt	JUNE 2020	250.00
Total 126319):				250.00
05/28/2020	126320	USA Blue Book	Supplies-WWTP	182706	617.92
Total 126320):				617.92
05/28/2020	126321	WEX Bank	Gasoline	65436297	4,052.71
Total 126321	:				4,052.71
05/28/2020 05/28/2020 05/28/2020 05/28/2020	126322 126322 126322 126322	Wisconsin Public Service Wisconsin Public Service Wisconsin Public Service Wisconsin Public Service	WARM BLDG FIRE DEPT 1401 Lake Street 1300 35th Street - Rec	0401271669-12;5/20 0401271669-3;5/20 0401271669-35;5/20 0401271669-7;5/20	17.33 307.68 2,346.60 58.38
Total 126322	<u>:</u> :				2,729.99
05/29/2020	126323	U.S. Bank-Debit Memo	Credit Card Usage - May 2020	STMT;5/6/2020	44,831.07
Total 126323	3:				44,831.07
Grand Totals	:				1,725,863.20

--MEMORANDUM-

a Sully

TO:

City Council

DATE:

June 12, 2020

FROM:

Gregory E. Buckley

City Manager

SUBJECT: Riverview Pond

Per the recommendations from both the Public Works Committee and the Utilities Committee at their joint meeting on June 3, I contacted both State Senator Andre Jacque and State Representative Shae Sortwell via email that same evening, to request their assistance in getting the DNR to consider allowing the City to leave the solid waste encountered at the Riverview Pond site on-site, rather than hauling it all to a landfill. (This request had been twice denied by WDNR staff at the NE Region offices in Green Bay.)

The next day, Senator Jacque set an appointment with Darci Foss, head of the Environmental Management Division of WDNR, to discuss the situation. They conferred on Friday, June 5, and Ms. Foss indicated she would be in touch with the City by Wednesday, June 10 to discuss possible options for keeping the solid waste (which appears to be pretty benign household waste) on the site. She indicated that there were some possibilities for allowing the waste to remain on-site.

Ms. Foss indeed contacted me on the morning of June 10, and indicated that the DNR may be able to allow the waste to remain on site, under a regulatory exemption for "Low-Hazard Waste." She further indicated that I would be contacted by Natasha Gwidt of the DNR's NE Region. Ms. Gwidt emailed me on June 11, to set up a conference call on this matter. That call will include representatives of the City and McMahon Associates, speaking with Kristin DuFresne—the Northeast Region's Waste and Materials Management Supervisor. The call is being set up for next week Thursday or Friday, June 18 or 19.

While this is positive news, and we appreciate DNR's willingness to consider this option, the pursuit of a Low Hazard Wastes exemption likely going to require additional testing of the materials in question and is going to take time. More time than we have available to qualify for this year's round of Clean Water Fund (CWF) financing. That process requires that we have a signed contract with a contractor, and close on the financing by June 30.

We could also encounter some added costs going this route, which are not anticipated in the cost estimates for the "leave the garbage on site" option, addressed in City Engineer Jim McDonald's attached report.

If the project is not awarded and constructed this year, we will be "kicking it down the road" at least two years, because the City is not in line for Clean Water Fund Loan financing and any possible principal forgiveness through that program in 2021. To have gotten in the queue for possible CWF financing would have required filing an "Notice of Intent" to apply for such financing last October.

The City will need to start over with an application for CWF loan financing for 2022 or a later year and for possible "principal forgiveness" (whereby 30 percent of the CWF loan is written off as a grant). We will also need to re-apply for a "Non-Point" grant of \$170,000 that had been awarded for this project.

Jim McDonald proposes that the City award the contract as bid to the low bidder, Vinton Construction, and proceed to close on CWF financing for the project cost that includes the need to landfill the garbage found on the pond site, at an estimated cost of \$421,000. If the Council selects that route, City staff and McMahon would still pursue the Low Hazard Waste Exemption to reduce costs—but we cannot guarantee we would be successful, nor that we would be able to get the DNR approvals needed in a timely manner.

As both McMahon and our City Engineer have shown in recent reports to the City Council, this storm water treatment pond on the East Twin River is still one of our most cost-effective pond options, even with the unanticipated add-on for garbage disposal. A cost of \$4.42 per pound of Total Suspended Solids, per year, makes it the second most cost-effective pond option on the East Twin. (See the table from McMahon's June 3 Powerpoint that is attached to Jim McDonald's memo.)

That cost per pound reflects the considerable grant funding lined up for this project: \$695,000. We cannot guarantee that future efforts will secure grant funding for this pond to the extent has been secured for 2020. On the other hand, eliminating \$421,00 worth of waste disposal costs is the equivalent of a \$421,000 grant, when it comes to the bottom line cost for this project.

At the end of day, this is the City Council's decision, and it is true that the City is not currently mandated to build any more ponds.

A vote to not award the contract to Vinton, as bid, effectively means that any storm water pond project at this site is at least two years in the future, with prospects for grant funding unknown. That said, funding IS in place to build the downtown Eggers Pond in 2021, and Two Rivers will continue to make its best efforts to not only comply with current regulations, but to position itself to meet regulatory requirements, like Total Daily Maximum Loading (TMDL) for TSS and Phosphorus, that are coming in the future.

I know that this is a lot of information to consider. If you have questions between now and Monday night's meeting, please call me (793-5532 office/973-8065 cell) or Jim McDonald (793-5540 office/973-8068 cell).



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

Council Manager Government Since 1924

Date: June 12, 2020

To: Greg Buckley, City Manager,

City Council

From: Jim Mc Donald, PE, City Engineer / Public Works Director

Re: Comments and Considerations Regarding Riverview Pond Bid Award

This office previously recommended award of the Riverview Pond Construction Contract to the Low Bidder, Vinton Construction of Two Rivers. This memo is to provide more detail regarding the reasons for the recommendation.

Our Consultant has made it clear during a couple of presentations that the City is not currently under any deadline to construct this or any other pond. It was also pointed out that it is almost certain that more stringent requirements will be imposed within the next few years.

We have constructed, and currently operate, several ponds, most discharging to the West Twin River. The decade old ponds were all built on the West Twin because at that time it was classified as an impaired water body. At that same time, the East Twin was not considered impaired, thus making it then, a lesser priority. More recently, the East Twin was reclassified and is now considered an impaired water body. "Impaired" relates to the EPA definition of "fishable and swimmable".

A new set of limits now under development are directed toward the impaired water bodies. The resulting Total Maximum Daily Loads (TMDL) is intended to bring down levels of Total Suspended Solids (TSS) and Total Phosphorous (TP) to meet the EPA and DNR goals for the respective water bodies. At present, the anticipated limits for the West Twin can likely be met by adding the efforts of a Vacuum Sweeper operating every other week (in conjunction with a parking ordinance) and the existing pond system.

It should be noted that the TMDL limits are currently being developed and opportunity does exist for input that can influence the limits.

We cannot meet anticipated requirements for the East Twin without the construction of several ponds. Even with the parking ordinance and high efficiency sweeper, some additional construction would be needed. The targeted pounds per year to be removed can be met by construction of five ponds along the East Twin. These include Riverview at 14,922 pounds per year, 42nd Street at 19,343, Vietnam Vets Park at 14,433, 26th Street (Paddlers Park) at 12,837 and Washington Park at 4,321 pounds per year.

The status or condition of these sites is:

Riverview: Although wetlands are avoided, refuse was found just prior to

bidding. This revelation was made after numerous borings were made by the previous owner and by the City. None of the borings detected any sign of refuse or contamination. Prior to placement of refuse and cover and / or fill material, the site was

apparently a wetland.

42nd Street: This site is situated at the bottom of a very steep ravine and is

within a pristine wetland. Hydraulic and wetland mitigation issues, construction logistics and challenges, and associated

costs, made the site unattractive at this time.

Vietnam Vets: This site is located within an area formerly used as a dredge

disposal site that may have been placed atop a landfill. The site is also located downgradient from an undocumented former landfill. In addition to these negative factors, the site is used

extensively as a recreation area.

Paddlers Park: This site is partially in private ownership and does contain some

wetlands. It is not known if refuse is buried at the sites, but proximity to the River and associated wetlands makes it suspect. We do know that the soils in the area are very poor, wet and a problem during construction. The site is surrounded

on three sides by residential and commercial properties.

Washington: Although owned by the City, the site is in or partially in a

wetland and reportedly contains refuse.

The 20th Street or "Eggers Pond" would remove 5,369 pounds per year. It could take the place of the Washington Park pond in the above listing and would likely

be more cost effective as only construction rubble with some minimal volumes of lead contamination has been found to date.

The Riverview site was selected for continued evaluation following the Lincoln Avenue project wherein WDOT discharged a 36-inch storm sewer upstream of the City 12-inch storm sewers. We had also extended the drainage basin by running a sewer from Garfield to Lincoln Avenue and north of 34th Street on Lincoln Avenue. We did wetland delineations or cursory reviews on several sites to rule them out or for further scrutiny. Wetlands and refuse potential eliminated most from this effort, leaving top contenders as Riverview and Paddlers Park. Riverview had a willing seller, so an appraisal was authorized to keep the site grant eligible. The other site (adjacent to Paddlers Park and needed for the project) had multiple owners with some reluctance to sell. The Riverview site serves a larger drainage basin and would not disrupt use of the Paddlers Park launch. Additional interest in the Riverview site relates to the potential for private development on unused portions of the site following Pond Construction.

Wetland delineations were done on each and wetland areas were mapped out. Surface reviews were made for signs of soil suitability. Soil bearing issues and shrink – swell issues were noted on streets next to the Paddlers Park parcels. Surface soils in possible construction area appeared suitable. The area had been reported to be filled.

An appraisal was authorized for the Riverview site following delivery of a soil investigation report (including borings) by the owner. The soils report presented no evident problems. A Phase 1 was authorized, and additional soil borings were made. No structural issues were found, and no solid waste or other environmental issues were discovered. With structural and environmental issues appearing very minimal and wetlands delineated, the site was purchased.

Plans were prepared and approved, and a bid date was set after financing was arranged with principal forgiveness, grant and low interest loan funds. Only upon the contractor digging a test pit to better determine dewatering costs was solid waste evidence discovered. A new bid date was set, and the resulting bids received.

Although the low bid was significantly higher than the original pre-bid estimates (opinion of probable cost), the resulting net cost, after accounting for grants and principal forgiveness yields an amount the is equal to or less than a similarly sized pond constructed in a wetland area. In addition to losing the UNPS grant (does not allow construction in a wetland), an additional cost would be incurred to buy in to a wetland bank, or WDNR equivalent. That cost runs between

\$110,000 and \$120,000 per acre and can require 1.5 to 2 times the area of the disrupted wetland area, depending upon the quality. For reference, the Riverview site creates a permanently disturbed area of a bit more than two acres, with another one to two acres disrupted. Those two acres can mean purchase of three or more acres in a wetland bank. Any other wetland disrupted during construction would, at a minimum, need to be returned to original condition at an unknown cost.

Beyond purchasing the private lots and dealing with the neighborhood, the Paddlers Park site (27th Street) site has an unknown subsurface. We know the soils in the area are poor (by the condition of the streets) and that dewatering would be a significant expense. We do not know if refuse is present. Although possible, the tight construction work and access areas, along with the proximity of homes and businesses present problems and expense.

The 20-year Average Annual TSS Cost for the City in Dollars per Pound is 33% more expensive for the Paddlers Park site over the Riverview site. A ranking of the cost per pound removed places Riverview at number 2, right after Washington Park Pond. Paddlers is seventh in that ranking

Although the bid for the Riverview Pond is more than that originally estimated by the consultant, it is still one of the more cost-effective ponds Two Rivers could construct to move toward future compliance. All others are within wetlands, contain suspected refuse, or both.

This office recommends award of the contract to Vinton.

Submitted by: James J. Mc Donald

BID TABULATION

CITY OF TWO RIVERS Owner: Project Name: Riverview Pond Contract No. T0007-9-18-00557 Bid Date: May 14, 2020 Bid Time:

2:00 p.m., local time Shawn Jandrey / Nick Vandey, P.E., CPESC Project Manager:

Engineer:

McMahon Associates, Inc. 1445 McMahon Drive

PO Box 1025

Neenah, WI 54956 / 54957-1025

VINTON CONSTRUCTION CO. 1322 33rd Street PO Box 137 Two Rivers, WI 54241

Option	1_Haut	Calid	M/acta	to 1	andfill
Option	T-Llan	2011a	waste	101	.andtiii

Item	Qty	Unit	Description	Unit Price	Total
1.	1	L.S.	Clearing and Grubbing	\$9,820.00	\$9,820.00
2.	1	L.S.	Traffic Control	\$1,750.00	\$1,750.00
3.	12,260	C.Y.	Common Excavation	\$15.64	\$191,746.40
4.	6,104	S.Y.	Clay Liner (4 Foot)	\$59.53	\$363,371.12
5.	1	L.S.	12 Ounce Geo-Synthetic Fabric (Estimated at 6,104 S.Y.)	\$18,500.00	\$18,500.00
6.	1	L.S.	Geotechnical Engineer	\$9,400.00	\$9,400.00
7.	538	L.F.	42 Inch RCP Class III Storm Sewer	\$145.00	\$78,010.00
8.	47	L.F.	24 RCP Class III Storm Sewer	\$100.00	\$4,700.00
9.	193	L.F.	18 Inch RCP Class III Storm Sewer	\$74.80	\$14,436.40
10.	1	Ea.	Anti-Seep Collar	\$700.00	\$700.00
11.	2	Ea.	42 Inch RCP Apron Endwall with Joint Ties	\$1,456.00	\$2,912.00
12.	1	Ea.	24 Inch RCP Apron Endwall with Joint Ties	\$906.00	\$906.00
13.	1	Ea.	18 Inch RCP Apron Endwall with Joint Ties	\$769.00	\$769.00
14.	1	Ea.	Flap Gate (Outlet Structure)	\$2,438.00	\$2,438.00
15.	1	Ea.	Pond Outlet Structure and Trash Racks	\$8,644.00	\$8,644.00
16.	12.48	V.F.	Storm Manhole (8 Foot Diameter)	\$927.00	\$11,568.96
17.	18.65	V.F.	Storm Manhole (6 Foot Diameter)	\$692.00	\$12,905.80
18.	7.98	V.F.	Storm Manhole (4 Foot Diameter)	\$600.00	\$4,788.00
19.	50	C.Y.	Heavy Rip Rap with Type HR Fabric	\$81.00	\$4,050.00
20.	37	C.Y.	Medium Rip Rap with Type HR Fabric	\$81.00	\$2,997.00
21.	1	Ea.	Tracking Pad	\$5,000.00	\$5,000.00
22.	1,630	L.F.	Silt Fence	\$2.50	\$4,075.00
23.	3	Ea.	Inlet Protection	\$70.00	\$210.00
24.	1	L.S.	Dewatering	\$280,000.00	\$280,000.00
25.	1,165	S.F.	Concrete Street Repair	\$13.50	\$15,727.50
26.	170	S.F.	Concrete Sidewalk Repair	\$10.00	\$1,700.00
27.	86	L.F.	Gravel Maintenance Trail (12 Inch Thick)	\$15.38	\$1,322.68
28.	1,092	L.F.	Gravel Maintenance Trail (8 Inch Thick)	\$12.23	\$13,355.16
29.	0.87	Ac.	Temporary Stabilization for Prairie Area	\$16,314.00	\$14,193.18
30.	1.24	Ac.	Turf Grass (Fertilizer, Seed & Mulch)	\$14,475.00	\$17,949.00
31.	1	L.S.	Goose Protection Fencing (Approximately 1,702 L.F.)	\$8,084.50	\$8,084.50
32.	2	EVENT	Site Preparation Herbiciding Shallow Marsh Areas	\$500.00	\$1,000.00
33.	0.29	AC.	Shallow Marsh Planting	\$81,172.00	\$23,539,88
34.	5	EVENT	Site Preparation Herbiciding Wet to Wet Mesic Prairie Area	\$650.00	\$3,250.00
35.	0.17	Ac.	Wet to Wet Mesic Prairie Planting	\$13,000.00	\$2,210.00
36.	0.7	Ac.	Mesic Prairie Planting	\$11,000.00	\$7,700.00
37.	4,210	S.Y.	Erosion Mat (WisDOT Class I, Type A) (Pond Prairie Areas)	\$1.45	\$6,104.50
38.	8	Ea.	Swamp White Oak (1 - 1.25 Inch Caliper)	\$550.00	\$4,400.00
39.	8,596	TON	Waste Disposal Tipping Fee	\$49.00	\$421,204.00
40.	5	TON	Tire Disposal	\$49.00	\$245.00
41.	1	L.Ş.	Waste Disposal Trucking (Estimated 1,444 Hours)	\$0.01	\$0.01
42.	523	S.Y.	Solid Waste Capping	\$7.26	\$3,796.98
43.	20	DAY	Dewatering of Contaminated Soil	\$350.00	\$7,000.00

TOTAL (Items 1 through 43, Inclusive)

Construction Cost Engineering, Permits, & Contingency Fund (25%) **Land Acquisition** TOTAL PROJECT COST

\$1,586,480.07 \$396,620.02 95,800.00 \$2,078,900.09

\$1,586,480.07

BID TABULATION

Owner: CITY OF TWO RIVERS
Project Name: Riverview Pond
Contract No. T0007-9-18-00557
Rid Date: May 14, 7030

Bid Date: May 14, 2020
Bid Time: 2:00 p.m., local time

Project Manager: Shawn Jandrey / Nick Vandey, P.E., CPESC

Engineer:

McMahon Associates, Inc. 1445 McMahon Drive

PO Box 1025

Neenah, WI 54956 / 54957-1025

VINTON CONSTRUCTION CO. 1322 33rd Street PO Box 137 Two Rivers, WI 54241

Option 2-Keep Solid Waste On-Site

Item	Qty	Unit	Description	Unit Price	Total
1.	1	L.S.	Clearing and Grubbing	\$9,820.00	\$9,820.00
2.	1	L.S.	Traffic Control	\$1,750.00	\$1,750.00
3.	12,260	C.Y.	Common Excavation	\$15.64	\$191,746.40
l.	6,104	S.Y.	Clay Liner (4 Foot)	\$59.53	\$363,371.12
5.	1	L.S.	12 Ounce Geo-Synthetic Fabric (Estimated at 6,104 S.Y.)	\$18,500.00	\$18,500.00
j.	1	L.S.	Geotechnical Engineer	\$9,400.00	\$9,400.00
·.	538	L.F.	42 Inch RCP Class III Storm Sewer	\$145.00	\$78,010.00
ł.	47	L.F.	24 RCP Class III Storm Sewer	\$100.00	\$4,700.00
9.	193	L.F.	18 Inch RCP Class III Storm Sewer	\$74.80	\$14,436.40
0.	1	Ea.	Anti-Seep Collar	\$700.00	\$700.00
l 1 .	2	Ea.	42 Inch RCP Apron Endwall with Joint Ties	\$1,456.00	\$2,912.00
2.	1	Ea.	24 Inch RCP Apron Endwall with Joint Ties	\$906.00	\$906.00
3.	1	Ea.	18 Inch RCP Apron Endwall with Joint Ties	\$769.00	\$769.00
14.	1	Ea.	Flap Gate (Outlet Structure)	\$2,438.00	\$2,438.00
5.	1	Ea.	Pond Outlet Structure and Trash Racks	\$8,644.00	\$8,644.00
.6.	12.48	V.F.	Storm Manhole (8 Foot Diameter)	\$927.00	\$11,568.96
.7.	18.65	V.F.	Storm Manhole (6 Foot Diameter)	\$692.00	\$12,905.80
.8.	7.98	V.F.	Storm Manhole (4 Foot Diameter)	\$600.00	\$4,788.00
.9.	50	C.Y.	Heavy Rip Rap with Type HR Fabric	\$81.00	\$4,050.00
.0.	37	C.Y.	Medium Rip Rap with Type HR Fabric	\$81.00	\$2,997.00
1.	1	Ea.	Tracking Pad	\$5,000.00	\$5,000.00
2.	1,630	L,F.	Silt Fence	\$2.50	\$4,075.00
3.	3	Ea.	Inlet Protection	\$70.00	\$210.00
4.	1	L.S.	Dewatering	\$280,000.00	\$280,000.00
5.	1,165	S.F.	Concrete Street Repair	\$13.50	\$15,727.50
6.	170	S.F.	Concrete Sidewalk Repair	\$10.00	\$1,700.00
7.	86	L.F.	Gravel Maintenance Trail (12 Inch Thick)	\$15.38	\$1,322.68
.8.	1,092	L.F.	Gravel Maintenance Trail (8 Inch Thick)	\$12.23	\$13,355.16
9.	0.87	Ac.	Temporary Stabilization for Prairie Area	\$16,314.00	\$14,193.18
0.	1.24	Ac.	Turf Grass (Fertilizer, Seed & Mulch)	\$14,475.00	\$17,949.00
1.	1	L.S.	Goose Protection Fencing (Approximately 1,702 L.F.)	\$8,084.50	\$8,084.50
2.	2	EVENT	Site Preparation Herbiciding Shallow Marsh Areas	\$500.00	\$1,000.00
3.	0.29	AC.	Shallow Marsh Planting	\$81,172.00	\$23,539.88
4.	5	EVENT	Site Preparation Herbiciding Wet to Wet Mesic Prairie Area	\$650.00	\$3,250.00
5.	0.17	Ac.	Wet to Wet Mesic Prairie Planting	\$13,000.00	\$2,210.00
6.	0.7	Ac.	Mesic Prairie Planting	\$11,000.00	\$7,700.00
7.	4,210	S.Y.	Erosion Mat (WisDOT Class I, Type A) (Pond Prairie Areas)	\$1.45	\$6,104.50
8.	8	Ea.	Swamp White Oak (1 - 1.25 Inch Caliper)	\$550.00	\$4,400.00
9.	8,596	TON	Waste Disposal Tipping Fee	\$49.00	\$421,204.00
0.	5	TON	Tire Disposal	\$49.00	\$245.00
11.	1	L.S.	Waste Disposal Trucking (Estimated 1,444 Hours)	\$0.01	\$0.01
12.	523	S.Y.	Solid Waste Capping	\$7.26	\$3,796.98
13.	20	DAY	Dewatering of Contaminated Soil	\$350.00	\$7,000.00

TOTAL (Items 1 through 43, Inclusive)

ALTERNATE BID B *Replaces highlighted items

Item	Qty	Unit	Description	U
B-1	2,300	S.Y.	Solid Waste Capping	
B-2	1	L.S.	Erosion Control (4 Inch Topsoil, Seed, Fertilizer and Mulch)	

TOTAL ALTERNATE BID B (items B-1 through B-2, Inclusive)

Construction Cost Engineering, Permits, & Contingency Fund (25%) Land Acquisition TOTAL PROJECT COST

Unit Price	Total
\$4.44	\$10,212.00
\$6,500.00	\$6,500.00

\$1,177,946.08 \$294,486.52 \$ 95,800.00 **\$1,568,232.60**

\$16,712.00

\$1,586,480.07

	RIVERVIEW POND COST COMPARISON					
	12-Jun-20					
		Garbage	Gai	rbage Left on		
		o Landfill		On Site	D	ifference
Constructi	on Cost	\$ 1,586,480	\$	1,586,480	\$	-
Less:	Waste Disposal & Tipping Fee		\$	(421,204)	\$	421,204
	Tire Disposal		\$	(245)	\$	245
	Waste Disposal Trucking		\$	(0)	\$	0
	Solid Waste Capping		\$	(3,797)	\$	3,797
Add:	Alternate B Costs		\$	16,712	\$	(16,712)
Sub Total	Construction	\$ 1,586,480	\$	1,177,946	\$	408,534
	Engineering, Permits, Contingency (15%)	\$ 237,972	\$	176,692	\$	61,280
	Land Acquisition	\$ 95,800	\$	95,800		
	Project Total	\$ 1,920,252	\$	1,450,438	\$	469,814
	UNPS Grant	\$ (170,293)	\$	(170,293)		•
	Remaining Cost for CWF	\$ 1,749,959	\$	1,280,145	\$	469,814
	30% Principal Forgiveness	\$ 524,988	\$	384,043	\$	140,944
	Financed at Approximately 1.76%	\$ 1,224,971	\$	896,101	\$	328,870
	Cost/l.b./year, based on net cost to City	\$ 4.42	\$	3.32	\$	1.10
	(After applying grants/principal forgiveness)					33%

Potential Wet Pond Retrofits

East Twin River Watershed Area BMP ID (acres) Washington Park Pond 32.68 Riverview Pond Waste 83.98 42nd Street Pond 14.66 Wilson Pond 58.07				(an i) amiliar manualana imi				8	BMP Cost		
er Watershed Area (acres) Pond 32.68 With Solid Waste 83.98 * 14.66	Doğum	A	3				Water Surface		Average	20-Year Average	
er Watershed A (ac) ID (ac) Pond With Solid Waste	Drainage	Drainage	Outfall	Total Load Total Load	Total Load		(acres) or	Capital	O&M	TSS Cost	
Pond With Solid Waste	System (Ibs/yr)	System (lbs/yr)	Controls (lbs/yr)	Reduction (Ibs/yr)	Reduction (%)	Net Gain (lbs/yr)	Filter Area (s.f.)	Costs 2020	Costs 2020	For City (\$/ib)	Rank
With Solid Waste	7,084	5,584	1,263	5,821	82.2%	4,321	0.30	\$318,000	\$4,129	\$4.33	+
*	24,560	19,721	4,799	19,761	80.5%	14,922	96.0	\$1,225,000	\$7,022	\$4.42	C
	31,188	24,676	5,333	25,855	82.9%	19,343	1.43	\$1,720,000	\$9,199	\$4.77	က
	5,764	4,725	928	4,836	83.9%	3,797	0.27	\$360,000	\$3,998	\$5.46	4
	17,811	14,302	3,252	14,559	81.7%	11,049	0.89	\$1,117,000	\$6,716	\$5.47	2
Vietnam Vet's Park Pond 127.23	22,596	18,846	4,413	18,183	80.5%	14,433	1.49	\$1,501,000	\$9,478	\$5.65	9
27th Street Pond (Paddler's Park) 92.59	23,684	19,701	6,864	16,821	71.0%	12,837	0.57	\$1,443,000	\$5,313	\$5.90	7
49th Street Pond 36.97	6,819	5,468	1,294	5,524	81.0%	4,173	0.49	\$478,000	\$4,962	\$6.53	8
Riverside Pond 39.01	7,667	6,337	1,464	6,204	80.9%	4,874	09.0	\$585,000	\$5,444	\$6.76	6
Fisher / 20th Street / Eggers Pond 27.63	7,623	6,860	1,491	6,132	80.4%	5,369	0.45	\$670,000	\$4,787	\$6.85	10
26th Street Pond (Paddler's Park) 32.05	7,295	5,964	1,422	5,873	80.5%	4,542	0.30	\$581,000	\$4,129	\$7.01	11
Mahogany Pond 23.55	2,535	1,923	427	2,108	83.2%	1,496	0.15	\$199,000	\$2,346	\$7.72	12
26th St. East Biofilter 1.55	479	412	78	401	83.8%	334	086	\$37,000	\$1,476	\$8.54	13
20th St. Biofilter 0.54	170	150	26	144	84.5%	124	310	\$22,000	\$672	\$12.59	14
27th St. Rain Garden	254	202	24	230	90.4%	178	1400	\$33,000	\$1,280	\$14.19	15
Washington Park Biofilter 2.17	300	259	09	239	79.9%	199	1020	\$38,000	\$1,524	\$14.77	16
26th St. West Rain Garden 0.94	178	135	29	149	83.6%	106	310	\$26,000	\$517	\$15.59	17
21st. St. Rain Garden 0.47	100	80	8	92	92.0%	72	265	\$20,000	\$486	\$18.46	18
23rd St. Rain Garden 0.75	165	133	21	145	87.5%	113	505	\$35,000	\$654	\$19.50	19

Riverview Pond Cost Includes Grant Funds

Attachment: Riverview Pond memo considerations (2532: Award of Bid Riverview Pond)

Compliance Maintenance Annual Report

Two Rivers Wastewater Treatment Facility

Last Updated: Reporting For:

5/27/2020 2019

Influent Flow and Loading

- 1. Monthly Average Flows and BOD Loadings
- 1.1 Verify the following monthly flows and BOD loadings to your facility.

Influent No. 701	Influent Monthly Average Flow, MGD	х	Influent Monthly Average BOD Concentration mg/L	x	8.34	=	Influent Monthly Average BOD Loading, lbs/day
January	2.0492	Χ	195	Х	8.34	=	3,336
February	1.8513	Χ	223	Х	8.34	=	3,445
March	2.5299	Χ	187	Х	8.34	=	3,941
April	3.1258	Χ	156	Х	8.34	=	4,060
May	3.0840	Χ	150	Х	8.34	=	3,855
June	3.1984	Χ	181	Х	8.34	=	4,815
July	2.8089	Χ	224	Х	8.34	=	5,253
August	2.4403	Χ	216	Х	8.34	=	4,390
September	2.7857	Χ	183	Х	8.34	=	4,261
October	3.5807	Х	147	Х	8.34	=	4,377
November	2.9823	Х	160	Х	8.34	=	3,970
December	3.2222	Х	165	Х	8.34	=	4,429

- 2. Maximum Monthly Design Flow and Design BOD Loading
- 2.1 Verify the design flow and loading for your facility.

Design	Design Factor	х	%	=	% of Design
Max Month Design Flow, MGD	3.07	х	90	=	2.763
		Х	100	=	3.07
Design BOD, lbs/day	4097	х	90	=	3687.3
		Х	100	=	4097

2.2 Verify the number of times the flow and BOD exceeded 90% or 100% of design, points earned, and score:

	Months of Influent	_	Number of times flow was greater than 100% of	BOD was greater	Number of times BOD was greater than 100% of design
January	1	0	0	0	0
February	1	0	0	0	0
March	1	0	0	1	0
April	1	1	1	1	0
May	1	1	1	1	0
June	1	1	1	1	1
July	1	1	0	1	1
August	1	0	0	1	1
September	1	1	0	1	1
October	1	1	1	1	1
November	1	1	0	1	0
December	1	1	1	1	1
Points per ea	ich	2	1	3	2
Exceedances		8	5	10	6
Points		16	5	30	12
Total Numb	er of Po	oints			63

63

Last Updated: Reporting For:

Attachment: 2019 CMAR (2724: Compliance Maintenance Annual Report)

Packet Pg. 209

Compliance Maintenance Annual Report

Two Rivers Wastewater Treatment Facility

			5/27/2020	2019
3. Flow Meter				
		librated in the last year?		
• Yes	2019-12-12	oration date (MM/DD/YYYY)		
o No	2013 12 12			
If No, please expla	ain:			
,, ,				
4 Carran Haa Ondina				
4. Sewer Use Ordina 4.1 Did your comm		ver use ordinance that limited or	r prohibited the discharge	of
excessive convention	onal pollutants ((C)BOD, SS, or pH) or toxic subs		
industries, commer ● Yes	cial users, haule	ed waste, or residences?		
• res • No				
If No, please exp	lain:			
4.2 Was it necessal	rv to enforce the	ordinance?		————
o Yes	ry to emoree the	ordinance.		
● No				
If Yes, please exp	olain:			
5. Septage Receivin	 g			
		ve septage at your facility?		
Septic Tanks	Holding Tan	·		
o Yes	o Yes	o Yes		
• No	• No	• No		
5.2 Did you receive Septic Tanks	e septage at you	r faclity? If yes, indicate volume	in gallons.	
o Yes		gallons		
• No				
Holding Tanks				
o Yes		gallons		
• No				
Grease Traps		gallons		
• No		gallollo		
	of the above, p	lease explain if plant performan	ce is affected when receiv	ing
any of these waste				
6. Pretreatment				
6.1 Did your facility		rational problems, permit violati		cerns,
		er system or treatment plant that	t were attributable to	
commercial or indu o Yes	isu iai discharges	in the last year?		
• No				
If yes, describe t	he situation and	your community's response.		
6.2 Did your facility	accept hauled i	ndustrial wastes, landfill leachat	te, etc.?	Packet Pa

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Yes

o No

If yes, describe the types of wastes received and any procedures or other restrictions that were in place to protect the facility from the discharge of hauled industrial wastes.

Landfill leachate is pumped continuously to the sewer system.

Total Points Generated	63
Score (100 - Total Points Generated)	37
Section Grade	F

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Effluent Quality and Plant Performance (BOD/CBOD)

- Effluent (C)BOD Results
- 1.1 Verify the following monthly average effluent values, exceedances, and points for BOD or

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit > 10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	30	27	9	1	0	0
February	30	27	9	1	0	0
March	30	27	13	1	0	0
April	30	27	11	1	0	0
May	30	27	9	1	0	0
June	30	27	7	1	0	0
July	30	27	7	1	0	0
August	30	27	7	1	0	0
September	30	27	7	1	0	0
October	30	27	8	1	0	0
November	30	27	15	1	0	0
December	30	27	12	1	0	0
		* Eq	uals limit if limit is	<= 10		
Months of d	ischarge/yr			12		
Points per e	ach exceedanc	e with 12 mor	nths of discharge		7	3
Exceedance	s				0	0
Points					0	0
Total numb	per of points					0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is 12/6 = 2.0

1.2 If any violations occurred, what action was taken to regain compliance?

2	FΙ	OW/	М	leter	Cal	lił	orati	Λn
∠.		$\mathbf{o}_{\mathbf{v}}$	•	ıcıcı	Cal		лан	

2.1 Was the effluent flow meter calibrated in the last year?

Yes

Enter last calibration date (MM/DD/YYYY)

2019-12-12

 \circ No

If No, please explain:

- 3. Treatment Problems
- 3.1 What problems, if any, were experienced over the last year that threatened treatment?

None

- 4. Other Monitoring and Limits
- 4.1 At any time in the past year was there an exceedance of a permit limit for any other pollutants such as chlorides, pH, residual chlorine, fecal coliform, or metals?
- o Yes
- No

Attachment: 2019 CMAR (2724: Compliance Maintenance Annual Report)

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If Yes, please explain:
4.2 At any time in the past year was there a failure of an effluent acute or chronic whole effluent toxicity (WET) test? • Yes
● No
If Yes, please explain:
4.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity? o Yes
○ No
● N/A
Please explain unless not applicable:

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	Α

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Last Updated: Reporting For:

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Effluent Quality and Plant Performance (Total Suspended Solids)

1. Effluent Total Suspended Solids Results

1.1 Verify the following monthly average effluent values, exceedances, and points for TSS:

Outfall No. 001	Monthly Average	90% of Permit Limit	Effluent Monthly Average (mg/L)	Months of Discharge	Permit Limit Exceedance	90% Permit Limit
	Limit (mg/L)	>10 (mg/L)		with a Limit		Exceedance
January	30	27	8	1	0	0
February	30	27	7	1	0	0
March	30	27	6	1	0	0
April	30	27	5	1	0	0
May	30	27	5	1	0	0
June	30	27	6	1	0	0
July	30	27	7	1	0	0
August	30	27	6	1	0	0
September	30	27	7	1	0	0
October	30	27	9	1	0	0
November	30	27	13	1	0	0
December	30	27	9	1	0	0
		* Equ	uals limit if limit is	<= 10		
Months of D	ischarge/yr			12		
Points per	each exceeda	ance with 12	months of disch	arge:	7	3
Exceedance	S				0	0
Points					0	0
Total Numl	ber of Points					0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is 12/6 = 2.0

1.2 If any violations occurred, what action was taken to regain compliance?

N/A

Total Points Generated							
Score (100 - Total Points Generated)	100						
Section Grade	Α						

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Effluent Quality and Plant Performance (Ammonia - NH3)

- 1. Effluent Ammonia Results
- 1.1 Verify the following monthly and weekly average effluent values, exceedances and points for ammonia

Outfall No.	Monthly	Weekly	Effluent	Monthly	Effluent	Effluent	Effluent	Effluent	Weekly	
001	Average	Average	Monthly	Permit	Weekly	Weekly	Weekly	Weekly	Permit	
	NH3 Limit	NH3 Limit	Average NH3	Limit Exceed	Average	Average	Average	Average for Week	Limit Exceed	
	(mg/L)	(mg/L)	(mg/L)	ance	1	2	3	4	ance	
	(IIIg/L)	(IIIg/L)	(IIIg/L)	ance	_)	4	ance	
January	31		.2545454	55 0						
February	31		.596	0						
March	31		.9068181	32 0						
April	30		1.035454	545 0						
May										
June										
July										
August										
September										
October										
November	31		1.646666	667 0						
December	31		.6552173	91 0						
Points per each exceedance of Monthly average:										
Exceedances, Monthly:										
Points:										
Points per each exceedance of weekly average (when there is no monthly average):										
Exceedances, Weekly:										
Points:										
Total Number of Points										

NOTE: Limit exceedances are considered for monthly OR weekly averages but not both. When a monthly average limit exists it will be used to determine exceedances and generate points. This will be true even if a weekly limit also exists. When a weekly average limit exists and a monthly limit does not exist, the weekly limit will be used to determine exceedances and generate points.

1.2 If any violations occurred, what action was taken to regain compliance?

N/A

Total Points Generated							
Score (100 - Total Points Generated)	100						
Section Grade	Α						

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Effluent Quality and Plant Performance (Phosphorus)

1. Effluent Phosphorus Results

1.1 Verify the following monthly average effluent values, exceedances, and points for Phosphorus

Outfall No. 001	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance
January	1	0.253	1	0
February	1	0.274	1	0
March	1	0.338	1	0
April	1	0.202	1	0
May	1	0.185	1	0
June	1	0.186	1	0
July	1	0.255	1	0
August	1	0.338	1	0
September	1	0.374	1	0
October	1	0.448	1	0
November	1	0.496	1	0
December	1	0		
Months of Discharg	e/yr		12	
Points per each e	10			
Exceedances	0			
Total Number of	0			

NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is 12/6 = 2.0

1.2 If any violations occurred, what action was taken to regain compliance?

N/A

Total Points Generated						
Score (100 - Total Points Generated)	100					
Section Grade	Α					

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Biosolids Quality and Management

1. Biosolids Use/Disposal
1.1 How did you use or dispose of your biosolids? (Check all that apply)
□ Land applied under your permit
☐ Publicly Distributed Exceptional Quality Biosolids
☐ Hauled to another permitted facility
☐ Landfilled
☐ Incinerated
☐ Other
NOTE: If you did not remove biosolids from your system, please describe your system type such
as lagoons, reed beds, recirculating sand filters, etc.
1.1.1 If you checked Other, please describe:
2. Land Application Site

- 2.1 Last Year's Approved and Active Land Application Sites
- 2.1.1 How many acres did you have?

705.60 acres

2.1.2 How many acres did you use?

acres 33

2.2 If you did not have enough acres for your land application needs, what action was taken?

- 2.3 Did you overapply nitrogen on any of your approved land application sites you used last year?
- Yes (30 points)
- 2.4 Have all the sites you used last year for land application been soil tested in the previous 4 years?
- Yes
- No (10 points)
- o N/A
- 3. Biosolids Metals

Number of biosolids outfalls in your WPDES permit:

3.1 For each outfall tested, verify the biosolids metal quality values for your facility during the last calendar year.

Outfall No. 003 - Cake Sludge																		
Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75										5.3				0	0
Cadmium		39	85										.88				0	0
Copper		1500	4300										380				0	0
Lead		300	840										25				0	0
Mercury		17	57										.68				0	0
Molybdenum	60		75										7.2			0		0
Nickel	336		420										16			0		0
Selenium	80		100										7.2			0		0
Zinc		2800	7500										560				0	0

3.1.1 Number of times any of the metals exceeded the high quality limits OR 80% of the limit for molybdenum, nickel, or selenium = 0

Exceedence Points

(0 Points)

0

0

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- 0 1-2 (10 Points)
- \circ > 2 (15 Points)
- 3.1.2 If you exceeded the high quality limits, did you cumulatively track the metals loading at each land application site? (check applicable box)
- o Yes
- O No (10 points)
- N/A Did not exceed limits or no HQ limit applies (0 points)
- N/A Did not land apply biosolids until limit was met (0 points)
- 3.1.3 Number of times any of the metals exceeded the ceiling limits = 0 Exceedence Points
- 0 (0 Points)
- 0 1 (10 Points)
- 0 > 1 (15 Points)
- 3.1.4 Were biosolids land applied which exceeded the ceiling limit?
- Yes (20 Points)
- No (0 Points)
- 3.1.5 If any metal limit (high quality or ceiling) was exceeded at any time, what action was taken? Has the source of the metals been identified?

N/A

- 4. Pathogen Control (per outfall):
- 4.1 Verify the following information. If any information is incorrect, use the Report Issue button under the Options header in the left-side menu.

Outfall Number:	003
Biosolids Class:	В
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2019 - 12/31/2019
Density:	20,450
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Aerobic Digestion
Process Description:	Primary and secondary sludge is fed to one of two digesters. Sludge is heated to 97 degrees and mixed continually.

- 4.2 If exceeded Class B limit or did not meet the process criteria at the time of land application.
- 4.2.1 Was the limit exceeded or the process criteria not met at the time of land application?

 Yes (40 Points)
- No

If yes, what action was taken?

N/A

- 5. Vector Attraction Reduction (per outfall):
- 5.1 Verify the following information. If any of the information is incorrect, use the Report Issue button under the Options header in the left-side menu.

0

0

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Outfall Number:	003
Method Date:	11/07/2019
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	>=38
Results (if applicable):	49

5.2 Was the limit exceeded or the process criteria not met at the time of land application? o Yes (40 Points)

No

If yes, what action was taken?

N/A

- 6. Biosolids Storage
- 6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site?
- >= 180 days (0 Points)
- o 150 179 days (10 Points)
- 120 149 days (20 Points)
- 90 119 days (30 Points)
- 0 < 90 days (40 Points)</p>
- O N/A (0 Points)
- 6.2 If you checked N/A above, explain why.
- 7. Issues
- 7.1 Describe any outstanding biosolids issues with treatment, use or overall management:

Sludge was over applied, due to unseasonably wet conditions and miscommunication with applicators.

Total Points Generated	30
Score (100 - Total Points Generated)	70
Section Grade	D

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Staffing and Preventative Maintenance (All Treatment Plants)

 Plant Staffing Was your wastewater treatment plant adequately staffed last year? 	
• Yes	
○ No If No, please explain:	
i No, piease explain.	
Could use more help/staff for:	
Codia use more neipystan for:	
1.2 Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping? • Yes	
o No	
If No, please explain:	
 2. Preventative Maintenance 2.1 Did your plant have a documented AND implemented plan for preventative maintenance on major equipment items? Yes (Continue with question 2) □□ No (40 points)□□ If No, please explain, then go to question 3: 	
The predict explain, then go to question or	
2.2 Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment? • Yes	0
O No (10 points)	
2.3 Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly?Yes	
O Paper file system	
Computer system	
Both paper and computer system	
O No (10 points)	
3. O&M Manual3.1 Does your plant have a detailed O&M and Manufacturer Equipment Manuals that can be used as a reference when needed?Yes	
o No	
 4. Overall Maintenance /Repairs 4.1 Rate the overall maintenance of your wastewater plant. Excellent O Very good 	
Very goodGood	
o Good	
o Poor	
Describe your rating:	

11.B.a

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Preventive maintenance is performed based on manufactures recommended schedules; all major equipment is entered into a computer system which generates work orders based on those schedules. Work orders are automatically generated then maintenance is performed on the equipment. Also staffing is such that we have a dedicated mechanic who oversees the maintenance program. Operational staff also work with the plant mechanic when needed.

Total Points Generated	
Score (100 - Total Points Generated)	100
Section Grade	Α

0

0

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Operator	Certification	and Education
----------	---------------	---------------

1.	Oper	ator-	In-C	Charge
----	------	-------	------	--------

1.1 Did you have a designated operator-in-charge during the report year?

• Yes (0 points)

No (20 points)

Name:

DAVID A CASEBEER

Certification No:

31562

2. Certification Requirements

2.1 In accordance with Chapter NR 114.56 and 114.57, Wisconsin Administrative Code, what level and subclass(es) were required for the operator-in-charge (OIC) to operate the wastewater treatment plant and what level and subclass(es) were held by the operator-in-charge?

	•	` ,	•	_	
Sub	SubClass Description	WWTP		OIC	
Class		Advanced	OIT	Basic	Advanced
A1	Suspended Growth Processes	Χ			X
A2	Attached Growth Processes				
А3	Recirculating Media Filters				
A4	Ponds, Lagoons and Natural				
A5	Anaerobic Treatment Of Liquid				
В	Solids Separation	Χ			X
С	Biological Solids/Sludges	Χ			X
Р	Total Phosphorus	Χ			X
N	Total Nitrogen				
D	Disinfection	Χ			X
L	Laboratory	Χ			X
U	Unique Treatment Systems				
SS	Sanitary Sewage Collection	X	NA	NA	NA

- 2.2 Was the operator-in-charge certified at the appropriate level and subclass(es) to operate this plant? (Note: Certification in subclass SS, N and A5 not required in 2019; subclass SS is basic level only.)
- Yes (0 points)
- No (20 points)
- 3. Succession Planning
- 3.1 In the event of the loss of your designated operator-in-charge, did you have a contingency plan to ensure the continued proper operation and maintenance of the plant that includes one or more of the following options (check all that apply)?
- ☑ One or more additional certified operators on staff
- ☐ An arrangement with another certified operator
- ☐ An arrangement with another community with a certified operator
- ☑An operator on staff who has an operator-in-training certificate for your plant and is expected to be certified within one year
- ☑ A consultant to serve as your certified operator
- ☐ None of the above (20 points)
- If "None of the above" is selected, please explain:
- 4. Continuing Education Credits

Attachment: 2019 CMAR (2724: Compliance Maintenance Annual Report)

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4.1 If you had a designated operator-in-charge, was the operator-in-charge earning Continuing Education Credits at the following rates?

OIT and Basic Certification:

• Averaging 6 or more CECs per year.

• Averaging less than 6 CECs per year.

Advanced Certification:

- Averaging 8 or more CECs per year.
- Averaging less than 8 CECs per year.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	Α

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Provider of Financial Information		
Name: David Buss		
Telephone:		
(920)793-7274	(XXX) XXX-XXXX	
E-Mail Address		
(optional): davbus@two-rivers.org		
 2. Treatment Works Operating Revenues 2.1 Are User Charges or other revenues sufficient to cover (treatment plant AND/OR collection system? Yes (0 points) □□ No (40 points) 	D&M expenses for your wastewater	
If No, please explain:		
2.2 When was the User Charge System or other revenue so Year: 2019 • 0-2 years ago (0 points) □□ • 3 or more years ago (20 points)□□ • N/A (private facility)	0)
 2.3 Did you have a special account (e.g., CWFP required segfinancial resources available for repairing or replacing equipment and/or collection system? Yes (0 points) 		
O No (40 points)	ALL COMPLETE OUTSTRONG	
REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHA 3. Equipment Replacement Funds	ALL COMPLETE QUESTION 3]	
3.1 When was the Equipment Replacement Fund last review Year: 2019 1-2 years ago (0 points)□□ 3.1 When was the Equipment Replacement Fund last review Year: 2019 1-2 years ago (0 points)□□ N/A If N/A, please explain:	ved and/or revised?	
3.2 Equipment Replacement Fund Activity		
3.2.1 Ending Balance Reported on Last Year's CMAR	\$ 1,176,392.00	
3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	\$ 0.00	
3.2.3 Adjusted January 1st Beginning Balance	\$ 1,176,392.00	
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+ \$ 0.00	

Attachment: 2019 CMAR (2724 : Compliance Maintenance Annual Report)

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Two Rivers Wastewater Treatment Facility Last Updated: Reporting For: 5/27/2020 2019 3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 0.00 3.2.6.1 below*) 3.2.6 Ending Balance as of December 31st for CMAR 1,176,392.00 Reporting Year All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc. 3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above. 3.3 What amount should be in your Replacement Fund? 1,176,392.00 0 Please note: If you had a CWFP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu. 3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)? Yes O No If No, please explain. 4. Future Planning

- 4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?
- Yes If Yes, please provide major project information, if not already listed below. O No

Project #	Project Description		Approximate Construction Year
	The utility is in construction phase to replace a membrane digester cover, digester heating and mixing system and return sludge pumping upgrades.	1,700,000	2019

ı				
5	. Finar	ncial Management General Comments		

ENERGY EFFICIENCY AND USE

- 6. Collection System
- 6.1 Energy Usage
- 6.1.1 Enter the monthly energy usage from the different energy sources:

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations: 17

Attachment: 2019 CMAR (2724: Compliance Maintenance Annual Report)

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Average 6.1.2 Comments: 6.2 Energy Related Pro	8,086	(therms)	
March April May June July August September October November December Total Average 6.1.2 Comments: 6.2 Energy Related Pro 6.2.1 Indicate equipm Comminution or So Extended Shaft Pu Flow Metering and Pneumatic Pumpin SCADA System Self-Priming Pump Submersible Pump Submersible Pump Variable Speed Dri Other: 6.2.2 Comments:			
April May June July August September October November December Total Average 6.1.2 Comments: 6.2 Energy Related Pro 6.2.1 Indicate equipm Comminution or So Extended Shaft Pu Flow Metering and Pneumatic Pumpin SCADA System Self-Priming Pump Submersible Pump Submersible Pump Variable Speed Dri Other: 6.2.2 Comments:	6,146		
May June July August September October November December Total Average 6.1.2 Comments: 6.2.1 Indicate equipm Comminution or So Extended Shaft Pu Flow Metering and Pneumatic Pumpin SCADA System Self-Priming Pump Submersible Pump Submersible Pump Variable Speed Dri Other: 6.2.2 Comments:	7,057		
July August September October November December Total Average 6.1.2 Comments: .2 Energy Related Pro 6.2.1 Indicate equipm	9,963		
July August September October November December Total Average 6.1.2 Comments: .2 Energy Related Pro 6.2.1 Indicate equipm Comminution or So Extended Shaft Pu Flow Metering and Pneumatic Pumpin SCADA System Self-Priming Pump Submersible Pump Variable Speed Dri Other: 6.2.2 Comments:	9,026		
August September October November December Total Average 6.1.2 Comments: .2 Energy Related Pro 6.2.1 Indicate equipm	8,451		
September October November December Total Average 6.1.2 Comments: 6.2.1 Indicate equipm Comminution or So Extended Shaft Pu Flow Metering and Pneumatic Pumpin SCADA System Self-Priming Pump Submersible Pump Submersible Pump Variable Speed Dri Other: 6.2.2 Comments:	7,605		
October November December Total Average 6.1.2 Comments: 6.2.1 Indicate equipm	5,837		
November December Total Average 6.1.2 Comments: .2 Energy Related Pro 6.2.1 Indicate equipm ☐ Comminution or So ☐ Extended Shaft Pu ☐ Flow Metering and ☐ Pneumatic Pumpin ☐ SCADA System ☐ Self-Priming Pump ☐ Submersible Pump ☐ Variable Speed Dri ☐ Other: 6.2.2 Comments: .3 Has an Energy Stude No	6,236		
December Total Average 6.1.2 Comments: 6.2.1 Indicate equipm Comminution or So Extended Shaft Pu Flow Metering and Pneumatic Pumpin SCADA System Self-Priming Pump Submersible Pump Submersible Pump Variable Speed Dri Other: 6.2.2 Comments:	8,629		
Total Average 6.1.2 Comments: .2 Energy Related Pro 6.2.1 Indicate equipm ☐ Comminution or So ☐ Extended Shaft Pu ☐ Flow Metering and ☐ Pneumatic Pumpin ☐ SCADA System ☐ Self-Priming Pump ☐ Submersible Pump ☐ Variable Speed Dri ☐ Other: 6.2.2 Comments: 6.3 Has an Energy Stude No	9,079		
Average 6.1.2 Comments: .2 Energy Related Pro 6.2.1 Indicate equipm	9,368		
6.1.2 Comments: .2 Energy Related Pro 6.2.1 Indicate equipm Comminution or So Extended Shaft Pu Flow Metering and Pneumatic Pumpin SCADA System Self-Priming Pump Submersible Pump Variable Speed Dri Other: 6.2.2 Comments:	95,483	0	
6.2 Energy Related Pro 6.2.1 Indicate equipm Comminution or So Extended Shaft Pu Flow Metering and Pneumatic Pumpin SCADA System Self-Priming Pump Submersible Pump Variable Speed Dri Other: 6.2.2 Comments:	7,957	0	
.3 Has an Energy Stud ● No	ipment and practice or Screening		stations (Check all that apply):
● No	ipment and practices or Screening c Pumps and Recording origing originals originals originals originals originals		stations (Check all that apply):
Year: By Whom:	ipment and practices or Screening c Pumps and Recording oping omps omps orives	s utilized at your pump/lift	

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6.4 Future Energy	Related Equipment	t
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6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

None at present.

7. Treatment Facility

- 7.1 Energy Usage
- 7.1.1 Enter the monthly energy usage from the different energy sources:

TREATMENT PLANT: Total Power Consumed/Month

	Electricity Consumed (kWh)	Total Influent Flow (MG)	Electricity Consumed/ Flow (kWh/MG)	Total Influent BOD (1000 lbs)	Electricity Consumed/ Total Influent BOD (kWh/1000lbs)	Natural Gas Consumed (therms)
January	126,390	63.53	1,989	103.42	1,222	92
February	107,620	51.84	2,076	96.46	1,116	88
March	135,936	78.43	1,733	122.17	1,113	59
April	126,171	93.77	1,346	121.80	1,036	53
May	122,034	95.60	1,277	119.51	1,021	25
June	108,667	95.95	1,133	144.45	752	3
July	109,588	87.08	1,258	162.84	673	1
August	106,766	75.65	1,411	136.09	785	1
September	101,634	83.57	1,216	127.83	795	11
October	130,673	111.00	1,177	135.69	963	18
November	127,934	89.47	1,430	119.10	1,074	40
December	133,044	99.89	1,332	137.30	969	55
Total	1,436,457	1,025.78		1,526.66		446
Average	119,705	85.48	1,448	127.22	960	37

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- 7.2 Energy Related Processes and Equipment
 - 7.2.1 Indicate equipment and practices utilized at your treatment facility (Check all that apply):
 - ☐ Aerobic Digestion

 - ☐ Biological Phosphorus Removal
 - ☐ Coarse Bubble Diffusers
 - ☑ Dissolved O2 Monitoring and Aeration Control
 - ☐ Effluent Pumping

 - ☑ Influent Pumping

 - ✓ Variable Speed Drives
 - ☑ Other:

11.B.a

Compliance Maintenance Annual Report

Two Rivers Wastewater Treatment Facility

Last Updated: Reporting For: 5/27/2020 **2019**

5,27,2525	
Methane gas fired boiler.	
7.2.2 Comments:	
7.3 Future Energy Related Equipment	
7.3.1 What energy efficient equipment or practices do you have planned for the future for your treatment facility?	
None at present.	
8. Biogas Generation	
8.1 Do you generate/produce biogas at your facility?	
o No ● Yes	
If Yes, how is the biogas used (Check all that apply):	
☑ Flared Off	
☐ Building Heat	
☑ Process Heat	
☐ Generate Electricity	
☐ Other:	<u> </u>
9. Energy Efficiency Study	
9.1 Has an Energy Study been performed for your treatment facility?	
● No	
o Yes	
☐ Entire facility	
Year:	
By Whom:	
Describe and Comment:	 -
☐ Part of the facility	
Year:	
By Whom:	
Describe and Comment:	

Compliance Maintenance Annual Report

11.B.a

Two Rivers Wastewater Treatment Facility	Last Updated:	Reporting For:
	5/27/2020	2019

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	Α

Compliance Maintenance Annual Report

Two Rivers Wastewater Treatment Facility

Last Updated: Reporting For:

5/27/2020 2019

•
 Capacity, Management, Operation, and Maintenance (CMOM) Program 1.1 Do you have a CMOM program that is being implemented?
• Yes
○ No
If No, explain:
1.2 Do you have a CMOM program that contains all the applicable components and items
according to Wisc. Adm Code NR 210.23 (4)?
• Yes
○ No (30 points)
o N/A
If No or N/A, explain:
1.3 Does your CMOM program contain the following components and items? (check the components and items that apply) ☑ Goals [NR 210.23 (4)(a)] Describe the major goals you had for your collection system last year:
 Minimize the occurrence of sewer and treatment plant overflows. Improve and maintain system reliability.
3. Comply with WPDES permit.
4. Maintain assets cost-effectively through rehabilitation and replacement program based on
condition assessment.
5. Provide first class customer service.6. Reduce the potential threat to human health from sewer overflows.
7. Provide adequate capacity to convey peak flows.
8. Manage and reduce I/I.
9. Protect collection system worker health and safety.
10. Maintain a scheduled cleaning and inspection program.
11. Provide prompt response to service interruptions. 12. Ensure efficient use of allocated funds.
Did you accomplish them?
● Yes ○ No
If No, explain:
Trito, explain.
☑ Organization [NR 210.23 (4) (b)]□□
Does this chapter of your CMOM include:
☐ Organizational structure and positions (eg. organizational chart and position descriptions)
 ✓ Internal and external lines of communication responsibilities ✓ Person(s) responsible for reporting overflow events to the department and the public
✓ Legal Authority [NR 210.23 (4) (c)]
What is the legally binding document that regulates the use of your sewer system?
Municipal Code, Title 5: Public Utilities
If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and
revised? (MM/DD/YYYY) 2017-11-01
Does your sewer use ordinance or other legally binding document address the following:
Private property inflow and infiltration
New sewer and building sewer design, construction, installation, testing and inspection

Last Updated: Reporting For:

Packet Pg. 230

Compliance Maintenance Annual Report

Two Rivers Wastewater Treatment Facility

inspections

•	5/27/2020	2019
 ☑ Rehabilitated sewer and lift station installation, testing and inspection ☑ Sewage flows satellite system and large private users are monitored and necessary ☑ Fat, oil and grease control ☑ Enforcement procedures for sewer use non-compliance ☑ Operation and Maintenance [NR 210.23 (4) (d)] Does your operation and maintenance program and equipment include the ☑ Equipment and replacement part inventories ☑ Up-to-date sewer system map ☑ A management system (computer database and/or file system) for collections 	d controlled, as	
information for O&M activities, investigation and rehabilitation ☒ A description of routine operation and maintenance activities (see ques ☐ Capacity assessment program ☒ Basement back assessment and correction ☒ Regular O&M training ☒ Design and Performance Provisions [NR 210.23 (4) (e)]☐☐ What standards and procedures are established for the design, construction the sewer collection system, including building sewers and interceptor sewer property?	tion 2 below) n, and inspection	of
	de Requirements	o
 ☑ Overflow Emergency Response Plan [NR 210.23 (4) (f)]□□ Does your emergency response capability include: ☑ Responsible personnel communication procedures ☑ Response order, timing and clean-up ☑ Public notification protocols ☑ Training ☑ Emergency operation protocols and implementation procedures ☑ Annual Self-Auditing of your CMOM Program [NR 210.23 (5)]□□ ☑ Special Studies Last Year (check only those that apply): ☑ Infiltration/Inflow (I/I) Analysis □ Sewer System Evaluation Survey (SSES) □ Sewer Evaluation and Capacity Managment Plan (SECAP) ☑ Lift Station Evaluation Report □ Others: 		
2. Operation and Maintenance		
2.1 Did your sanitary sewer collection system maintenance program include maintenance activities? Complete all that apply and indicate the amount mai Cleaning 47.9 % of system/year		
Root removal 9.6 % of system/year		
Flow monitoring 0 % of system/year		
Smoke testing 0 % of system/year		
Sewer line televising 4.2 % of system/year		
Manhole		

Compliance Maintenance Annual Report

Last Updated: Reporting For: 5/27/2020 2019 47.9 % of system/year 19 # per L.S./year Lift station O&M Manhole % of manholes rehabbed rehabilitation 0.21Mainline 0.3 % of sewer lines rehabbed rehabilitation Private sewer 4.7 % of system/year inspections Private sewer I/I removal % of private services River or water crossings 66 % of pipe crossings evaluated or maintained Please include additional comments about your sanitary sewer collection system below: 3. Performance Indicators 3.1 Provide the following collection system and flow information for the past year. 42.36 Total actual amount of precipitation last year in inches 29.0 Annual average precipitation (for your location) 65.02 Miles of sanitary sewer 19 Number of lift stations 0 Number of lift station failures Number of sewer pipe failures 12 Number of basement backup occurrences 61 Number of complaints 2.805 Average daily flow in MGD (if available) 3.581 Peak monthly flow in MGD (if available) Peak hourly flow in MGD (if available) 3.2 Performance ratios for the past year: 0.00 Lift station failures (failures/year) 0.11 Sewer pipe failures (pipe failures/sewer mile/yr) 0.00 Sanitary sewer overflows (number/sewer mile/yr) 0.18 Basement backups (number/sewer mile) 0.94 Complaints (number/sewer mile) 1.3 Peaking factor ratio (Peak Monthly: Annual Daily Avg) 0.0 Peaking factor ratio (Peak Hourly: Annual Daily Avg) 4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **				
Date	Location	Cause	Estimated Volume (MG)	
None reported				

^{**} If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

Attachment: 2019 CMAR (2724: Compliance Maintenance Annual Report)

Compliance Maintenance Annual Report

Two Rivers Wastewater Treatment Facility

Last Updated: Reporting For: 5/27/2020 **2019**

5.	Infiltration / Inflow (I/I)
5.	1 Was infiltration/inflow (I/I) significant in your community last year?
) Voc

• No

If Yes, please describe:

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

• Yes

No

If Yes, please describe:

5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:

Record rainfalls over the past 2 years have resulted in increased flows into the plant.

5.4 What is being done to address infiltration/inflow in your collection system?

Repairs and improvements are being implemented to correct known deficiencies.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	Α

Attachment: 2019 CMAR (2724: Compliance Maintenance Annual Report)

Compliance Maintenance Annual Report

Two Rivers Wastewater Treatment Facility

Last Updated: Reporting For: 5/27/2020

2019

Grading Summary

WPDES No: 0026590

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	F	0	3	0
BOD/CBOD	A	4	10	40
TSS	A	4	5	20
Ammonia	A	4	5	20
Phosphorus	A	4	3	12
Biosolids	D	1	5	5
Staffing/PM	A	4	1	4
OpCert	A	4	1	4
Financial	Α	4	1	4
Collection	A	4	3	12
TOTALS			37	121
GRADE POINT AVERAGE (GPA) = 3.27				

Notes:

A = Voluntary Range (Response Optional)

B = Voluntary Range (Response Optional)

C = Recommendation Range (Response Required)

D = Action Range (Response Required)

F = Action Range (Response Required)



RESOLUTION

Adopting the Manitowoc County Multi-Hazards Mitigation Plan 2020-2025

WHEREAS, the City of Two Rivers recognizes the treat that natural hazards pose to people and property; and

WHEREAS, undertaking hazard mitigation actions before disasters occur will reduce the potential for harm to people and property and save taxpayer dollars; and

WHEREAS, an adopted multi-hazards mitigation plan is required as a condition of future grant funding for mitigation projects; and

WHEREAS, the City of Two Rivers participated jointly in the planning process with Manitowoc County and the other local units of government within the County to prepare a Multi-Hazards Mitigation Plan;

NOW, THEREFORE, BE IT RESOLVED that the City of Two Rivers hereby adopts the Manitowoc County Multi-Hazard Mitigation Plan 2020-2025,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Manitowoc County Emergency Management Department, in evidence of the City's adoption of said plan.

Adopted this 15th day of June, 2020.

Council Member
Gregory E. Buckley
City Manager



LAND DEVELOPMENT APPLICATION

APPLICANT TOB Forvestment	S LLC TELEPHO	DNE
MAILING ADDRESS 251 Tay lov 51 (Street)	\mathcal{T} \mathcal{R} \mathcal{N} (City) (Sta	11 54241 ate) (Zip)
PROPERTY OWNER Same as above	, TELEPHO	DNE
MAILING ADDRESS(Street)	(City) (Sta	40)
Comprehensive Plan Amendment Site/Architectural Plan Approval Subdivision Plat or CSM Review Zoning District Change STATUS OF APPLICANT: [X] Owner [] Agent Vacant land PROJECT LOCATION Taylor St. PRESENT ZONING R-3 PROPOSED LAND USE Commercial PARCEL # + 16/d LEGAL DESCRIPTION See attached	Conditional U Annexation R Variance/Boa Other [] Buyer [] Other TYPE OF STRUCTURE REQUESTED ZONING	lse Zoning request
NOTE: Attach a one-page written de	scription of your proposal or requ	est.
The undersigned certifies that he/she has familiarized himself/he this application. The undersigned further hereby certifies that the Signed (Property Owner)	rself with the state and local code te information contained in this ap Date 4-21-	oplication is true and correct.
\$ 350 Comprehensive Plan Amendment \$ t/b/d Site/Architectural Plan Approval - See Sec 11-1-10(c)(10) \$ t/b/d CSM Review (\$10 lot/\$30 min) Subdivision Plat (fee to be determined) \$ 350 Zoning District Change \$ 350 Conditional Use Zoning \$ t/b/d Annexation Request - State Processing Fees Apply \$ 350 Variance/Board of Appeals \$ t/b/d Other	Schedule Application Submittal Date Date Fee(s) Paid Plan(s) Submittal Date Plan Comm Appearance	04-23-20 04-23-20 na 06-08-20
APPLICATION, PLANS & FEE RECEIVED BY		



SMIII

102 REVERE DRIVE MANITOWOC WI 54220-3147 PHONE 920-684-5583 • FAX 920-684-5584 WEB SITE: www.smimanitowoc.com

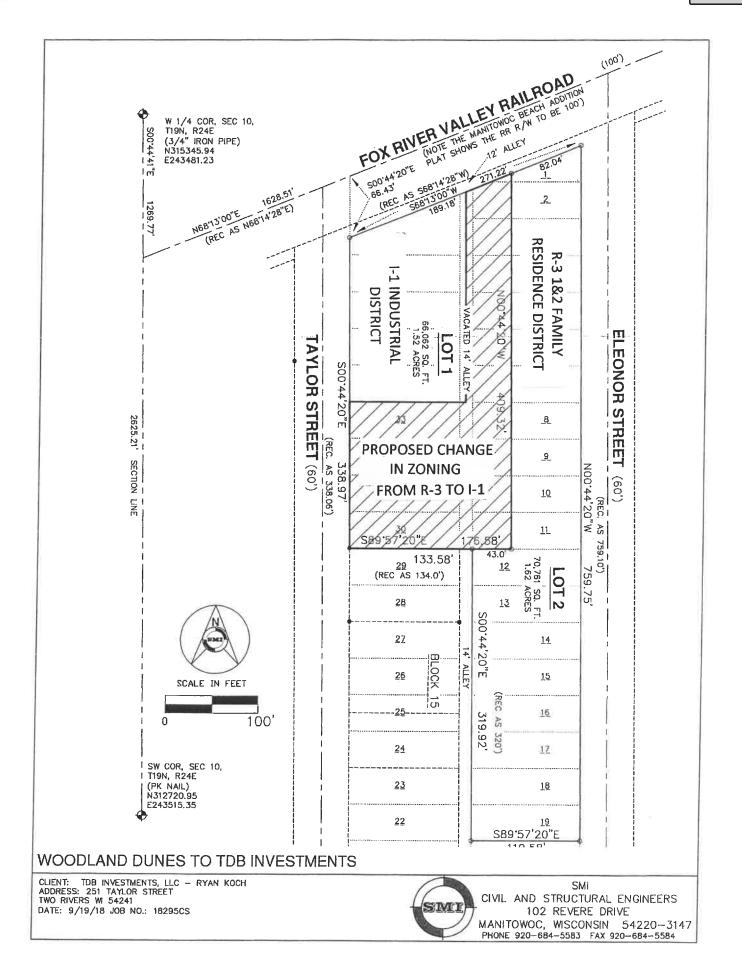
September 19, 2018

Woodland Dunes Nature Center and Preserve, Inc. to TDB Investments, LLC

A tract of land located in Lots 1-11 and Lots 30-33 and vacated alleys adjacent to Lots 1-11 all in Block 15 of the Manitowoc Beach Addition, City of Two rivers, Manitowoc County, Wisconsin described as follows:

The west 43 feet of said Lots 1-11, all of Lots 30-33, the east half of the vacated alley adjacent to Lots 1-7 and all of the vacated alley adjacent to Lots 8-11 all in said Block 15 of said Manitowoc Beach Addition.

Said tract contains 0.92 acres (40,210 square feet)



ORDINANCE

AN ORDINANCE to amend the District Map of the City of Two Rivers, Wisconsin, made part of Section 10-1-3(a)(1) of the Municipal Code:

The Council of the City of Two Rivers ordains as follows:

SECTION 1. That the District Map of the City of Two Rivers, Wisconsin, made a part of Section 10-1-3(a)(1) of the Municipal Code be and the same is hereby amended in the following respects:

A tract of land located in Lots 1 - 11 and Lots 30 - 33 and vacated alleys adjacent to Lots 1 - 11 all in Block 15 of the Manitowoc Beach Addition, City of Two Rivers, Manitowoc County, Wisconsin described as follows:

The west 43 feet of said Lots 1 - 11, all of Lots 30 - 33, the east half of the vacated alley adjacent to Lots 1 - 7 and all of the vacated alley adjacent to Lots 8 - 11 all in said Block 15 of said Manitowoc Beach Addition

is hereby zoned C-2 Conservancy District.

The above described property contains 0.92 acres of land, more or less.

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

Dated this 6th day of July, 2020.	
	Curt Andrews President, City Council
Attest:	Gregory E. Buckley City Manager
Kim M. Graves City Clerk	
Approved as to form and legality:	
John M. Bruce	



RESOLUTION AUTHORIZING ADDITIONAL ON-PREMISE IDENTIFICATION SIGNAGE AT VAN DER BROHE ARBORETUM

WHEREAS, Van Der Brohe Arboretum, has requested authorization for placement of an identification sign to be installed near the Lincoln Avenue driveway; and

WHEREAS, a schematic of the proposed sign is attached hereto as Exhibit A; and

WHEREAS, the installation of such signage would cause the development to exceed the maximum square footage typically allowed under the Zoning Code for a facility located in the Conservancy District (C-2); and

WHEREAS, Section 10-3-18(e) of the Zoning Code allows placement of additional onpremise signage on fully-developed sites exceeding five acres for Asingle tenant site, business, or industrial identification purposes,@ subject to approval by the Plan Commission and City Council; and

WHEREAS, the Plan Commission of the City of Two Rivers has reviewed this request, and has recommended authorization for placement of such a sign at Van Der Brohe Arboretum, noting that such placement appears consistent with the intent of Section 10-3-18(e);

NOW, THEREFORE, BE IT RESOLVED, that the City of Two Rivers authorizes placement of the additional identification signage requested by Van Der Brohe Arboretum; and

BE IT FURTHER RESOLVED, that the City finds such signage to be consistent with the intent of the City=s sign ordinance, specifically Section 10-3-18(e), AAdditional On-Premise Signs.@

Dated June 16, 2020

Councilmember	•	
Gregory E. Bucl	kley	



RESOLUTION AUTHORIZING ADDITIONAL ON-PREMISE IDENTIFICATION SIGNAGE AT VAN DER BROHE ARBORETUM

WHEREAS, Van Der Brohe Arboretum, has requested authorization for placement of an identification sign to be installed near the Lincoln Avenue driveway; and

WHEREAS, a schematic of the proposed sign is attached hereto as Exhibit A; and

WHEREAS, the installation of such signage would cause the development to exceed the maximum square footage typically allowed under the Zoning Code for a facility located in the Conservancy District (C-2); and

WHEREAS, Section 10-3-18(e) of the Zoning Code allows placement of additional onpremise signage on fully-developed sites exceeding five acres for "single tenant site, business, or industrial identification purposes," subject to approval by the Plan Commission and City Council; and

WHEREAS, the Plan Commission of the City of Two Rivers has reviewed this request, and has recommended authorization for placement of such a sign at Van Der Brohe Arboretum, noting that such placement appears consistent with the intent of Section 10-3-18(e);

NOW, THEREFORE, BE IT RESOLVED, that the City of Two Rivers authorizes placement of the additional identification signage requested by Van Der Brohe Arboretum; and

BE IT FURTHER RESOLVED, that the City finds such signage to be consistent with the intent of the City's sign ordinance, specifically Section 10-3-18(e), "Additional On-Premise Signs."

Dated June 16, 2020

Councilmember	
Gregory E. Buckley	

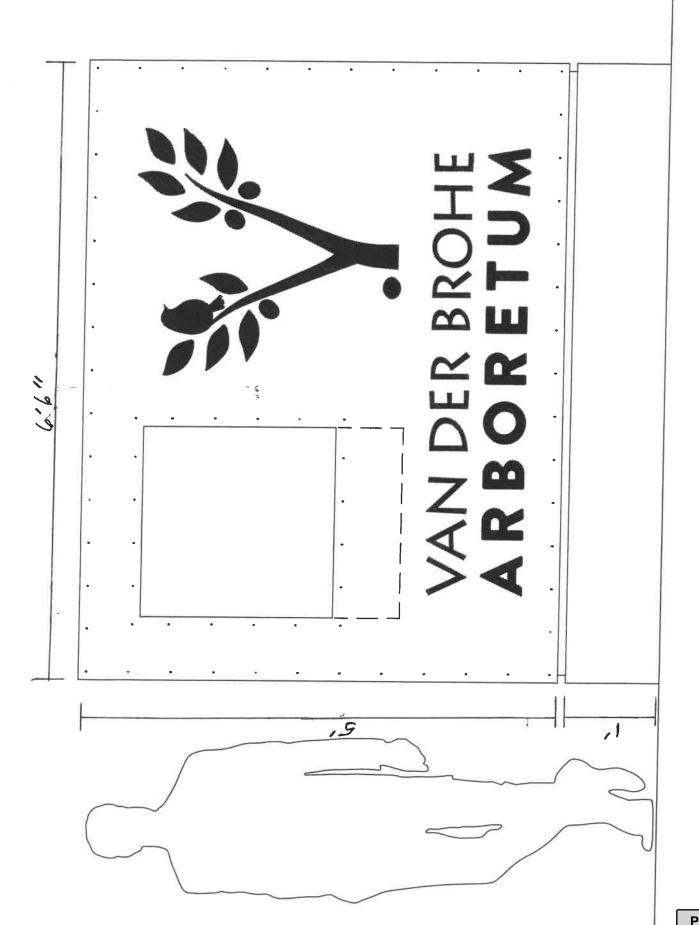


EXHIBIT A

Scale: 1"=1

Attachment: 3800 Lincoln Arboretum Sign (2748 : 3800 Lincoln Signage Arboretum)

City of Two Rivers 1717 E Park Street Two Rivers, Wisconsin

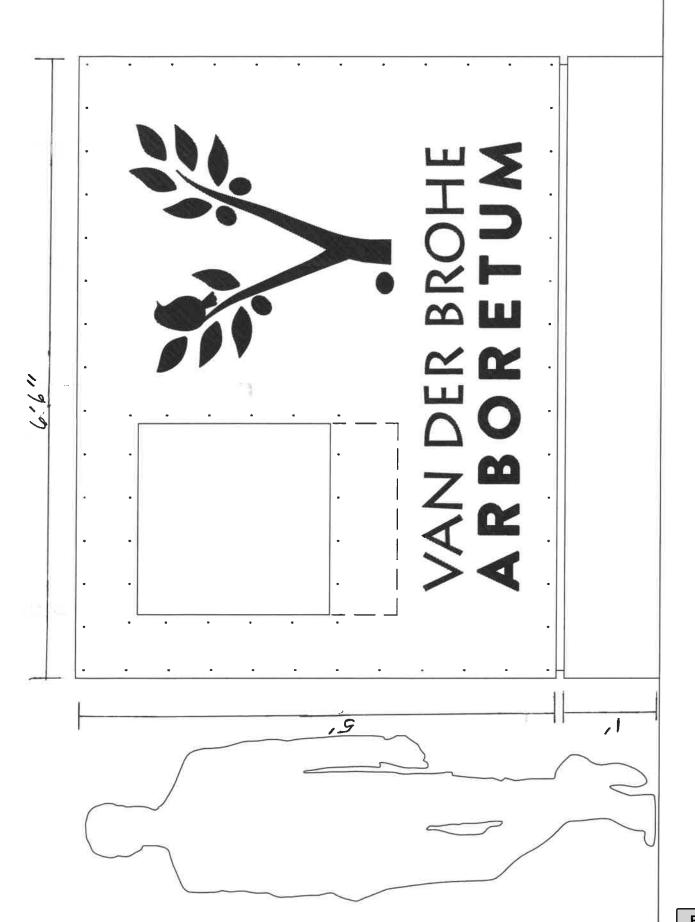
Sign Permit Application

Phone (920) 793-556 Fax (920) 793-551 email: vberg@two-rivers.or

In compliance with Chapter 3, Section 10 of the Municipal Code, we hereby apply for a permit to install an awning or advertising device in the City of Two Rivers, Wisconsin; such awning or advertising device being described as follows:

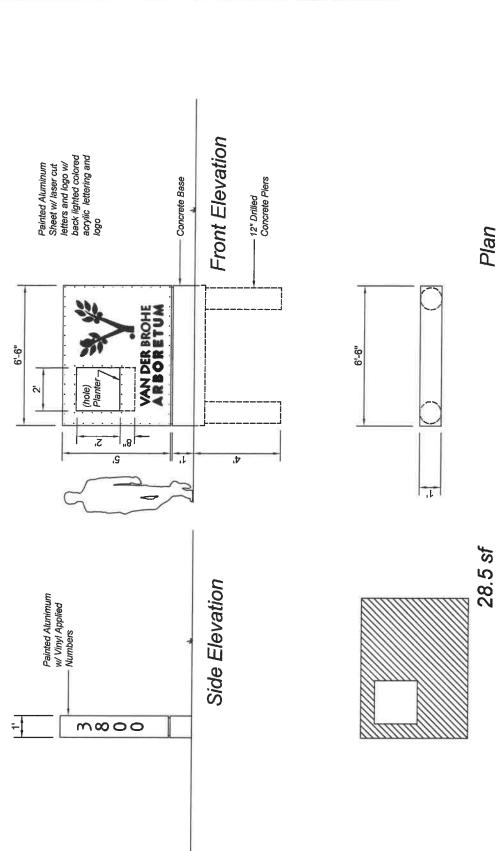
Address of Sign Location:	0			
Address of Sign Location: Applicant:	3800 LI	2001.12	AUS 25 /	142 4 4 4 1 1 7
Applicant:		0000	Sign Contractor:	HIGHWAY 42
VAN D	FKL BROHD	AUBOIL	terinia 10	Uhi managa
9601 1	DELUTERO, LE	153063	Contact:	DURBROW
Phone:	1		Phone:	
920 +21	6 4850/312	.493.1114	(SAU	(E)
TYPE OF DEVICE	FEATURES			
	PEATURES		SITE DATA (for office	use only)
Awning/Canopy Ground Sign Movable Sign Projecting Sign Roof Sign Wall Sign Other Device	Interior Light Exterior Light ECM Reader Board		Zoning District Min setback Min clearance Property frontage Lineal feet of bldg Max height Annual Renew	1/38 -0 1/5' no
Control on Property SEE				east side of lot
Dimensions 3EE	AHNCHEN	5-5	x 61611	
Construction ALUMING	m Box w	/ PLEX	14UASS LO	ETTERS
Comments 45 acres	Add' Signa	ge 10	-3-18(e)	
Attach the following: Site Plan indicating sign location Detailed drawing of the proposed Certificate of Liability Insurance Signed Project Cost (Sign Construction as	- Sign Contractor (Unle	to scale) ss current copy	is on file)	Way 20
Sign Permit Fee is \$50.00 per sign.				Rev 01/22/14

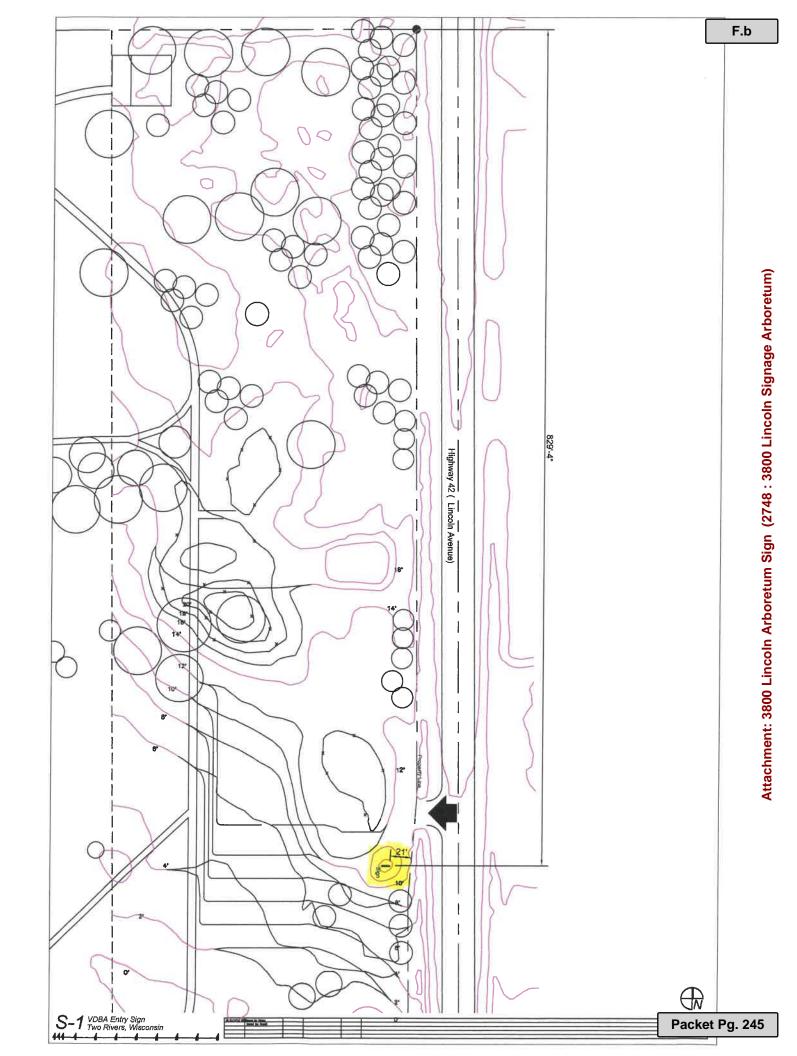
Rev 01/22/14

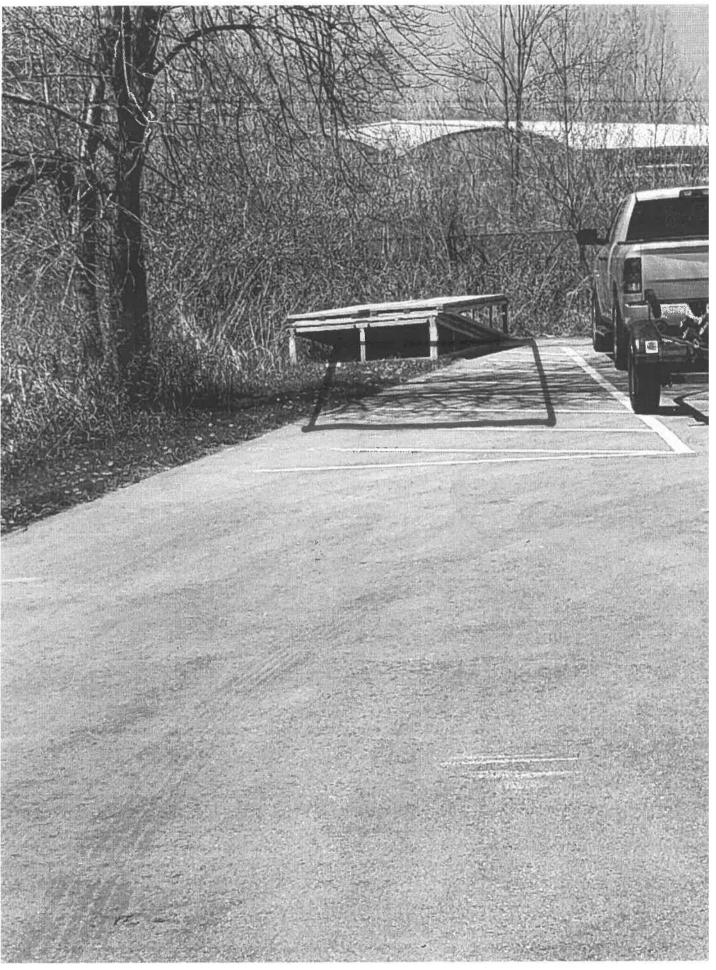


Scale: 1"=1

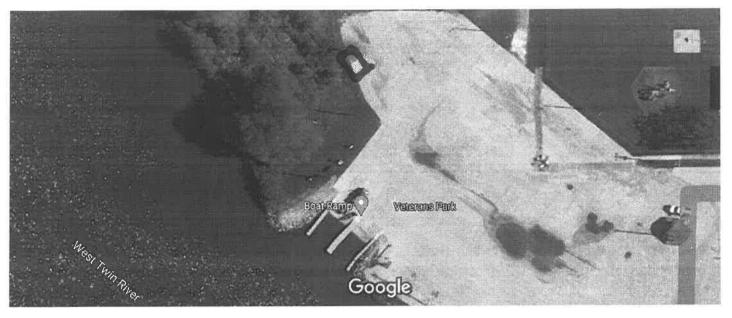
Plan





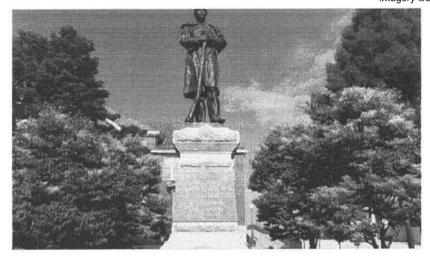


Google Maps Two Rivers



Imagery ©2020 Maxar Technologies, Map data ©2020 50

50 ft



Two Rivers

Wisconsin













Directions

Save

Nearby

Send to your phone

Share

Photos

Klein Concessions L.L.C. is requesting permission to place a metal Radant portable storage unit in the vets park boat launch parking lot. For the storage of canoes and kayak rentals. (N. E.) corner see attached map with designation. Placement time would be from may to sept 1st. Klein concession is also proposing to share the monthly reports and pay the city of two rivers rec dept a 5% of rental fees, for usage of the said area. All rentals are ran through a square reader program which makes reports clear and available.

Klein Concessions	
Nathan Klein	_date <u>6-3-20</u>
City of Two Rivers	date

CONCESSIONAIRE AGREEMENT

(Vietnam Veteran's Park, Neshotah Beach)

THIS CONCESSIONAIRE AGREEMENT is made this ____ day of _____, 2020, by and between the CITY OF TWO RIVERS, WISCONSIN, (City) and Ice Clouds, LLC whose principal offices are located at 334 E Mission Road, Green Bay, WI 54301-1804 (Concessionaire).

In consideration of the payments and the performance of the covenants and agreements by Concessionaire set forth below, the City hereby grants to Concessionaire the right to operate a food and beverage Concession at the location identified below, under the following terms and conditions:

1. Grant of Concession. The City hereby grants to Concessionaire an exclusive right to provide and operate a Concession business at the City's Neshotah Park Concession Stand (Concession Stand), located at 500 Zlatnik Drive and on the terms and conditions described herein. Facilities and equipment at the Concession Stand are further described in Exhibit A, attached hereto and incorporated herein by reference.

Any rights not specifically granted to Concessionaire herein are retained by the City, including the ability to allow other concession operations and food trucks at other locations within Neshotah Park.

- 2. <u>Term.</u> The term of this Agreement shall be from June 16, 2020 until October 1, 2020, unless earlier terminated in accordance with this Agreement. This Agreement may be renewed for a one-year term at its expiration upon written agreement of the parties for a maximum of three such extensions.
- 3. <u>Concession Operations</u>. Concessionaire shall provide top-quality concessions to the public and patrons of the Parks at such prices and under such standards of operation as will ensure prompt, courteous, and convenient services to the public and patrons including, without limitation, those standards set forth in **Exhibit B**, attached hereto and incorporated herein by reference. Toward this end, Concessionaire shall: provide all food and beverage services available at the Concession Stand; employ, train, manage, and directly supervise all personnel required to properly operate and maintain the concessions; provide general maintenance to City-owned equipment (City Equipment) listed in Exhibit A; and obtain all licenses, permits, and certificates required to operate the Concession, including, but not limited to:
 - Wisconsin sales tax license
 - Manitowoc County Health Department certificate

Concessionaire will operate the Concessions in a manner fully supportive of, and in compliance with, the standards set forth in **Exhibit B**; operate the Concession Stand as a public facilities in a non-discriminatory manner at all times; promote and market the Concession to the general public; and provide any and all equipment in addition to that provided by the City which is necessary to provide the required level of services.

4. <u>Use of Premises</u>. Concessionaire shall have the right to possession of the Concession Stand and those premises within a fifty-foot radius of the Concession Stand (together, the "Premises") for providing the Concession. Concessionaire shall designate a supervisor during the times when the Concessionaire is not present at the Premises; designation of a supervisor shall not excuse Concessionaire from meeting all requirements of this Agreement. Concessionaire shall not use or permit others to use the Premises for any purpose prohibited by law. Concessionaire shall keep the Premises clean and free of trash and debris. Cleaning must be performed at regular intervals during operating hours and at the end of each day. Concessionaire shall maintain all signs or advertisements approved by the City in good and attractive condition at Concessionaire's expense.

5. Restrictions. Concessionaire shall not:

- a) Permit any unlawful practice to be carried on or committed on the Premises.
- b) Use or permit the Premises to be used in any manner or for any purpose that might invalidate or increase the rate of insurance on any policy maintained by the City; including storage of any inflammable fluids, toxic materials, any materials which may otherwise unreasonably expose persons or property to harm or substances of any nature reasonably deemed dangerous by the City or the City's insurance carriers without obtaining prior written consent of the City, except for small quantities of cleaning products incidental to their permitted uses described in this Agreement.
- c) Use or permit the Premises to be used for any purpose that creates a nuisance or injures the reputation of the Parks or the City.
- d) Permit any odors to emanate from the Concession Stands in violation of any applicable law.
- e) Use or permit any portion of the Premises to be used for storage or other purposes except as is necessary and required with its use specified in this Agreement.
- f) Permit Concessionaire's employees to park anywhere upon the Premises except in parking spaces as designated by the City; provided, however, designated employee parking may be modified from time to time by the City upon prior notice to Concessionaire; further, Concessionaire, staff, and/or suppliers shall not drive personal or delivery vehicles on sidewalks, plazas or grass areas unless access is approved by the City.
- g) Sell any tobacco, alcohol products, firearms or fireworks.
- h) Conduct, or allow to be conducted, gambling on premises.
- i) Place or permit any sign, advertisement, display, notice, or other lettering to be exhibited or fixed to any part of the Premises without the City's prior written approval. All signs shall be professionally prepared and no "handwritten" signage will be allowed on the

external surfaces of the Concession Stand, to convey information on menu, pricing, or service to the public.

6. Hours of Operation. The Concession Stand shall be open for business for at least the following hours:

10:00 AM to 6:00 PM daily, Sunday – Saturday. Concession stand will open for the season no later than June 20 and close for the season no earlier than 6:00 PM on Labor Day.

Concessionaire's hours of operation and level of service may be adjusted according to changes in the field, facility schedules, and weather conditions at the premises. Concessionaire may, at its discretion, choose to open as early as 7:00 Am and close as late as 10:00 PM.

7. <u>Concessionaire Personnel</u>. The Concessionaire shall provide all personnel (whether employees or independent contractors) and equipment necessary to perform the work required by this Contract.

Concessionaire's employees at the Concession Stand are subject to final approval by the City. Concessionaire shall provide the City with the full name and date of birth of each employee who is to be assigned to work at the Concession Stand, at least four days in advance of that employee's first day of work at the Concession Stand, to allow time for a criminal background check by the Two Rivers Police Department.

The Concessionaire agrees that only employees who have passed such a criminal background check shall be allowed to work at the Concession Stand.

The Concessionaire's employees will be required to adhere to City security, fire, and safety regulations. The Concessionaire agrees that it will, upon notice from the City, immediately remove any personnel who is, for any reason, unsatisfactory to the City.

The Concessionaire shall not represent that it and its personnel are agents or employees of the City.

- 8. <u>Improvements</u>. The City retains the right to modify or alter the Concession Stands at any time and in any manner; provided, however, that such modifications or alterations shall only be made during off-season periods (October 1 through May 15), except for any emergency work deemed necessary by the City. Concessionaire shall make no improvements or alterations to the Concession Stands without the City's prior written approval. Any permanent improvements or alterations to the Concession Stand, buildings or grounds, approved by the City and made by the Concessionaire at their expense, will become the property of the City at the end of this contract.
- 9. <u>Maintenance and Repair</u>. All maintenance and repair to the Concession Stands shall be the responsibility of the City; provided, however, that any maintenance and repair necessitated by the negligence or intentional acts of Concessionaire shall be the sole responsibility of Concessionaire. As a part of the City's preventive maintenance program, the City may require an annual closure for maintenance and repair to rejuvenate the Concession Stands; provided,

however, that such work shall be performed during off-season periods, except for any emergency work deemed necessary by the City.

10. Equipment.

- a) The City will furnish equipment, furniture, fixtures, and personal property described in Exhibit A, which shall remain the property of the City. Concessionaire shall be responsible for routine maintenance of all City Equipment and shall keep City Equipment in proper working order, normal wear and tear excepted. The City shall be responsible for replacing and/or repairing City Equipment when deemed necessary by the City in its sole discretion; provided, however, that if replacement is necessary due to the negligence or intentional acts of Concessionaire, Concessionaire shall bear the cost of replacement.
- b) Concessionaire shall furnish its own food, beverages and operating supplies to offer food and beverage services per the contract. All such items shall remain the property of Concessionaire at the termination of this Agreement.
- 11. <u>Utilities</u>. The City shall provide water, sewer, electricity, and gas necessary for the operation of the Concession Stand. Concessionaire is responsible for providing telephone and/or internet services for its exclusive use.
- 12. Other Operations and Activities. Concessionaire shall conduct the Concession granted to it without infringement upon the rights of others, or any interference in the operation of the Parks and Recreation Department facilities in general, or any facilities adjacent thereto. It shall not engage in any business to sell any commodity upon, in, or around the Premises other than as expressly set out in this Agreement. Concessionaire shall cooperate so as not to interfere with the holding or carrying on of any event upon the Premises and shall not create unreasonable noise or annoyance to those participating in or attending such events.
- 13. <u>Permits and Licenses</u>. Concessionaire shall secure, pay for, and post in places designated by the City all permits and licenses necessary for the operation of the Concession, and shall pay, at its own expense, all taxes assessed or levied against it's business and merchandise.
- 14. Authority of Director. The City's Parks and Recreation Director (Director) shall be responsible for interpreting and applying the provisions of this contract. The Director shall decide all questions which may arise as to Concessionaire's fulfillment of such standards and guidelines. If the service being performed by Concessionaire does not meet the standards and guidelines set out in this Agreement, the Director shall immediately notify Concessionaire, and the failure shall be deemed a default. In the event Concessionaire disagrees with the Director's decision, Concessionaire shall have the right to appeal the decision to the City's City Manager (City Manager), provided such appeal is in writing and filed with the City Manager no more than ten (10) days after Concessionaire's receipt of the Director's written decision. The City Manager shall issue a written decision within twenty (20) days after receipt of the appeal. The City Manager's decision shall be provided to both parties and shall be final.

15. <u>Access and Inspection</u>. The Director or designee may enter the Concession Stands at any reasonable time for performing inspections. 24-hour notice of entering concessions will be given by the City to the Concessionaire with exceptions deemed by the city in its sole discretion in the event of emergency.

16. Payments.

- a) Concessionaire as payment for the Concession shall pay to the City 10% per calendar month of total gross sales, within fifteen (15) days of the last day of each month.
- b) Concessionaire shall keep a permanent, accurate set of records of all gross sales derived from the conduct of the Concession, including all point-of-sale records, tapes, and printouts; sales reports and ledgers; files; computer records and disks; cash register tapes, sales slips, order records, and invoices; copies of all tax returns filed with any governmental authority that reflect in any manner sales, income, or revenue generated in connection with the Concession, as may be reasonably required in order to ascertain, document, or substantiate gross sales. All such records shall be retained for at least three years after the end of the calendar year to which they relate.
- c) The City shall have the right at any time, and from time-to-time, to review and approve the internal accounting controls and procedures utilized in connection with, or that are designed for, the operation of the Concession. All sales transactions shall be entered a cash register and receipts shall be issued for each sale no exceptions. Concessionaire shall retain all records of sales transactions. Concessionaire shall provide any sales transaction records to the City upon request. Concessionaire shall provide a sales report based upon this information and submit to the Director with each monthly payment. If a cash register is faulty or in need of repair, it is the responsibility of Concessionaire to report the problem to the City designee immediately and to keep accurate and up-to-date records on all sales until the register is back in working order or until a replacement can be installed. It is imperative that correct and accurate sales records are kept, and that Concessionaire implement effective cash control measures to ensure that all sales are recorded, and receipts are secured.
- 17. <u>Security Deposit</u>. Concessionaire shall furnish a security deposit, as security for Concession fees, security for the return of all City-owned facilities and City equipment in good condition at the termination of this Agreement, and as security for its performance of all covenants contained herein, in the form of a cash deposit of \$1,000.
- 18. Other Payment Obligations. Concessionaire shall promptly pay all taxes and fees of whatever nature applicable to the operation of the Concession and shall maintain all licenses, municipal, state or federal, required for the conduct of business, and shall not permit any of said taxes or fees to become delinquent. Concessionaire shall furnish to the City, upon request, duplicate receipts or other satisfactory evidence showing the prompt payment of social security, unemployment compensation, and all taxes and fees referenced above.

19. Indemnification. Concessionaire agrees to indemnify and hold harmless the City, its officers, employees, and insurers, from and against all liability, claims, and demands on account of injury, loss, or damage, including without limitation claims arising from bodily injury, personal injury, sickness, disease, death, property loss, or damage, or any other loss of any kind whatsoever. which arise out of or are in any manner connected with Concessionaire's operation of the Concession, if such injury, loss, or damage is caused in whole or in part by, or is claimed to be caused in whole or in part by, the act, omission, error, professional error, mistake, negligence, or other fault of Concessionaire, any subcontractor of Concessionaire, or any officer, director, shareholder, member, employee, representative, or agent of Concessionaire, or which arise out of any workers' compensation claim of any employee of Concessionaire or of any employee of any subcontractor of Concessionaire. Concessionaire agrees to investigate, respond to, and provide defense for and defend against any such liability, claims, or demands at the sole expense of Concessionaire and agrees to bear all other costs and expenses related thereto, including court costs and attorneys' fees, whether or not any such liability, claims, or demands alleged are groundless, false, or fraudulent.

20. Insurance.

- a) Concessionaire shall procure and continuously maintain at its own expense the minimum insurance coverages listed below, with forms and insurers acceptable to the City. In the case of any claims-made policy, the necessary retroactive dates and extended reporting periods shall be procured to maintain such continuous coverage.
- b) Commercial general liability insurance with a combined single limit of \$1,000,000 per occurrence. This policy must include concessionaire liability, products liability, broad form property damage, and personal injury;
- c) Statutory workers' compensation on all employees;
- d) All risk insurance for the full insurable replacement value of City-owned equipment and personal property; and
- e) The required insurance policies shall be endorsed to include the City of Two Rivers as additionally insured as its interests may appear under this agreement. Every policy required above shall be primary insurance, and any insurance carried by the City, its elected officials, officers, employees, or others working on behalf of the City, or carried by or provided through any self-insurance pool of the City, shall be excess and not contributory insurance to that provided by Concessionaire. Each party to this Agreement agrees to waive subrogation on respective property insurance.
- f) The certificate of insurance provided to the City shall be completed by Concessionaire's insurance agent as evidence that policies providing the required coverages, conditions, and minimum limits are in full force and effect,

and shall be reviewed and approved by the City before the commencement of the Agreement. The certificate shall identify this Agreement and shall provide the coverages afforded under the policies and shall not be canceled, terminated or materially changed until at least thirty days prior written notice has been given to the City. Certificates of insurance shall be marked to identify this Agreement and shall be sent to:

> Parks & Recreation Department P.O. Box 87 Two Rivers, WI 54241

21. Non-discrimination.

- a) Concessionaire shall not discriminate against any employee or applicant for employment because of race, color, religion, age, sex, disability, sexual orientation or national origin. Such action shall include, but not be limited to, the following: employment, promotion, demotion or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Concessionaire agrees to post in conspicuous places, available to employees and applicants for employment, notice to be provided by an agency of the federal government setting forth the provisions of the Equal Opportunity Laws.
- b) Concessionaire shall not discriminate against any customer, guest, park patron, employee or visitor because of race, color, religion, age, sex, disability, sexual orientation or national origin and shall treat all persons with dignity and respect. Failure to comply with this paragraph shall be an event of default.

22. Termination.

- a) This Agreement may be terminated by the Concessionaire, and Concessionaire may be entitled to quit all or any part of the Premises or be released from any obligations hereunder upon thirty (30) days prior written notice for the following reasons:
 - 1) Damage to all or a substantial part of the Premises not caused by Concessionaire;
 - 2) Any limitation or prevention of, or any interference with, any use or possession of all or a substantial part of the Premises by the City:
 - 3) Force majeure causing an inability to perform, due to factors beyond Concessionaire's control such as acts of God, flood, war, riot, fire, explosion, strikes, or acts of government which last for a period greater than one hundred eighty (180) days;

- 4) Any final order or judgment by any court, administrative agency, or other governmental authority requiring such; or
- 5) Any material breach by the City as provided herein.
- b) This Agreement may be terminated by the City upon thirty (30) days' notice if any of the following occurs:
 - 1) Concessionaire fails to make any payment when due, however, Concessionaire shall have a grace period of five (5) business days within which to make such payment to the City; or
 - 2) Concessionaire, while in possession of the Premises, files a petition for bankruptcy or insolvency or for reorganization under the Bankruptcy Act, or voluntarily takes advantage of such Act by answer or otherwise, or makes an assignment for the benefit of creditors;
 - 3) If proceedings are instituted against Concessionaire under any bankruptcy or insolvency law or if a receiver or trustee is appointed for all or substantially all of Concessionaire's property, and such proceedings or receivership or trusteeship are not vacated or dismissed within thirty days after such institution or appointment.
 - 4) Concessionaire fails to comply with any of the terms of this agreement.
- c) Any of the following occurrences or acts shall constitute an "Event of Default" under this Agreement:
 - 1) Any event or occurrence identified as such in this Agreement, or any violation of the terms and conditions of this Agreement.
 - 2) Three notices of default within any twelve-month period shall constitute conclusive evidence of repeated defaults and shall constitute a material breach of this Agreement.
- d) The City may, as the non-breaching party, may enter the Premises and Concession Facilities, remove any personal property, and store such property in a public warehouse or elsewhere at the cost of Concessionaire.
- 23. <u>Delivery after Termination</u>. Concessionaire will deliver the Premises and all City Equipment thereon to the City at the termination of this Agreement in as good condition and state of repair as when received, except for ordinary wear and tear, or loss, and damage not otherwise caused by Concessionaire. Within 30 days following termination of this Agreement, City shall return Concessionaire's Security Deposit, less any appropriate deductions damage to the Concession Stand and its premises or damage to or loss of any City-owned equipment.

- **Cumulative Rights.** No right or remedy is intended to be exclusive of any other right or remedy, and every right and remedy shall be cumulative and in addition to any other right or remedy given hereunder or now or hereafter existing at law or in equity. The failure of either party to insist at any time upon the strict performance of any covenant or to exercise any right contained in this Agreement shall not be construed as a future waiver. The City's receipt of any payment with knowledge of the breach of any covenant contained in this Agreement shall not be deemed a waiver of such breach. Neither party shall be deemed to have made any waiver of this or any provision of this Agreement unless expressed in writing and signed by such party.
- **25.** <u>Venue and Governing Law.</u> Venue for any legal action regarding this Agreement shall lie in the District Court of Manitowoc County, Wisconsin, and this Agreement shall be governed by the laws of the State of Wisconsin and the Municipal Code of the City of Two Rivers.
- 26. <u>Independent Contractor</u>. For the purposes of defining Concessionaire's relationship with the City, it is understood and agreed that Concessionaire is an independent contractor, and nothing herein contained shall constitute or designate Concessionaire or any of its employees or agents as agents or employees of the City, nor shall Concessionaire be deemed to be engaged in a partnership or joint venture with the City. Concessionaire understands and agrees that Concessionaire is not entitled to nor shall it receive any City benefits, including vacation, worker's compensation, sick pay, or any other benefits from City and is obligated to pay federal and state income tax on any money earned under this Agreement.
- Assignment. Concessionaire may not assign this Agreement, in whole or in part, without the prior consent in writing of the City. If this Agreement is assigned or transferred, or the Premises are occupied by anyone other than Concessionaire, the City may, after default by Concessionaire, collect Concession fees from the assignee, transferee, or occupant and apply the net amount collected to the Concession fees reserved herein, but no such assignment, transfer, occupancy, or collection shall be deemed a waiver of any agreement, term, covenant, or condition of this Agreement, or the acceptance of the assignee, transferee, or occupant, or a release of Concessionaire from the performance of further performance by Concessionaire of the agreements, terms, covenants, and conditions hereof, and the party originally constituting Concessionaire under this Agreement shall continue liable under this Agreement in accordance with all the agreements, terms, covenants, and conditions of this Agreement. The consent by the City to an assignment or transfer shall not in any way be construed to relieve Concessionaire from obtaining the express consent in writing of the City to any further assignment or transfer.
- **28.** Notices. All notices, demands, and communications hereunder shall be personally served, mailed via US Mail, postage pre-paid, as follows:

If to the City: Parks and Recreation Department

City of Two Rivers

P.O. Box 87

Two Rivers, WI 54241

If to Concessionaire: Josh Roland Delforge

Ice Clouds, LLC 334 E Mission Road Green Bay, WI 54301-1804

Any notice given by mail shall be deemed delivered when sent addressed as above, with postage prepaid, or when served personally at the applicable address.

- **Entire Agreement.** This is the entire agreement between the parties, and there are no other terms, obligations, covenants, representations, statements, or conditions, oral or written, of any kind whatsoever. Any agreement hereafter made shall be ineffective to change, modify, discharge, or effect an abandonment of this writing.
- 30. Severability. If any clause or provision of this Agreement is illegal, invalid, or unenforceable under present or future laws effective during the term of this Agreement, then and in that event, it is the intention of the parties hereto that the remainder of this Agreement shall not be affected thereby. It is also the intention of the parties to this Agreement that in lieu of each clause or provision of this Agreement that is illegal, invalid, or unenforceable, there be added as part of this Agreement a clause or provision as similar in terms to such illegal, invalid, or unenforceable clause or provision as may be possible and be legal, valid, and enforceable.

(Remainder of Page left intentionally blank)

In witness whereof, the City Manager and City Clerk of the City of Two Rivers, Wisconsin have caused this Agreement to be signed at Two Rivers, Wisconsin as authorized by the Two Rivers City Council.

City of Two Rivers			
Gregory E. Buckley, City Manager		Date	
Kim Graves, City Clerk		Date	
Ice Clouds, LLC			
Printed Name:	 Date		

EXHIBIT A

DESCRIPTION OF FACILITIES AND EQUIPMENT TO BE PROVIDED BY THE CITY FOR FOOD AND BEVERAGE CONCESSIONS IN DESIGNATED PARKS AND RECREATION FACILITIES IN THE CITY OF TWO RIVERS

The following location has the equipment listed below that will be made available to the concessionaire. Concessionaire shall be responsible for routine and minor maintenance and cleaning of this equipment. The Concessionaire is authorized by this Agreement to provide concessions at the following locations and in accordance with the schedule provided by the Director:

Neshotah Beach Concession Building

Concession Stand Address: 500 Zlatnik Drive, Two Rivers, WI 54241

City-provided equipment includes:

- 1. Chest freezer
- 2. Refrigerator
- 3. Popcorn Machine
- 4. Nacho cheese dispenser
- 5. Nacho chip warmer
- 6. Pizza oven
- 7. Pizza warmer
- 8. Countertop food warmer
- 9. Merchandiser refrigerator
- 10. Two (2) 50 cup coffee pots
- 11. Hot dog steamer
- 12. Cash drawer and point of sale system
- 13. Microwave
- 14. Hawaiian Ice Machine
- 15. Cabinets
- 16. Countertops
- 17. Four (4) wire rack storage shelves
- 18. 3 compartment sink
- 19. Hand wash sink

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EXHIBIT B Standards for Operation of Concessions

Cleanliness Standards

- 1. Concessionaire will maintain, at all times, food preparation, dining, and service areas, and all equipment, fixtures, paraphernalia, materials, utensils and other items therein, in a clean and sanitary manner. Concessionaire shall keep the Concession Facilities clear of broken glass, litter, debris, and garbage. Concessionaire shall dispose of any wastewater or other waste fluid in the sanitary sewer. In the event waste fluids may not legally be disposed of in the sanitary sewer, Concessionaire is responsible for disposing of same in an appropriate and lawful manner.
- 2. Concessionaire shall comply with all applicable heath and sanitation laws and regulations, including:
 - a. The sanitation code of the U.S. Food Service Industry as published by the National Restaurant Association.
 - b. All State of Wisconsin acts and regulations governing food service operations.
 - c. All applicable City and County public health/sanitation regulations.
 - d. Any specific guidelines established by the Director.
- 3. At all times, Concessionaire shall permit and facilitate inspection of the food/beverage facilities by the City and by public health/sanitation/building/fire authorities so authorized.
 - a. Concessionaire shall provide a copy of all health department inspections to the Director on the same day the inspection form was issued. All health department violations are to be corrected within the time period allowed by the health inspector or within forty-eight (48) hours, whichever is sooner unless approval for a delay is granted by the health department or the Director.
 - b. Failure to pass health inspections, unless all failures are corrected within forty-eight (48) hours, is a material breach of this Agreement and may result in termination.
- 4. Concessionaire shall conduct inspections of the food service facilities once weekly. An inspection checklist shall be prepared and completed by Concessionaire for each inspection, and the checklists shall be made available to the Director upon request. The inspection report shall include corrective measures taken or to be taken by Concessionaire. Concessionaire shall also conduct daily inspections and take immediate corrective measures.

- 5. The City shall conduct a formal inspection of the Concessionaire's Concession Facilities a minimum of four times per year, or as deemed necessary by the City. Concessionaire shall accompany the City's designated representative during the inspection.
- 6. Failure to comply with this section, after notice from the City, shall be an event of default.
- 7. Concessionaire and or designated staff shall clean all areas of trash and debris related to the service of food and beverages within a 50-foot radius of the concession stand or location. This must be accomplished periodically during the time that the stand is open and once at the end of the operating day.

Facility and Equipment Maintenance

- 1. Concessionaire shall be responsible for the maintenance and repair, or replacement of all equipment and facilities for food and beverage handling, and Concession Facilities provided by the concessionaire.
- 2. The City shall be responsible for maintenance and repair, or replacement of all equipment and facilities for food and beverage handling provided by the City.
- 3. The City shall make every effort to repair Park facilities damaged by acts of God, vandalism, theft, burglary, etc. that are not the responsibility of the Concessionaire or its agents or employees. However, the city will not reimburse the Concessionaire for losses of product or potential sales due to these events.
- 4. Failure to comply with this section, after notice from the City, shall be an event of default.

Custodial Maintenance

- 1. Concessionaire will be responsible for custodial maintenance of the restrooms and areas surrounding the premises (see #7 Cleanliness Standards).
- 2. The City shall be responsible for the fields and facilities where concession stands are located including turf areas, concrete/hard surface areas, and storage areas.
- 3. Custodial maintenance shall include, but not be limited to, routine spill clean-up, debris and litter pick-up, stocking of toilet paper and paper towels. All areas will always be kept clean and neat.
- 4. Concessionaire shall be responsible for trash removal service, grease removal service, and the grease trap system. Concessionaire shall not discharge any grease into building drains and must keep all grease in proper containers for disposal. If grease is incorrectly disposed of in the drain system, Concessionaire shall be responsible for cleaning or repairing drains or grease trap system

6. Failure to comply with this section, after notice from the City, shall be an event of default.

Menu and Pricing

- 1. Before the beginning of each operating season (March 1 or other date as specified), Concessionaire shall submit a detailed menu and price schedule of all items it proposes to sell, including size, weight, and amount of each item. All prices are subject to City approval. Concessionaire shall plan and prepare imaginative menu selection with an adequate variety of products, in consultation with the City. Any City contract commitments regarding sole sources, *i.e.* beverage products, will be utilized by Concessionaire.
- 2. Concessionaire shall adhere strictly to all food laws and regulation as adopted by the State of Wisconsin or the County Health Department. Food shall be prepared in such a way as to be acceptable to patrons. Hot food shall be hot and cold food shall be cold. The amount of food served shall be sufficient in relation to price and other services offered. Service shall be prompt, giving attention to the patrons' needs and promoting a friendly relationship. The food shall complement the facility and shall reflect the eating preferences of the patrons.
- 3. Failure to comply with this section, after notice from the City, shall be an event of default.

Employee Conduct and Appearance

- Concessionaire shall be responsible for the employment and compensation of its employees.
 All employees shall provide prompt and courteous service to all customers and the general
 public. Concessionaire shall provide qualified supervision, competent management staff, and
 numbers of employees necessary to maintain good service. Employees shall be clean and
 maintain appropriate clothing and appearance. Concessionaire shall always enforce strict
 discipline and good order among employees.
- 2. Failure to comply with this section, after notice from the City, shall be an event of default.

Customer Service

- 1. All complaints, whether received by Concessionaire or the City, are to be reviewed by Concessionaire and the customer contacted by Concessionaire within forty-eight (48) hours of the filing of the complaint. A written report of the result of the follow-up will be provided to the Director within five (5) days.
- 2. If the City receives three or more customer service complaints in a reasonable period, the City may conduct a performance audit, utilizing customer surveys to determine customer satisfaction. Customers will be asked if they are "very satisfied," "satisfied," "dissatisfied," or "very dissatisfied" with the operations of Concessionaire. A reasonable number of customers shall be surveyed. The acceptable performance standard shall be seventy-five percent (75%) of the surveyed customers rating satisfied or very satisfied. A rating below seventy-five percent (75%) satisfaction may be grounds for termination of this Agreement. If a survey indicates less than seventy-five percent (75%) satisfaction, Concessionaire may request a

second survey by an independent third party, at the sole cost of Concessionaire. If the second survey indicates customer satisfaction rating of seventy-five percent (75%) or above, Concessionaire will be deemed to have met the standard of acceptable performance.

ICE CLOUDS & CARIBBEAN CRUISER PROPOSAL FOR CONCESSION SERVICES

For Neshotah Beach



OVERVIEW

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

The Objective

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

The Opportunity

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

OUR PROPOSAL

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

COMMISSION & RENT

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

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

OPERATING PLAN

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

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

MENU & PRICING

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

ICE CLOUDS

SHAVED ICE **FLAVORS**

Bahama Mama Banana **Birthday Cake Blue Hawailan Blue Raspberry Bubble Gum Buttered Beer** Cherry Cherry Lime Aid Coconut **Cotton Candy** Dreamsicle Grape Green Apple

Hawaiian

Lemonade Lemon Lime Mango Margarita Orange **Passion Fruit** Peach Pina Colada **Pineapple** Pink Lemonade Raspberry Rootbeer Strawberry **Tiger Blood** Vanilla Watermelon



TOPPINGS ICE CREAM SI POP ROCKS \$1 SWEET CREAM 500 WHIPPED CREAM 50c RAINBOW MOCHI SI FOPPING BOBA \$1 (Chacalate - Strawberry - Rainbow - Passion Fruit)

ICE CLOUD SPECIALTIES ULTIMATE RAINBOW - ADD SI ROOT BEER FLOAT - ADD SI DILL PICKLE - ADD \$1

BOTTLE OF WATER SI We Have Sugar Free!



CERNOCATINES : FRINCONSPANDE CONCES : ICONOMICE DAMES SE I PROFESSOR : INCONTRANCES SE









UNICORN BOMB-POP

QUALIFICATIONS

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

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

CONCLUSION

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

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

Thank you for your consideration,

Ice Clouds & Caribbean Cruiser

REFRENCES

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

