

**CITY OF TWO RIVERS CITY COUNCIL
PERSONNEL AND FINANCE COMMITTEE
Wednesday, August 19, 2020
5:30 PM
3rd Floor Council Chambers**

Call to Order

The meeting was called to order by Committee Chairman Mark Bittner at 5:30 PM.

Roll Call

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

Also present were Gregory Buckley, City Manager; Dave Buss, Finance Director; Brian Kohlmeier, Police Chief; Elizabeth Runge, Economic Development Director.

Invited Guests: Kate Gadd, Abigail Diaz.

Discussion Regarding Community Racial Education

Ms Gadd and Ms Diaz addressed the committee with the concept of creating a Task Force or Ad Hoc Committee which would include members of the community to further educate the community with awareness and communication regarding racial and diversity within our city.

Ms Gadd will reach out to Two Rivers Public Schools, TRBA, Main Street, Library Director and other departments within the city.

After discussion, the Personnel and Finance Committee is in support of creating this task force/ad hoc committee, but it should be community driven, not city driven.

A motion was made by Councilmember Andrews, seconded by Councilmember Powalisz, to recommend Ms Gadd and Ms Diaz to craft the concept of the proposed task force/ad hoc committee and present at the next work session which is scheduled for Monday, August 31, 2020. Upon a voice vote, motion carried.

Recess

At 6:00 PM, a motion was made by Councilmember Andrews, seconded by Councilmember Powalisz, to recess the Personnel and Finance Committee Meeting for the Special City Council Meeting at 6:00 PM. Upon a voice, vote, motion carried.

Reconvene the Personnel and Finance Committee Meeting

At 6:05 PM, a motion was made by Councilmember Andrews, seconded by Councilmember Powalisz, to reconvene the Personnel and Finance Committee Meeting. Upon a voice vote, motion carried.

July Month-End Reports

The Committee reviewed the overtime report for the month of July. No action was taken. Budget preparation was discussed and Finance Director Buss will be creating the guidelines for Departments and will review at the September meeting.

Quarterly Form to Track Progress on Strategic Goals

Mr. Buckley presented a project management software called Envisio that tracks progress on strategic goals. He stated the City of Oshkosh uses this software and he and Elizabeth Runge participated in a webinar on this product. The initial cost is \$5,000 and then \$15,000 per year after. He will contact the City of Oshkosh and report back to the Committee.

At 6:40PM, Councilmember Powalisz excused himself from the meeting.

Closed Session

At 6:40 PM, 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 nosiness, whenever competitive or bargaining reasons require a closed session

- Possible Assistance to Economic Development Projects
- Discuss Property Sale
- Discuss Property Acquisition

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

Reconvene in Open Session

At 7:20 PM, a motion was made by Councilmember Andrews, seconded by Councilmember Bittner, to reconvene in Open Session. Upon a voice vote, motion carried.

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Set Date for Next Meeting

It was the consensus of the Committee to meet on Wednesday, September 23, 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 7:30 PM. Upon a voice vote, motion carried.

Kim M. Graves
City Clerk