

**CITY OF TWO RIVERS CITY COUNCIL  
PERSONNEL AND FINANCE COMMITTEE  
Friday, March 27, 2020  
8:00 AM  
3<sup>rd</sup> Floor Committee Room**

**Call to Order**

The meeting was called to order by Committee Chairman Curt Andrews at 8:05 AM.

**Roll Call**

Committee Members present: Curt Andrews, Mark Bittner, Jack Powalisz.

Also present were: Gregory Buckley, City Manager; Dave Buss, Finance Director.

**Update on City's Response to COVID-19 Emergency**

The City Manager reviewed a draft copy of Emergency Work Rules that are being implemented in response to the COVID-19 Pandemic emergency. He noted that he hopes to finalize and distribute these emergency rules to all City employees by the end of the day on Friday; an informational copy will be provided to the City Council, for discussion at the March 30 work session.

**Discuss Status of Financing for 2020 Capital Projects**

Mr. Buckley stated that he has submitted requests for application materials to the State Trust Fund for the three possible loans that were discussed at a previous committee meeting and supported by the Council by action at its meeting on March 16: \$550,000, three-year loan to cover Water and Sewer Fund advances for lateral installations; \$250,000, 20-year loan for TID 13 grant for Culvers; and \$1,073,000 Stormwater Fund loan for capital projects.

He added that, due to uncertainty in the municipal bond market, he also requested an application for \$1,330,000 in 10-year borrowing for 2020 capital projects proposed for funding through general obligation debt. With this alternative borrowing available, the Council at its April 20 meeting can decide whether to finance those projects through a market issue, or through a Trust Fund loan at 2.75 percent interest.

(NOTE: Mr. Buss left the meeting at this point.)

**Review of City Manager's 2018-2019 Goals and Accomplishments**

The Committee then reviewed the most recent list of goals for the City Manager, which was finalized in May 2018. Mr. Buckley led a review of the document, which included comments on the status of the various goals listed. Noteworthy accomplishments on the list included:

- Refinancing the balance of the City's unfunded pension liability

- Restructuring economic development activities; hiring a new Community Development Director
- Redevelopment of the Suettinger Hardware block—Hotel project
- Riverside Foods expansion project
- Progress toward redevelopment of the Inman Jewelry block
- Progress on addressing blighted vacant gas stations on Washington Street
- Completing Phase 2 of the Sandy Bay Subdivision and commencing marketing
- Water system lead compliance and intake cleaning
- Financing and completing major improvements at the Wastewater Treatment Plant
- Completion of East Side bike trail to high school
- Funding and constructing new trail to south pier
- Increasing citizen communications through utility billing insert
- Support for National Marine Sanctuary creation and implementation

It was also noted that there are a number of goals that remain “works in progress,” or still need to be addressed, including:

- Acquisition and redevelopment of the former Hamilton property
- New TID for further expansion of Woodland Industrial Park
- Acquiring CN railroad right-of-way to aid redevelopment along the Memorial Drive corridor
- Completing pay kiosk installation at Vets Park and Harbor Park
- Constructing a “safe crossing” of Memorial Drive to Mariners Trail, at Madison Street, Columbus Street or other location
- Securing developers for additional condominium construction

### **Closed Executive Session**

At 10:15 AM, a motion was made by Councilmember Bittner, seconded by Councilmember Powalisz, to go into Closed Session per Wisc. Stats. 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session

- Discuss Matters Regarding Economic Development
- Discuss Status of Possible Claim Against City

Upon a roll call vote, Ayes (3) Mark Bittner, Curt Andrews, Jack Powalisz; Noes (0) None. Motion carried.

(NOTE: At this point, Mr. Buckley left the meeting for approximately 30 minutes, for a staff meeting on the COVID-19 emergency).

**Reconvene in Open Session**

At 11:15 AM, a motion was made by Councilmember Bittner, seconded by Councilmember Powalisz, to reconvene in open session. Upon a voice vote, motion carried.

**Discuss City Manager's 2020 Goals**

The Committee and the City Manager discussed 2020 Goals. There was a consensus among the committee that the previous goals list was too long and too detailed; a new goals list should contain 5-7 major goals, with agreed-upon measures for success. Committee members Andrews and Bittner presented their ideas for such goals.

The Committee members agreed to continue this discuss at a future meeting. It was agreed to meet again for that purpose on Thursday, April 2, at 5:00 PM, as an in-person meeting.

**Motion Regarding City Manager's Evaluation**

Powalisz moved, supported by Bittner, to state that the City Manager had performed well in leading the City organization in pursuit of the 2018-19 goals and in accomplishment of several major goals as noted. Upon a voice vote, motion carried.

**Adjournment**

There being no further business, a motion was made by Councilmember Powalisz, seconded by Councilmember Bittner, to adjourn at 8:10 PM. Upon a voice vote, motion carried.

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Greg Buckley  
City Manager