

**CITY OF TWO RIVERS CITY COUNCIL
PERSONNEL AND FINANCE COMMITTEE
Wednesday, May 6, 2020
5:00 PM
3rd Floor Committee Room**

Call to Order

The meeting was called to order by Committee Chairman Curt Andrews at 5:00 PM.

Roll Call

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

Also present were Gregory Buckley, City Manager, Dave Buss, Finance Director, Steve Denzien, Fire Chief and Bonnie Shimulunas, City Councilmember.

Discuss Status of 2020 City Budget, Year to Date and Outlook for Revenues, Balance of 2020 and 2021 Budget Year; Budget Impacts of the COVID-19 Pandemic, Possible Impacts to City Budget and Contingency Planning

Mr. Buckley reviewed the first three-month period of the General Fund Summary Budgets. To date the Revenue budget is \$2,990,171.99 and the Expenditure budget is 2,7554,807. The Committee continued discussing concerns associated with COVID-19. Per Mr. Buckley he stated the amount of State Shared Revenues for 2020 should not be affected, but he stated his concerns for the years 2021-2022. The City's budget has always been prudent. He is recommending borrowing for a contingency "bucket" of 5%. The Council will need to pass a Budget Amendment with the identified 2020 budget cuts as presented.

A motion was made by Councilmember Bittner, seconded by Councilmember Powalisz, to proceed with the contingency plan as presented. Upon a voice vote, motion carried.

Discuss Current and Upcoming Staff Vacancies

Mr. Buckley stated there are positions that are on hold from filling to date. Parks and Recreation Maintenance/Forestry position; Parks and Recreation Part time programming/PR position; Park and Recreation Director; Police Officer position; Part time Finance Clerk and Public Works summer help.

He further stated Officer Tim Culligan has retired from the Police Department and that position will not be filled currently. Due to the schools being closed, the three School Resource Officers have been added to the Patrol Shifts. The Two Rivers School District is continuing to fund the three School Resource Officers through 2020.

Councilmember Powalisz excused himself from the meeting at 6:30 PM.

Discuss Status of Financing for 2020 Projects

Mr. Buckley stated the paperwork for the financing is all in place that the Council approved at their last meeting on April 20, 2020. The loans were all approved and the city is preparing to use these funds in the next months.

Closed Executive Session

At 7:06 a motion was made by Councilmember Andrews, seconded by Councilmember Bittner, to enter into Closed Session per Wisc. Stats. 19.85(1)€ 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 possible City assistance to economic development projects
- Discuss status of negotiations with Thermo Fisher Scientific for purchase of former Hamilton Property
- Discuss strategy related to other prospective property purchases

Upon a roll call vote, Ayes (2) Curt Andrews, Mark Bittner; Noes (0) None. Motion carried.

Reconvene in Open Session – Possible Action on Matters Discussed in Closed Session

At 7:50 PM, a motion was made by Councilmember Andrews, seconded by Councilmember Bittner, to reconvene in Open Session. Upon a voice vote, motion carried. There were no actions taken on any matters discussed in Closed Session.

Discuss Date for Next Meeting

It was the consensus of the Committee to meet on Wednesday, May 13, 2020 at 5:00 PM.

Adjournment

There being no further business, a motion was made by Councilmember Andrews, seconded by Councilmember Bittner, to adjourn at 7:55 PM. Upon a voice vote, motion carried.

Kim M. Graves
City Clerk