



**TWO  
RIVERS**  
WISCONSIN

# PERSONNEL AND FINANCE COMMITTEE MEETING

Thursday, October 16, 2025 at 6:00 PM

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

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## MINUTES

### 1) Call to Order

The meeting was called to order by Committee Chairman Bittner at 6:01 pm.

### 2) Roll Call

Committee Members Present: Mark Bittner, Bonnie Shimulunas, Adam Wachowski  
City Staff Present: Kyle Kordell, City Manager; Mike Mathis, Parks & Rec Director; Matt Heckenlaible, Public Works Director; and Kassie Paider, Finance Director.

### 3) Presentation of Proposed Parks and Recreation Budgets

Parks & Recreation Director Mathis presented the proposed budgets for Health/Human Services, Parks & Recreation, and Miscellaneous Special Revenue Funds.

- Health/Human Services (Senior Center and Cemeteries) shows an increase of \$23,735 (5.57%).
- Culture, Recreation & Education (Community Center, Parks, Recreation, Special Events, Recreation Fields, and Trails/Median Maintenance) shows a total increase of \$89,438 (6.28%).

Special Revenue Funds Reviewed:

- Docks & Harbors: Decrease of \$2,500.
- Senior Center Fund: Revenue increase of \$16,200 and expense increase of \$13,746, resulting in a net improvement of \$2,454; projected to use \$4,000 of fund balance in 2026.
- Urban Forestry: Proposed to remain unchanged.
- Special Events Donation Fund: Proposed to use \$7,000 of fund balance in 2026.
- Concessions Fund: Budgeted net income of \$11,215, which will be transferred to Special Events.
- Tree Planting Fund: Increase of \$4,000.
- Golf Simulator Fund: Budgeted net income of \$1,850.

### 4) Presentation of Proposed General Government Budget

Finance Director Paider presented the proposed General Government budgets, which include the following categories: Council, Judicial, Legal, City Manager, City Clerk/Human Resources, Elections, Technology, Finance, Assessing, City Hall, General Government, and Insurance.

Total General Government expenditures are proposed to decrease by \$10,536 (0.79%) compared to 2025. This reduction is primarily due to a \$120,700 decrease in insurance costs, resulting from a change in insurance carriers.

### 5) Presentation of 2026 General Obligation Borrowing Plan for Capital Projects

The current 2026 Capital Projects Plan was reviewed.

Director Mathis outlined major proposed park projects, including improvements to Riverside Park including the skate park, with \$324,550 in City borrowing and \$574,500 in grants and fundraising.

Director Heckenlaible discussed proposed street projects and Public Works equipment requests.

The total amount of proposed projects included in General Obligation borrowing for 2026 is \$2,479,000.

**6) Set Next Meeting Date and Time: Thursday, October 23, 6:00 PM**

**7) Adjournment**

Motion by Wachowski, seconded by Bittner, to adjourn at 9:29pm. Motion carried.

Respectfully Submitted,

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

Kassie Paider, Finance Director