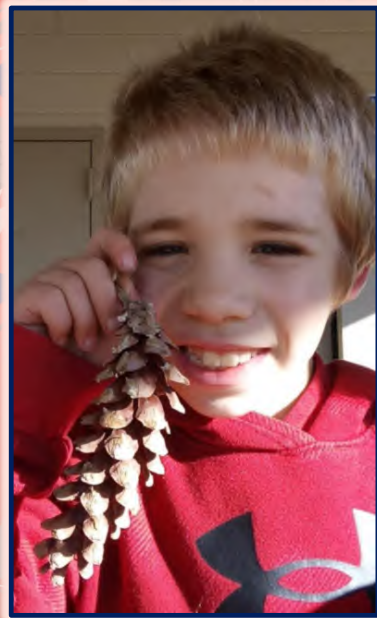


City Manager's Report City Council Meeting December 2, 2024



Photo by Greg Buckley, City Manager

CITY COUNCIL MEETING — DECEMBER 2, 2024



*Moment of Silence
for
Jacob Baer and his Family*



9. City Manager's Report

B. Status Update/Reports

1. Staffing Updates

Ongoing Recruitment and Selection Processes:

Police Evidence Custodian- Applications closed and under review

City Manager—Search consultant approved by City Council on November 18, will begin engagement with Recruitment and Selection Committee in January 2025 with goal of filling position by July 2025

City Planner/Community Development Director—Accepting applications



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 VanDerBrohe 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.



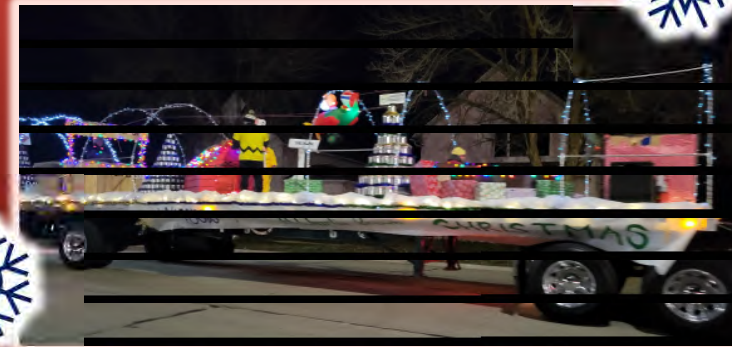
Two Rivers has a traditional downtown business district, which remains a vital, thriving center for business and for community activities, thanks to both City and private reinvestment. Two Rivers is a Wisconsin Main Street Community. Redevelopment of former industrial sites along the City's downtown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

9. City Manager's Report

B. Status Update/Reports

2. Thank You to Everyone Involved in the 2024 Hometown Christmas Parade


--Brought to you by Two Rivers Main Street



9. City Manager's Report

B. Status Update/Reports

3. Reminder on Ordinance Requirements for Clearing Snow and Ice from Sidewalks



NOTICE IS HEREBY GIVEN TO PROPERTY OWNERS, LEASEES, AND OCCUPANTS that 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, the City Manager or City Engineer may cause such to be removed. The City shall bill the cost of such removal to the property owner and, if said bill is not paid by the property owner, shall insert such cost in the tax roll as a special tax and lien against the premises.

The cost of such removal shall include the City's reasonable costs for establishing an incident report/file for the violation, for site inspection and documentation of the violation, and for producing and mailing the related billing, in addition to the labor, equipment and material costs incurred in clearing the sidewalk of snow and/or ice.

For the second and any subsequent violations of this section within any November 1 through April 30 period, the owner of said property may be subject to a forfeiture of \$150 plus court costs, in addition to any billing for snow and ice removal by the City. (New in 2021).

Blowing or depositing snow or ice in the street is against the law. Offenders are subject to fines in accordance with the Two Rivers Municipal Code 4-1-12. The Police Department or the City Engineer may enforce this section.



9. City Manager's Report

B. Status Update/Reports

4. Candidacy Packets Available in Clerk's Office for those Interested in Running for City Council

City Council Candidacy Packets are now available in the City's Clerks office. December 1st was the first day for Councilmember candidates to circulate nomination papers for the 2025 Spring Election.

Nomination papers for the Spring Election must be filed by 5:00 PM on Tuesday, January 7.



9. City Manager's Report

B. Status Update/Reports

5. Winter Parking Ban December 1, 2024 – March 15, 2025



WINTER PARKING BAN TAKES EFFECT DECEMBER 1--BUT DON'T WORRY, ENFORCEMENT IS ON HOLD



Like last Winter, the Police Department, in consultation with the City Manager's Office, will evaluate weather conditions and will suspend enforcement if there are extended periods of snow-free conditions. For now, the long-range forecast looks cold, but dry.



Watch Two Rivers City Hall and Two Rivers Police Dept. Facebook pages for notifications on any such suspensions.



9. City Manager's Report

B. Status Update/Reports

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



Replacements as of 11-30-2024:

- 53 - Public Water Services Replaced
- 32 - Public Sewer Laterals Replaced
- 3 - Private Water Services Replaced
- 1 - Private Sewer Lateral Replaced

- Currently, all pavement restoration is completed on 34th Street, 33rd Street, and 32nd Street.
- One service was replaced on Garfield due to medical issues under contract.
- No additional pavement replacement is expected this year due to weather and frost.
- No service replacements expected the week of Dec 2 due to weather and frost.
- Possible service replacements on 31st Street expected to resume week of Dec 9, weather permitting.

9. City Manager's Report

B. Status Update/Reports

7. Sandy Bay Highlands Subdivision Phase 3

Project Construction Update:

- Water, sanitary sewer and storm sewer mains and laterals have installed in the initial stretch of Orchard Lane and Rawley Court.
- Some grading and graveling has been completed on Orchard Lane just north of Lake Breeze Way.
- Anticipate storm sewer and the remainder of the grading and graveling on Orchard Lane and Rawley Court to be completed this week.
- Contractor hopes to begin the remaining utility, road grading and graveling work in early December.

Phase 3 Lot Sales Update:

CDA on Nov 26 voted to:

- Accept deed of Phase 3 lots from City
- Approve covenants for Phase 3
- Approve lot pricing structure
- Authorize listing contract with current realtor through Mar 31, 2025 and issue realtor RFP for period beginning Apr 1
- Approve exclusions to listing contract



9. City Manager's Report

B. Status Update/Reports

8. West River Lofts Project

Project Developer Scott Crawford, Inc. of Milwaukee informed the City in mid-November that it would be returning the Low Income Housing Tax Credits awarded to this project by WHEDA, and pursuing other options and partnerships for redeveloping this site.

The following statement was supplied to share with the City Council and the community:

“Due to a change in partnership, Scott Crawford, Inc. has made the strategic decision to reconfigure our work on West River Lofts. We still anticipate housing and commercial development, but have to adjust the project to meet the current market conditions. We appreciate your patience and understanding as we navigate these changes, and we’re looking forward to sharing more details with you in the next few weeks.

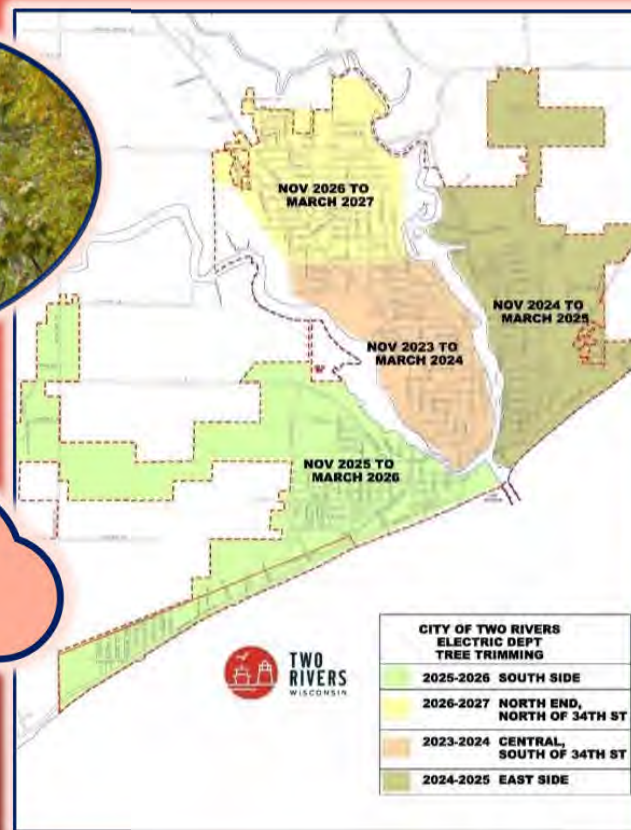


Thank you for your continued support and commitment. We are optimistic about the future of the project.”

9. City Manager's Report

B. Status Update/Reports

9. Electric Department will Start Annual Tree Trimming in December



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



9. City Manager's Report

B. Status Update/Reports

10. Cool City Christmas Tree Display in Central Park East



1st Place-
Lester Public Library



2nd Place-
Metal Ware



3rd Place-
Mathis Family



Thank you to all who participated!
Our park looks bright and beautiful!



SPRANG

FARMS

Special thanks to
Sprang's Trees &
Wreaths for
donating 30
beautiful trees
for this first-ever
event!

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

11. Upcoming Events:

a. Lester Public Library Events

**Christmas Tree Ship Concert,
December 5, 2024 at 6:30 PM**



Renowned Great Lakes storyteller and musician Lee Murdock sings the songs and tell the stories of Lake Michigan, and reflects upon the revered Rouse Simmons—the three-masted schooner with a cargo of Christmas trees that sunk off Two Rivers in a violent 1912 storm.

Rain Gardens, December 12, 2024 at 6:00 PM



Manitowoc County Soil & Water Conservation education coordinator Tara Wachowski tells how to blend style and sustainability when creating rain gardens—small, shallow areas filled with beautiful native plants that reduce polluted runoff entering our waters.

Presented by:
Two Rivers Environmental Advisory board.

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

11. Upcoming Events:

**b. Hamilton Wood Type & Printing Museum-
Holiday Letterpress Workshop- Saturday, December 7, 2024, 9AM-4PM**

CITY COUNCIL MEETING – DECEMBER 2, 2024



Print wrapping paper,
unique holiday gifts, or
non-holiday themed items!

Workshop Cost: \$125

No experience necessary

Age requirement is 18+

Questions? Please e-mail
info@woodtype.org
or call 920-794-6272.



9. City Manager's Report

B. Status Update/Reports

11. Upcoming Events

c. 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 (10:00-3:00), and his reindeer (1:00-3:30). Hear holiday music and sweet songs of Roncalli High School carolers. 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. Get your face painted by TR Highschool Art Club.
- Visit TR Police K9 Officers, Xanti & Daisy!
- Shop for gifts at the craft fair inside the Community House in the gym and Behringer Room. There will be Over 40 vendors!
- Visit Santa's Workshop in the Kostka Room for kids to create a memorable holiday project and get a free family photo.
- 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.

CITY COUNCIL MEETING – DECEMBER 2, 2024



2nd ANNUAL COOL CITY CHRISTMAS
In Downtown Two Rivers

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

SPONSORED BY:



- 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

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

11. Upcoming Events:

**d. Breakfast with Santa at the Two Rivers Fire Department,
Sunday, December 15, 2024, 9:30AM – 11:30AM**



The poster features a photograph of Santa Claus in a red hat and white beard, wearing glasses and stirring a pot. The background is blue with white stars and snowflakes. Text on the poster includes the event title, date, time, and pricing. Logos for the Two Rivers Fire Department and Fox Communities Credit Union are at the bottom.

Breakfast with Santa

Sunday, December 15th
Two Rivers Fire Department
Breakfast 9:30am | Santa 10:30am

Children 3 and under are **free**
Children ages 4-12 **\$4.00**
Adults **\$6.00**

Non-perishable food items will be collected
for Two Rivers Ecumenical Pantry



Breakfast served at 9:30, and Santa Claus is available starting at 10:30 to hear what's on your wish list! Visit with firefighters and paramedics, too.

- FREE for children 3 and under
- \$4 for kids 4-12
- \$6 for adults

Get tickets at the fire station prior to or at the event.

Unexpired, nonperishable food items will be collected for Two Rivers Ecumenical Pantry.



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

11. Upcoming Events:

e. Explore Two Rivers, "Is Your Business Ready for the 2025 Draft?"
Presentation, Monday, December 16, 2024 at 6:00PM

CITY COUNCIL MEETING – DECEMBER 2, 2024

An event flyer with a green and yellow border. At the top left is the "discover green bay" logo with the tagline "Beyond Legendary". At the top right is the "EXPLORE TWO RIVERS WISCONSIN" logo. The main title is "IS YOUR BUSINESS READY FOR THE 2025 DRAFT?". Below the title is a photograph of a football on a grass field. To the right of the football is the event text: "Retail and hospitality owners and managers are invited to attend a presentation by Nick Meisner, Vice President of Marketing and Communications for Discover Green Bay. This free event will take place on December 16, 2024, from 6 to 7pm in the Behringer Room at the Hamilton Community House in Two Rivers, Wisconsin. Learn how Green Bay secured this event and what to expect as a business owner in Northeast Wisconsin. There will be a question-and-answer period after the presentation. Please RSVP to tourism@two-rivers.org by December 11, 2024, as space is limited. This event is hosted by Explore Two Rivers in partnership with Discover Green Bay."

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

11. Upcoming Events

f. Two Rivers Public Schools, Ribbon Cutting Ceremony &
Tour of New & Remodeled Facilities at L.B. Clarke Middle School,
Tuesday, December 10, 2024 at 6:00PM

CITY COUNCIL MEETING – DECEMBER 2, 2024



**TOUR OUR NEW &
REMODELED FACILITIES**

AT L.B. CLARKE MIDDLE SCHOOL!

TUESDAY, DECEMBER 10 @ 6PM

TOURS WILL FOLLOW THE RIBBON CUTTING CEREMONY IN THE GYM

— AND —

FRIDAY, JANUARY 24 @ 11AM & 2PM



**JOIN US FOR A
RIBBON
CUTTING**

We're excited to celebrate our new gymnasium, 5th-grade classroom wing, and remodeled learning spaces throughout L.B. Clarke Middle School! Tours and light snacks will follow the ribbon cutting ceremony.

**Where: L.B. Clarke Middle School
4613 Parkway Blvd.
Two Rivers, WI 54241**

**When: Tuesday, December 10
6:00 PM**



9. City Manager's Report

B. Status Update/Reports

12. Other

CITY COUNCIL MEETING – DECEMBER 2, 2024



New Police Department Patrol Car Graphics

For the first time in about 30 years, the TRPD is implementing a new look for its patrol cars and uniform patches, with considerable input from the department and a nod to the elements included in both the “old” and “new” versions of the City’s logo.

The new look is being phased-in as replacement vehicles are placed in service and as officers replace uniform items.

With officers’ design input and the assistance of Lakeshore Sign and Graphic, the new design was developed at a cost of less than \$500 and will carry a lower per-vehicle cost to apply than the old “black and white” color scheme.

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

CITY COUNCIL MEETING – DECEMBER 2, 2024



Citizen e-mail to City Council and City Manager Regarding Agenda Language on Closed Sessions

- a.** Nov. 18 Council meeting minutes, reference to closed session per WI Statutes 19.85(1)g (“conferring with legal counsel for the governing body...): the minutes need to be corrected to state the subject for the closed session, which was stated by the City prior to the Council’s motion and vote to go into closed session.
- b.** Agenda for the upcoming November 6 Room Tax Commission Meeting: The agenda properly lists as the first item of business consideration of going into closed session per WI Statutes 19.85(1)e (“deliberating or negotiating the purchasing of public properties, the investment of public funds, or conducting other specified public business, whenever competitive or bargaining reason require a closed session.”)

And the agenda states a very specific reason for the closed session, which is to “Discuss terms for possible contract with Explore Two Rivers, Inc., for tourism promotion and tourism development services.” The City’s Attorneys concur that the notice meets the requirements of the Open Meetings Law.

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

CITY COUNCIL MEETING — DECEMBER 2, 2024



Citizen e-mail to City Council and City Manager Regarding Agenda Language on Closed Sessions (continued)

- c.** Concern that reasons cited on the November 18, 2024 City Council agenda for going into closed session under 19.85(1)c-- Discuss possible property acquisition; Discuss possible assistance to development project; Discuss matters pertaining to property sale agreement—were too vague.

I have asked the City's attorneys to comment on this concern at tonight's meeting.

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

CITY COUNCIL MEETING — DECEMBER 2, 2024

Illustration :
Change in Tax Bill,
2024-2025 for a
House That Saw an
“Average” Increase
in the Recent City-
Wide Revaluation

					City Manager's Office and Finance Dept. 27-Nov-24	
Assume: Home assessed for \$100,000 in 2023						
Assessment increases by the average increase of 94.4 percent						
					<u>\$ Change</u>	<u>% Change</u>
					<u>in Tax Bill</u>	<u>in Tax Bill</u>
<u>Taxing Entity</u>	<u>2023 Rate</u>	<u>2023 Bill</u>	<u>2024 Rate</u>	<u>2024 Bill</u>	<u>2023-2024</u>	<u>2023-2024</u>
City of Two Rivers	0.011448	\$ 1,144.80	0.006261	\$ 1,217.14	\$ 72.34	6.32%
Two Rivers Public Schools	0.010741	\$ 1,074.10	0.007426	\$ 1,443.61	\$ 369.51	34.40%
Manitowoc County	0.006045	\$ 604.50	0.003536	\$ 687.40	\$ 82.90	13.71%
Lakeshore College	0.000908	\$ 90.80	0.000541	\$ 105.17	\$ 14.37	15.83%
TOTALS	0.029142	\$ 2,914.20	0.017764	\$ 3,453.32	\$ 539.12	18.50%
Less State Credits:						
School Credit		\$ (192.81)		\$ (228.42)	\$ (35.61)	18.47%
Lottery Credit		\$ (227.54)		\$ (220.96)	\$ 6.58	-2.89%
First Dollar Credit		\$ (61.14)		\$ (68.63)	\$ (7.49)	12.25%
TOTALS AFTER CREDITS		\$ 2,432.71		\$ 2,935.31	\$ 502.60	20.66%



**City Manager's Report City Council Meeting
December 2, 2024**