



Photo by Jeff Dawson, Lester Public Library Director

City Manager's Report City Council Meeting November 18, 2024



9. City Manager's Report


B. Status Update/Reports

1. Staffing Updates

Ongoing Recruitment and Selection Processes:

- Police Clerk/Evidence Custodian—Accepting applications
- City Manager Search
- City Planner/Community Development Director—Accepting applications

We're Hiring!



**POLICE CLERK -
EVIDENCE CUSTODIAN**

Full-Time Position

\$23.00 - \$25.88 per hour


Full-Time Benefits Include:

- Comprehensive Health, Dental, Vision, and Life Insurance
- Health insurance opt-out incentive up to \$5,000 annually
- Free family fitness membership at J.E. Hamilton Community House
- 8.8% matching contribution to Wisconsin Retirement System
- Paid vacation, holidays, and personal holidays
- 8 hours of sick leave accrued per month with ability to be accumulated up to 960 hours.
- 8/8/8/8/4 weekly schedule and further flexibility with schedule

In addition, the City Manager Search Committee met on November 6 for video interviews with two finalist firms who submitted proposals to assist the Council in City Manager search and selection efforts.

The committee's recommendation to contract with Public Administration Associates of West Bend, WI is on tonight's agenda.

Funds for the search and other expenses associated with hiring a new City Manager are included in the proposed 2025 City Budget



Recruitment Announcement

Community Development Director / City Planner


ABOUT THE COMMUNITY

Two Rivers, Wisconsin is a historic Lake Michigan shoreline city of 11,271, located 90 miles north of Milwaukee and 35 miles southeast of Green Bay.

Located in Manitowoc County (population 81,500), Two Rivers and the larger, neighboring City of Manitowoc together form an industrialized, urban center of about 45,000 people. The balance of the county is mostly rural, with significant agricultural activity.

Outdoor recreational opportunities are abundant in Two Rivers, and have helped attract new residents, new business investment, and increased tourism activity in recent years. These assets include:

- Point Beach State Forest, with 1,800 acres of forests, ridges and swales, 6 miles of unspoiled Lake Michigan shoreline, Historic Rawley Point Lighthouse and a bike/hiking trail connection to the City.
- Woodland Dunes Nature Center, with 1,200 acres of forests, meadows and wetlands along the West Twin River.
- The VanDerBroek Arboretum, currently under development on the City's northeast side.
- Neshotah Park and beach, a 50 acre city-owned shoreline park that's home to the Best Beach in Wisconsin.
- The Rawley Point Trail and Mariners Trail, which together form a 12-mile bike/pedestrian trail connecting Two Rivers to the State Forest to the north and Manitowoc to the south.
- The East and West Twin Rivers, which course through the City to their confluence at the harbor at Lake Michigan, providing kayaking and canoeing opportunities as well as ready access to the big lake for sailing, powerboating and sport fishing.

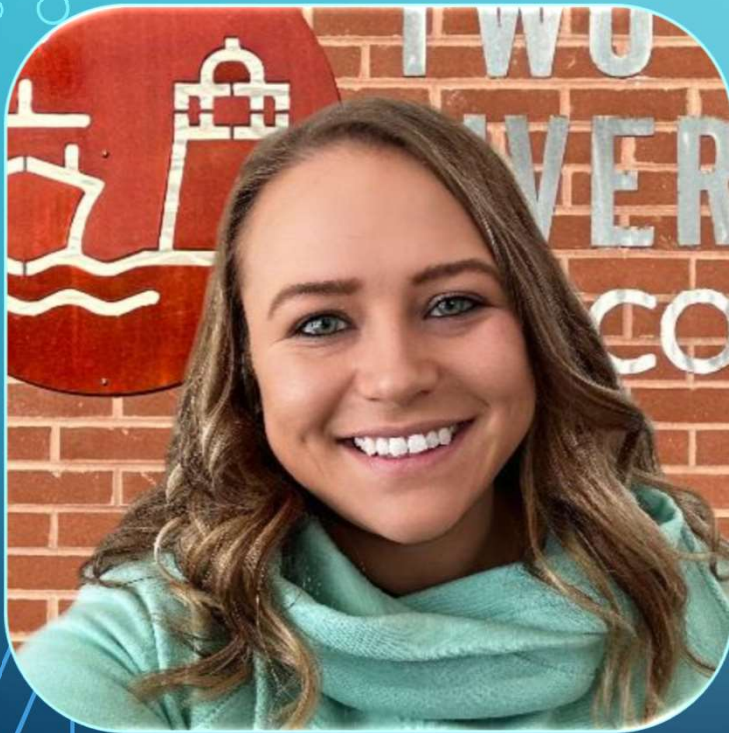


Two Rivers has a traditional downtown business district, which remains a vital, thriving center for business and for community activities, thanks to both City and private reinvestment. Two Rivers is a Wisconsin Main Street Community. Redevelopment of former industrial sites along the City's downtown river corridors is an ongoing effort.

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2. Congratulations to HR Director/City Clerk Amanda Baryenbruch on becoming a Wisconsin Certified Municipal Clerk.



To become a Wisconsin Certified Municipal Clerk (WCMC), you must earn 100 points in the following categories through the Wisconsin Municipal Clerks Association (WMCA):

- Education:** Complete a 100-hour WMCA-recognized UW-GB Clerks Institute, or earn a bachelor's or master's degree, or complete another IIMC-recognized Clerk's Institute
- Career and lifelong learning experiences:** Earn points in these areas
- WMCA Code of Ethics:** Commit to adhering to the WMCA Code of Ethics

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3. Lead Water Service Lateral Replacement, 2024-25 Contract



Contract provides for replacement of 300 public side services, 200 private side services and sanitary laterals incidental to water service replacement. As of last Friday, 29 public side water laterals had been replaced, 0 private side laterals replaced (plus 16 sanitary laterals with the ROW).

CITY COUNCIL MEETING — NOVEMBER 18, 2024



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4. Roosevelt Avenue Project

COMPLETED

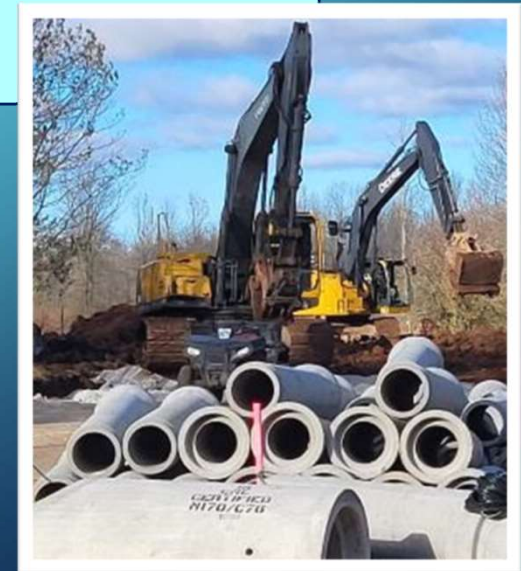
9. City Manager's Report

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5. Sandy Bay Highlands Subdivision Phase 3 Infrastructure

Project Update:

- Sanitary sewer main and laterals have been installed in the initial stretch of Orchard Lane and Rawley Court.
- Water main and services have been installed in the initial stretch of Orchard Lane and Rawley Court.
- Some grading and graveling has been completed on Orchard Lane near Lake Breeze Way.
- Starting storm sewer work on Orchard Lane November 15.
- Anticipate storm sewer and the remainder of the grading and graveling on Orchard Lane and Rawley Court to be completed around Thanksgiving or the first couple of days in December.
- Will then begin the remaining utility, road grading and graveling along with storm water treatment facility work in early December.



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6. Re-Opening of Central Park West Ice Skating Loop



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 12 - 5pm	2	3	4	5	6 5 - 8pm	7 1 - 8pm
8 12 - 5pm	9	10	11	12	13 5 - 8pm	14 1 - 8pm
15 12 - 5pm	16	17	18	19	20 5 - 8pm	21 1 - 8pm
22 12 - 5pm	23	24	25	26 1 - 8pm	27 5 - 8pm	28 1 - 8pm
29 12 - 5pm	30	31 1 - 9pm	Skate Rental Information \$5 per pair 1.5 Hour Rental		Central Park Ice Skating Loop 1520 17th Street Two Rivers, WI Public Skating Hours 6am - 11pm	

The rink is open daily from 6am - 11pm. Restrooms are available from 9am - 6pm.

Want to skate the new Central Park loop, but lack the necessary foot gear?

Rent a pair of skates! \$5 per pair for 1.5-hour use.

You must be at least 16 to rent skates on your own; an adult must accompany youth 15 and younger.



9. City Manager's Report B. Status Update/Reports

7. Electric Department will Start Annual Tree Trimming in December

TWO RIVERS UTILITIES

Annual Tree Trimming

TRU Electric Department will begin to prune trees that have grown into our power lines December through March 2025. They will be focusing on the East Side of the City.

The City is broken down into quadrants. The map on the left shows the schedule of when each section of the City will be trimmed.

For questions call 920-793-5550

CITY OF TWO RIVERS ELECTRIC DEPT TREE TRIMMING	
2025-2026	SOUTH SIDE
2026-2027	NORTH END, NORTH OF 34TH ST
2023-2024	CENTRAL, SOUTH OF 34TH ST
2024-2025	EAST SIDE

Map labels:
NOV 2026 TO MARCH 2027 (North End)
NOV 2024 TO MARCH 2025 (East Side)
NOV 2023 TO MARCH 2024 (Central)
NOV 2025 TO MARCH 2026 (South Side)





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8. Closing on 2024 Safe Drinking Water Loans

- November 13: \$1,304,058 G.O. Notes at 0.25% interest for 20 years for lead water service lateral replacement (private and public sides)**
- September 25 \$941,987 Revenue Bonds at 2.365% interest for 20 years for Roosevelt Avenue water main replacement**

Closing on 2024 Clean Water Fund Loan

- November 13: \$1,932,727 Revenue Bonds at 2.20% interest for 20 years for Roosevelt Avenue sewer main and laterals within ROW, scattered site laterals within ROW done in tandem with private water lateral replacements.**

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9. Closing on the Purchase of 1303 19th Street Occurred on November 15



Purchased for \$88,500, per terms of an option contained in the 2018 purchase agreement for the approx. 3.5 acre former downtown Eggers Industries plant site. Site approx. 18,300 SF with a 7,400 SF warehouse building.





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10. Upcoming Events:

- a. K-9 Program Fundraiser at Port Sandy Bay, November 20, 2024, 4:00PM – 8:00 PM



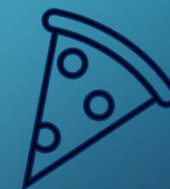
K-9 Program Fundraiser
Sponsored by
Port Sandy Bay Restaurant
Wed. Nov. 20th 4p-8p

15% of all proceeds will go to the K-9 program

Speak with a Two Rivers Police officer about the program

**SUPPORTING THE PAWS
TR PD
THAT ENFORCE THE LAWS**

Port Sandy Bay
6421 County Rd O
Two Rivers, WI 54241



9. City Manager's Report
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10. Upcoming Events:

- b. Cool City Christmas Tree Decorating Contest, November 22 – 24, 2024
(Registration deadline, November 18, 2024)**



- Registration fee: \$10 (to help offset the costs of the event)
- As of 11/15/24, 14 of the 30 trees have been reserved. 16 trees are still available.
- Select a theme and decorate your tree on the weekend of November 22-24. Keep it family friendly please.
- Judges will evaluate based on creativity, theme, and originality.

**For more information:
Call 920-793-5592 OR Scan image.**



(Trees generously donated by Sprang's Trees and Wreaths)

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10. Upcoming Events:

- c. Two Rivers Senior Center- Thanksgiving Community Meal, Thursday, November 28, 2024, at 12:00 PM (Registration deadline was Nov 7)**



TWO RIVERS SENIOR CENTER
Thanksgiving Community Meal

You're invited to The Two Rivers Senior Center's community Thanksgiving meal, held at the J.E. Hamilton Community House!

Thursday, November 28th @ 12

REGISTRATION IS REQUIRED
SPACE IS LIMITED

Sign up today to enjoy this free holiday meal prepared by the Two Rivers Senior Center and their generous sponsors.
Registration deadline November 7th.
Call 920-793-5596 to reserve your spot today!



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10. Upcoming Events:

**d. Two Rivers Main Street Shop Small November,
Saturday November 30, 2024, 9:00am – 4:30pm**



Shop Hometown

Saturday, November 30, 2024
9:00am to 4:30pm

Shop small!

Do your holiday shopping at
downtown businesses—but
first stop at the Two Rivers
Main Street office (1608
Washington St.) to win prizes!



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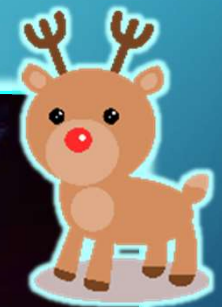
10. Upcoming Events:

**e. Two Rivers Main Street Hometown Christmas Parade,
Saturday, November 30, 2024, 5:30 PM**



Hometown Christmas Parade of Lights
Saturday, November 30, 2024
The parade begins at 5:30 p.m. - Staging will begin at 4:30 p.m.

This year's theme is "Holiday Movies"



9. City Manager's Report B. Status Update/Reports

10. Upcoming Events

f. 2nd Annual Cool City Christmas, Saturday, December 14, 2024, 10:00AM – 3:30PM

- A delightful (and FREE) opportunity in Central Park West: visit with Santa, his elves and reindeer from 12:30-3:30 p.m. Hear holiday music and sweet songs of Two Rivers High School carolers. Embark upon a carriage ride! Ice skate upon the skating loop. Skates available to rent if you don't have the necessary foot gear.
- Stop at the Rotary tent to make a holiday craft and visit warming fires to make s'mores.
- Face painting and a family photo booth.
- Shop for gifts at the craft fair inside the Community House.
- Candy Cane Hunt and Scavenger Hunt: Visit downtown businesses and restaurants to search for candy canes and to get scavenger hunt cards stamped. Earn chances at prizes!
- Find further festivities at the historic Washington House. The museum's Grand Ballroom features live music. Admission to Washington House is free. And, of course, enjoy the bustle of all of downtown as you dine and shop.



2nd ANNUAL COOL CITY CHRISTMAS
In Downtown Two Rivers

Saturday, December 14 | 10:00am - 3:30pm

SPONSORED BY:

COMMUNITY FIRST
"We'll Find A Way!"

Friends of the
TWO RIVERS
SENIOR CENTER

- Visit with Santa (10am - 3pm)
- Meet Santa's Reindeer (1pm - 3:30pm)
- Carolers (10:30am, 11am, & 11:30am)
- Digital Photo Booth (10am-1pm)
- Craft & Vendor Fair
- Holiday Craft Making
- Downtown Shopping & Dining
- Food Trucks
- S'mores & Warming Fire
- Face Painting
- Ice Skating
- Candy Cane Hunt
- Two Rivers Police K9 Unit
- More family fun activities!

For details visit www.exploretworivers.com

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Great job by
several city
departments
today, installing
downtown
Christmas lights
and decorations!

DECKING THE HALLS

Cooperative effort by several City departments this morning is making short order of decorating downtown TR for the Christmas season.





**TWO
RIVERS**
WISCONSIN



**City Manager's Report City Council Meeting
November 18, 2024**