

**CITY OF TWO RIVERS CITY COUNCIL
PERSONNEL AND FINANCE COMMITTEE
Wednesday, March 24, 2021
5:30 p.m.
3rd Floor Council Chambers**

Call to Order

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

Roll Call

Committee Members Present: Curt Andrews, Mark Bittner, Bill LeClair

Also Present: Adam Wachowski, Councilmember; Gregory Buckley, City Manager; Dave Buss, Finance Director

February Overtime Report

Finance Director, Dave Buss, reviewed the overtime report for February 2021 and a comparison year-to-date of 2021 and 2020. The General Fund overtime total for February 2021 is approximately \$19,000 lower than the same period last year.

Review 2020-2021 Strategic Goals, Discuss Possible Amendments and Additions for 2021-2022 Strategic Goals

City Manager Buckley provided a copy of the City of Two Rivers Strategic Goals and Objectives as adopted by Council in June 2020 including additions and changes from the December 2020 Work Session meeting. Andrews recommends the Committee members review the document on their own then reconvene at a Personnel & Finance Committee meeting on April 7th to review possible amendments and additions for the 2021-2022 Strategic Goals and Objectives.

Discuss Code of Conduct for City Councilmembers

The Code of Conduct for Elected Officials was reviewed. The Committee discussed the complaint procedures and suggested that all Councilmembers be reminded of the official procedure for filing a complaint.

Discuss Code of Conduct for City Staff

City Manager Buckley distributed a preliminary draft Employee Code of Conduct at the meeting. The Committee discussed areas in which the Code of Conduct overlaps for City staff and elected officials and how it relates to the employee Personnel Policy. Mr. Buckley will provide an updated draft at the committee meeting on April 7.

Discuss Timetable and Process for Possible Amendment to TID #7 (Northland Lodge-Old Hospital) Project Plan, to Fund Additional Activities

City Manager Buckley and Finance Director Buss reviewed the 2021 budget and forecast for TID #7. Under current conditions, TID #7 is projected to have an ending fund balance at the close of the TID of nearly \$1,000,000. The Committee discussed options for future amendments to the TID to do additional projects within the district.

Mr. Buckley also informed the Committee of a property assessment appeal recently received by the City Assessor, which could significantly impact revenues for TID #7.

The Committee asked Mr. Buckley to present a list of possible projects for a TID #7 amendment to the Personnel & Finance Committee in May.

Closed Executive Session

Andrews moved, seconded by LeClair, at 6:51 p.m. to enter into closed session pursuant to Wisconsin Statutes 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 Possible Sale of City-Owned Properties
- Discuss Proposed Purchase of Former Hamilton Properties
- Discuss Possible Assistance to Development Projects

and pursuant to Wisconsin Statutes 19.85(1)(c) considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

- Discuss City Manager's Performance in Pursuit of 2020-2021 Strategic Goals

Upon a roll call vote, motion carried unanimously.

Councilmember Wachowski left the meeting at approximately 8:00 p.m.

Reconvene in Open Session

Andrews moved, seconded by LeClair, at 8:17 p.m. to adjourn the closed session and reconvene in open session. Motion carried.

Adjournment

LeClair moved, seconded by Bittner, to adjourn the meeting at 8:18 p.m. Motion carried.

Jamie Jackson
City Clerk