



PERSONNEL AND FINANCE COMMITTEE MEETING

Tuesday, November 19, 2024 at 8:00 AM

Committee Room - City Hall, 3rd Floor 1717
E. Park Street, Two Rivers, WI 54241

MINUTES

1. Call to Order

The meeting was called to order by Committee Chairman Shimulunas at 8:17am.

2. Roll Call

Personnel & Finance Committee Members present were Bonnie Shimulunas, Mark Bittner, and Adam Wachowski. Members of City Staff present were Gregory Buckley, City Manager; Kassie Paider, Finance Director.

3. Wrap Up Review of the Following 2025 Budgets; Recommendations to City Council

A. General Fund

City Manager Buckley presented a few changes needed to the General Fund Budget: an increase to the attorney fees (\$6,960) and an increase to the transfer to Information Systems (\$9,073). This will be paid for by adjusting Parks & Rec and Public Works budgets down. He also recommends upping the levy to a 0% increase, currently -0.36% (\$19,929) and put towards contingency.

Motion made by Bittner, seconded by Wachowski, to recommend General Fund Budget with changes discussed and adding \$19,929 to contingency. Motion carried.

B. Debt Service Fund

Not presented.

C. Special Revenue Funds

Special Revenue funds were reviewed.

Motion made by Bittner, seconded by Wachowski, to recommend Special Revenue budgets.

Motion carried.

D. Capital Projects Funds, Including Borrowing Plan

City Manager Buckley presented updated CIP list, now with tax supported borrowing below \$2 million. Discussion about funding PD Canine vehicle equipment and reducing DPW Garage by \$20,000. Motion made by Bittner, seconded by Wachowski, to recommend Capital Projects budgets with adjustment discussed. Motion carried.

4. Recommendation to City Council Regarding 2024 Property Tax Levies, In Support of the 2025 Budget

A. General Fund

B. Debt Service

C. Library

City Manager Buckley presented the proposed property tax levies; General City \$2,288,033, Debt Service \$2,551,538, and Library \$681,790.

Motion made by Bittner, seconded by Wachowski to recommend property tax levies presented to the City Council. Motion carried.

5. Reminders

Budget Hearing- Monday, November 25, 2024 6:00 PM

City Council Vote on 2025 Budget- December 2, 2024, 6:00 PM

6. Adjournment

Motion was made by Wachowski, seconded by Bittner, to adjourn meeting at 9:06am. Motion carried.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "K Paider".

Kassie Paider, Finance Director