



**TWO  
RIVERS**  
WISCONSIN

City Manager's Report  
City Council Meeting  
November 20, 2023

# 9. City Manager's Report

## D. Status Update/Reports

### 1. Staffing Updates



#### Ongoing Recruitments:

- Tourism Director
- Apprentice Line Worker

#### Recent Hires:

- Justin Jackson, police officer, recently graduated 18-week Police Academy at NWTC, where he was honored by his peers with the Back-Up Officer Award
- Craig Froelich, Building Inspector part-time



Join the Tourism Team at  
Explore Two Rivers Inc.



**Director of Tourism**  
FULL-TIME, SALARIED POSITION  
\$66,156 TO \$74,443 ANNUALLY

*Full-Time Benefits Include:*

- Health Insurance/Opt-Out Incentive
- Dental Insurance
- Vision Insurance
- Life Insurance
- Fitness Center Membership
- Paid Vacation & Personal Days
- Paid Holidays
- 6.8% Contribution towards Retirement
- Paid Sick Days with Ability to Accrue up to 960 hours



**WE'RE HIRING!**  
JOIN OUR ELECTRIC DEPARTMENT  
**HIRING POSITION**

- **Apprentice Line Worker**
  - \$31.81 - \$38.15 depending on experience
- Visit [www.two-rivers.org/jobs](http://www.two-rivers.org/jobs) for an application



**9. CITY MANAGER'S REPORT  
D. STATUS UPDATE/REPORTS  
2. 2024 PROPOSED BUDGET**



**Personnel and Finance Committee Completed Review November 19**

**Public Hearing at 6:00 PM on Monday, November 27**

**Final Council action on Monday, December 4**

# 9. City Manager's Report

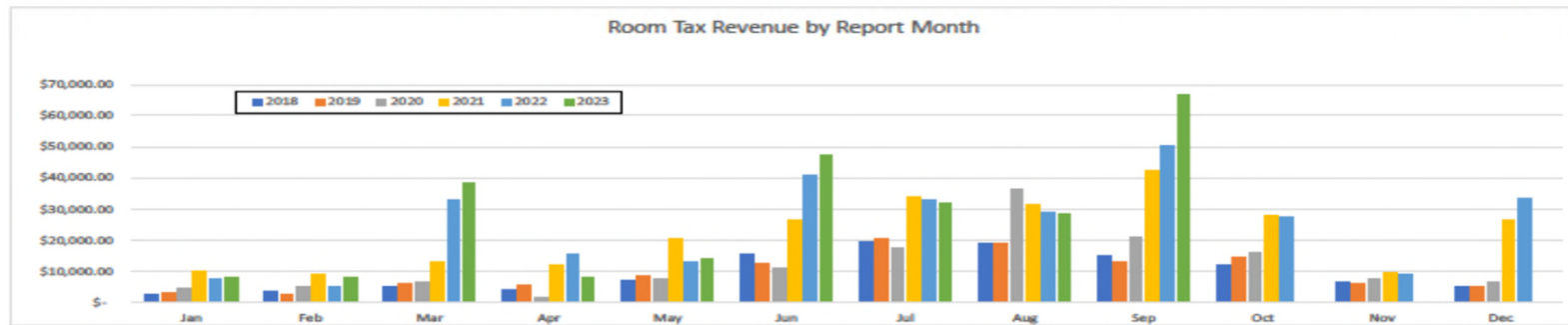
## D. Status Update/Reports

### 3. Tourism/Room Tax Updates



City of Two Rivers  
Room Tax Revenues by Report Month

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2018	\$ 2,741.75	\$ 3,560.22	\$ 5,036.50	\$ 4,366.85	\$ 7,245.00	\$ 15,577.92	\$ 19,712.52	\$ 18,853.37	\$ 15,279.77	\$ 12,198.46	\$ 6,371.00	\$ 4,952.07	\$ 115,895.43
2019	\$ 2,947.91	\$ 2,604.63	\$ 6,052.63	\$ 5,568.34	\$ 8,607.82	\$ 12,336.87	\$ 20,505.69	\$ 19,244.25	\$ 13,170.07	\$ 14,719.81	\$ 6,332.72	\$ 4,914.66	\$ 117,005.40
2020	\$ 4,765.02	\$ 5,384.00	\$ 6,690.51	\$ 1,637.77	\$ 7,534.11	\$ 11,333.18	\$ 17,396.97	\$ 36,594.28	\$ 20,866.20	\$ 15,875.69	\$ 7,424.84	\$ 6,397.04	\$ 141,899.61
2021	\$ 9,915.56	\$ 9,132.48	\$ 13,003.38	\$ 11,933.75	\$ 20,379.78	\$ 26,523.38	\$ 34,033.35	\$ 31,281.39	\$ 42,231.85	\$ 27,843.12	\$ 9,706.00	\$ 26,581.50	\$ 262,565.54
2022	\$ 7,885.94	\$ 5,277.50	\$ 32,957.52	\$ 15,335.28	\$ 13,161.21	\$ 40,763.32	\$ 32,990.01	\$ 29,030.51	\$ 50,458.52	\$ 27,284.90	\$ 8,921.16	\$ 33,532.24	\$ 297,598.11
2023	\$ 8,034.70	\$ 8,041.02	\$ 38,440.40	\$ 8,257.44	\$ 14,202.39	\$ 47,590.22	\$ 31,797.51	\$ 28,509.44	\$ 66,568.74	\$ -	\$ -	\$ -	\$ 251,441.86



Year	Jan-Sep YTD
2018	\$ 92,373.90
2019	\$ 91,038.21
2020	\$ 112,202.04
2021	\$ 198,434.92
2022	\$ 227,859.81
2023	\$ 251,441.86

Year-to-date Revenue by Source	
Hotel/Motel	\$ 154,518.86 61.5%
Vacation Rentals	\$ 14,420.02 5.7%
On-line Marketplace	\$ 82,502.98 32.8%
<b>TOTAL</b>	<b>\$ 251,441.86 100.0%</b>

Total 2023 Room Tax revenues projected at \$330,000

## 9. City Manager's Report

### D. Status Update/Reports

#### 4. Winter Parking Ban Begins December 1

As in recent years, the Police Department, Public Works Department and City Manager's Office will coordinate efforts to waive or suspend the Parking Ban whenever conditions permit.

Property Owners are also reminded of ordinance provisions about clearing snow from sidewalks and not depositing snow and ice in the streets.



#### **WALKING (AND DRIVING) IN A WINTER WONDERLAND --Ordinances on Snow and Ice Removal**

Per Municipal Code 4-1-6, snow and ice shall be removed from any public sidewalk within 24 hours from the time when the snow ceases to fall. For corner lots, this includes the sidewalk and any ramps.

If such snow or ice is not removed timely, the City may cause such to be removed. The City shall bill the cost of such removal to the property owner. For the second and any subsequent violations of this section within any November 1 through April 30 period, the property owner may be subject to a fine of \$150 plus court costs in addition to any billing for snow and ice removal by the City.

Per Municipal Code 4-1-12, blowing or depositing snow or ice in the street is a traffic hazard and is prohibited. Offenders are subject to fines.



9. CITY MANAGER'S REPORT  
D. STATUS UPDATE/REPORTS  
5. NOVEMBER 27-DECEMBER 1-LAST WEEK OF LEAF COLLECTION



For the final week of collection, crews will collect from the east side on Monday, between the rivers Tuesday- Wednesday, and from the south side on Friday

A map of Two Rivers, Wisconsin, divided into 14 numbered leaf collection areas. The areas are color-coded: 1 (pink), 2 (pink), 3 (pink), 4 (green), 5 (green), 6 (yellow), 7 (yellow), 8 (yellow), 9 (pink), 10 (blue), 11 (blue), 12 (pink), 13 (yellow), and 14 (yellow). The map includes a street grid and a circular logo for Two Rivers Wisconsin in the bottom right corner. The text "LEAF COLLECTION AREAS" is at the bottom of the map.

**New 2023  
Leaf Pick Up**  
October 16 - December 1  
(weather permitting)

During early season pick up, City crews will start in area 1 and move systematically through area 14.

Crews will continue working through the City on an area by area basis. Areas will be selected based upon quantity of leaves. Area updates will be posted on the City website and social media.

For questions, call Public Works at 920-793-5539

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**9. CITY MANAGER'S REPORT  
D. STATUS UPDATE/REPORTS  
6. CENTRAL PARK ICE RINK  
INSTALLATION AND OPENING**



**9. CITY MANAGER'S REPORT  
D. STATUS UPDATE/REPORTS  
7. REMINDER:  
PARKS AND OPEN SPACE SURVEY**

We need your feedback. Take this quick survey and let us know what you think!

<https://www.surveymonkey.com/r/DHLSWPP>



City Council Meeting - November 20, 2023



**TWO  
RIVERS**  
WISCONSIN

**WE WANT**

**YOUR**

**FEEDBACK**



Help us plan for the future of our parks and open spaces by completing a quick community feedback survey!



9. CITY MANAGER'S REPORT  
D. STATUS UPDATE/REPORTS  
8. UPCOMING EVENTS  
A. MAIN STREET SHOP HOMETOWN  
DOWNTOWN TWO RIVERS,  
SATURDAY, NOVEMBER 25

# JOIN US AND #SHOPSMALL



Visit our Shop Hometown Two Rivers Headquarters, located at 1608 Washington Street starting at 9am on Saturday, November 25. The 1st 200 visitors will get a Shop Hometown Two Rivers goody bag. Some of those bags will contain Cool City Cash certificates that can be spent at dozens of Two Rivers businesses, or other gift certificates.

Register when you pick up your bag and you could win more Cool City Cash!

*Sponsored by Shoreline Credit Union.*

Shop downtown Two Rivers...and win! Once you pick up your bag, you're free to Shop Local in downtown Two Rivers while you wait for the call that tells you "You're A Winner!"



## 9. CITY MANAGER'S REPORT

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### 8. UPCOMING EVENTS

## B. MAIN STREET HOMETOWN CHRISTMAS PARADE OF LIGHTS, DOWNTOWN TWO RIVERS, SATURDAY, NOVEMBER 25, 5:30 PM

The parade begins at 5:30 and travels down Washington Street from 22nd Street to 16th Street. And Santa himself will be there, of course.

New this year: compete for trophies! Categories are:

- Best use of lights
- Best band
- Judges' choice

For more information, call Main Street at (920)794-1482 email [director@tworiversmainstreet.com](mailto:director@tworiversmainstreet.com).



9. CITY MANAGER'S REPORT  
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8. UPCOMING EVENTS:  
C. COOL CITY CHRISTMAS, SATURDAY,  
DECEMBER 16



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Two Rivers Parks & Recreation,  
Rotary Club of Two Rivers, Washington House,  
Main Street, Friends of the Two Rivers Senior Center  
Presents:

# COOL CITY CHRISTMAS

**Downtown  
Two Rivers**

**Saturday  
December 16  
12pm - 6pm**

- Ice Skating
- Holiday Craft Making
- Downtown Shopping & Dining
- Pictures with Santa, His Elves and Reindeer
- Candy Cane Hunt
- Vendor Fair
- Concessions
- Music & Carolers



For more information visit [www.exploretworivers.com](http://www.exploretworivers.com) or call 920-793-5532

9. CITY MANAGER'S REPORT  
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8. UPCOMING EVENTS:

C. COOL CITY CHRISTMAS, SATURDAY, DECEMBER 16, NOON TO 6:00 PM



**1606 Washington Street, Two Rivers**

**Café with handmade crafts, retro candy ,  
smoothies, frappes, coffee & so much more!!**

- Buy 1, get 1 free Café Drink
- Buy \$25 Gift Certificate, get a \$10 Bonus Gift Certificate
- Buy 2, get 1 free Jewelry
- 25% Off Rocks & Gemstones

*Valid on December 16, 2023 only  
Store Hours 11:00am - 6:00pm*

**HAPPY Holidays**

ON BEHALF OF TWO RIVERS HIGH SCHOOL  
FUTURE BUSINESS LEADERS ASSOCIATION

**NEED YOUR GIFTS WRAPPED?**  
FBLA WILL WRAP YOUR GIFTS FOR YOU! (DONATIONS ACCEPTED)

DECEMBER 16TH | NOON-6:00PM  
JE HAMILTON HOUSE FIREPLACE LOBBY  
HOTDOG WITH CHIPS \$3.00 | WATER \$1.00

Wisconsin **FBLA**



9. CITY MANAGER'S REPORT  
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8. UPCOMING EVENTS:  
COFFEE WITH A COP

Coffee with a Cop is back! Mondays from 8:30a to 9:30a we'll be rotating between several host coffee shops. This coming Monday Nov 27th we'll be at The High Lift Coffee House. No agenda, just a chance to ask questions and get to know the officers in your community. See you there!



City Council Meeting - November 20, 2023

# Coffee with a Cop



Join your neighbors and  
**Two Rivers Police Department Officers**  
for coffee and conversation,  
while supporting one of our  
hometown coffee shops each week  
**Mondays 8:30 am - 9:30 am.**

There isn't an agenda or speeches, just a chance  
to ask questions, and get to know the  
officers in our community.



**November 13th  
December 11th  
January 8th**

Red Bank Coffeehouse  
1623 Washington Street



**November 20th  
December 18th  
January 15th**

Cool City Brewing Company  
1718 West Park Street



**November 27th  
January 22th  
February 26th**

High Lift Coffee Shop  
1207 Madison Street

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8. UPCOMING EVENTS  
COMMUNITY THANKSGIVING MEAL  
THURSDAY, NOVEMBER 23,  
11:30 AM – 2:30 PM

**Community  
Thanksgiving Meal  
at the  
Two Rivers  
Senior Center**



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## 9. CITY MANAGER'S REPORT

### D. STATUS UPDATE/REPORTS

Spectrum Cable recently informed the City that the public access channel should again be operational by December 12.

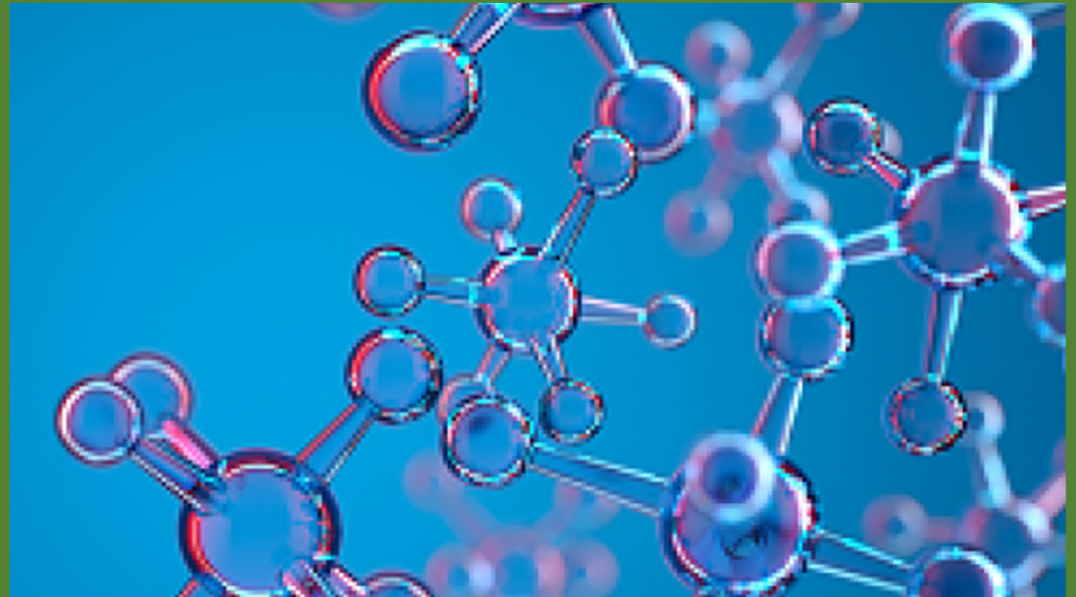
This means Council meetings will again be broadcast on local cable channel 993 starting with the December 18 meeting



## 9. CITY MANAGER'S REPORT D. STATUS UPDATE/REPORTS

### PFAS LITIGATION

Staff will present another update on the class action litigation involving 3M Corporation and DuPont at the November 27 work session, where the Council will be asked to act on participating in or “opting out” of the proposed class action settlements.





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