



**TWO
RIVERS**
WISCONSIN

CITY COUNCIL MEETING

Monday, December 01, 2025 at 6:00 PM

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

AGENDA

NOTICE: Arrangements for Addressing the City Council by Telephone, During Public Hearings or Input from the Public can be made by Contacting the City Manager's Office at 920-793-5532 or City Clerk's Office at 920-793-5526 by 4:00 p.m. on the day of the meeting

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL BY CITY CLERK

Councilmembers: Mark Bittner, Doug Brandt, Shannon Derby, Bill LeClair, Darla LeClair, Tim Petri, Bonnie Shimulunas, Scott Stechmesser, Adam Wachowski

4. CONSIDERATION OF ANY COUNCIL MEMBER REQUESTS TO PARTICIPATE IN THIS MEETING FROM A REMOTE LOCATION

5. INTRODUCTION OF INVITED GUESTS

- A. Oath of Office for Police Sergeant Leander Menn
- B. Oath of Office for Police Sergeant Brad Dimmick
- C. Oath of Office for Police Lieutenant Jacob Schweigl
- D. Connie Hendries, Manitowoc County Democratic Party

6. PUBLIC HEARING

A. 25-229 Public Hearing for an Ordinance to Amend Municipal Code Section 10-1-15 I (3), entitled "Height and Area Exceptions" to regulate fence setbacks in the front yard

Summary: The proposed City Code amendment would formally establish a 36-inch setback requirement for fences located in front yards, clarifying where fences may be placed to ensure visibility, safety and consistency across properties in residential zoning districts. Residents are encouraged to attend, learn about the proposed changes, and share feedback before the City Council considers final action.

Recommended Action:

Motion to waive reading and adopt the ordinance

B. 25-230 Public Hearing for a Conditional Use Permit for Starbucks located at 1509 Washington Street, for the operation of a drive through, submitted by FrontView REIT (owner)

Summary: A Public Hearing regarding a Conditional Use Permit request for a new owner of the Starbucks at 1509 Washington Street. The applicant, FrontView REIT, is seeking approval to own the restaurant at this location. There is no change in use requested for this property, only a change in ownership.

Recommended Action:

Motion to approve the conditional use permit as recommended by the Plan Commission

7. INPUT FROM THE PUBLIC

8. COUNCIL COMMUNICATIONS

Letters and other communications from residents

9. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

10. CONSENT AGENDA

A. 25-231 Presentation of Minutes

1. City Council Regular Meeting, November 17, 2025
2. City Council Work Session, November 24, 2025

Recommended Action:

Motion to waive reading and adopt the minutes

B. 25-232 Minutes of Meetings

1. Committee on Aging, November 3, 2025
2. Police and Fire Commission, November 25, 2025
3. Business and Industrial Development Committee and Community Development Authority, November 25, 2025

Recommended Action:

Motion to receive and file

RECOMMENDED ACTION FOR CONSENT AGENDA

Motion to approve the Consent Agenda with the various actions recommended

11. CITY COUNCIL - FORMAL ITEMS

A. 25-233 Resolution to Hold a Primary Election on February 17, 2026 if needed for City Office Candidates at the April 7, 2026 Spring Election

Summary: This resolution authorizes the City to hold a primary election on February 17, 2026, if seven or more candidates file nomination papers for any City office.

Recommended Action:

Motion to waive reading and adopt the resolution

B. 25-234 Application of new "Class B" Intoxicating Liquor & Fermented Malt Beverage License, for the Violet Inn LLC, dba Violet Inn Lounge & Spa at 1415 16th Street

Summary: This item considers approval of an alcohol beverage license application for Violet Inn LLC, a lounge, spa, and small inn located at 1415 16th Street, including appointment of Melissa Nyssen as the licensed agent, with the license period running through June 30, 2026.

Recommended Action:

Motion to approve the application and issue the license

C. 25-235 Ordinance to Amend Municipal Code Section 2-1-2 "Division of City Into Wards" to establish a new Polling Place for the Sixth, Seventh, and Eighth Wards of the City of Two Rivers

Summary: This ordinance amends Municipal Code Section 2-1-2 to update the legal descriptions of the Sixth, Seventh, and Eighth Wards and to change their combined polling place from Abundant Life Church at 1969 Roosevelt Avenue to the Hamilton Wood Type & Printing Museum at 1816 10th Street.

Recommended Action:

Motion to waive reading and adopt the ordinance

D. 25-236 Resolution Approving Business Improvement District Levy and Assessment Rate for 2026

Summary: The BID Board held its annual meeting on Thursday, November 20, 2025, to review the 2026 BID Operating Plan, confirm funding commitments to Two Rivers Main Street, and reaffirm the assessment rate at \$1.77 per \$1,000 of assessed value. The Board also scheduled a second meeting for May 2026 to consider an update to the BID boundary map, its first potential change since the district was established in 1996. This review will evaluate whether the current boundaries align with today's business activity and downtown reinvestment goals. Further updates will be provided as this work progresses.

Recommended Action:

Motion to waive reading and adopt the resolution, as recommended by the Business Improvement District Board

E. 25-237 Cemetery Perpetual Care Flowers

Summary: As part of the 2026 Budget, the City has included \$2,700 in property tax funding to help support the cemetery flower program for one final year. To fully cover the 2026 planting costs, an additional \$3,300 will be raised through a community crowdfunding campaign, which the City can launch in December 2025.

Property tax support for 2026 is intended as a transition year, with the expectation that interested residents will organize a citizen-led group to assume long-term responsibility for the perpetual-care flower program beginning in 2027. This group would oversee future fundraising and establish a sustainable flower fund so the program can continue without ongoing City funding. If this is accomplished, the City will commit to planting the flowers each spring perpetually, assuming the flowers will not be purchased with General Fund property taxes.

Staff will assist with the transition planning and initial outreach but will not provide funding beyond 2026.

Recommended Action:

A motion to include \$2,700 in General Fund property taxes for one final year of support for cemetery perpetual care flowers and to direct City Staff to launch a crowdfunding campaign for cemetery flower donations

F. 25-238 Resolution Adopting Tax Levy for the City of Two Rivers Fiscal Year Ending December 31, 2026

Summary: The proposed Resolution adopts the tax levy for real and personal property included in the 2025 tax rolls for 2026 general city operations, debt service, Lester Public Library, Two Rivers Public Schools, Manitowoc Public Schools, Lakeshore Technical College, and Manitowoc County. The total tax levy adopted by the City is \$5,745,073 which is an increase of 4.05% or \$223,712 from the previous year.

Recommended Action:

Motion to waive reading and adopt the resolution

G. 25-239 Resolution Authorizing the Carry Forward of Allowable Prior Year Unused Levy Capacity for Fiscal Year Ending December 31, 2026

Summary: This resolution authorizes the use of all allowable prior-year unused levy capacity for levy year 2025. This action requires a two-thirds vote and supports essential municipal operations in the 2026 budget. Approval directs the City Manager and Finance Director to apply the unused levy capacity in the levy limit worksheet and final levy certification.

Recommended Action:

Motion to waive reading and adopt the resolution

H. 25-240 Resolution Adopting All 2026 Fund Budgets for the City of Two Rivers, Wisconsin Fiscal Year Ending, December 31, 2026

Summary: This Resolution adopts the 2026 General Fund, Debt Service Fund, and all associated special revenue, capital, and enterprise fund budgets, totaling \$41.7 million in appropriations. The resolution also establishes the 2025 BID assessment rate of \$1.77 per \$1,000 of assessed value to support the 2026 Main Street Program budget. Approval of the levy amounts for all taxing jurisdictions is included as part of the overall budget adoption.

Recommended Action:

Motion to waive reading and adopt the resolution

I. 25-241 Neshotah Beach Concession Stand - Renovation Project Funding Option

Summary: For several weeks, the City has been considering various levels of renovation for the Neshotah Beach concessions stand, ranging from a bare minimum health department code update to a full demolition and rebuild. Various options presented include different funding models, project size and scope. The “middle ground” options is a major interior renovation, while retaining the original building footprint and architectural style. The Room Tax Commission, which has statutory control over tax revenue generated by hotel stays, has approved \$75,000 over three years to contribute to the project. In addition, the Room Tax Commission has committed an additional two years of \$25,000 per year (total of \$125,000 over 5 years) if the City is unsuccessful at getting a WEDC Vibrant Spaces grant.

City Staff recommendation is to pursue this “middle ground” option as a balanced approach that will see the actual City tax investment for this project to be an estimated \$130,000, well below any initial projections. This would double restroom capacity, improve the interior of the concession stand, and enhance the rear picnic shelter area into a three-season space. This maintains historical charm, creates individual and family changing rooms, while also increasing much-needed revenue.

Recommended Action:

A motion to direct City Staff to proceed with a Neshotah Beach concession stand major renovation project for 2026, in the total project amount not-to-exceed \$520,000, with the total City borrowing to support the project not-to-exceed \$256,000 and the actual City tax investment not-to-exceed \$131,000 after Room Tax contributions

J. 25-242 Neshotah Beach Concession Stand - Operations Business Plan Options

Summary: City Staff present three operational paths for the Neshotah Beach Concession Stand. Option 1 keeps the current City-run model, generating about \$10,000 annually to fund

special events like Bands on the Beach and July 4th Fireworks, but does not support beach maintenance.

Option 2 shifts operations to a private vendor, which historically has produced much less revenue and resulted in inconsistent hours, lower service quality and loss of seasonal jobs, though revenue would benefit the General Fund.

Option 3 creates a shared-revenue model by adding beer sales, expanding the menu and using paid beach parking. Projected revenue is \$31,500, with the first \$10,000 supporting special events and the remainder benefiting the General Fund.

Recommended Action:

A motion to direct City Staff to proceed with option 3 to retain City-run operations at the concession stand with an expanded menu and beer sales, splitting revenue between the Special Events Fund and the General Fund

12. CITY MANAGER'S REPORT

13. FOR INFORMATION ONLY

- City Council Regular Meeting, Monday, December 15, 2025, 6:00 PM
- City Council Work Session, Monday, December 29, 2025, 6:00 PM

14. CLOSED SESSION

The City Council reserves the right to enter into Closed Session, per Wisc. Stats 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

- Performance of management employee

The City Council reserves the right to enter into Closed Session, per Wisc. States 19.85(1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

- Discussion of potential litigation against a resident(s)

15. RECONVENE IN OPEN SESSION

To consider possible actions in follow-up to closed session discussions

16. ADJOURNMENT

Motion to dispense with the reading of the minutes of this meeting and adjourn

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Two Rivers will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the City Clerk's office at 920-793-5526 or email clerk@two-rivers.org at least 48 hours prior to the scheduled meeting or event to request an accommodation. For additional assistance, individuals with hearing or speech disabilities can call 711 and be connected to a telephone relay system.

It is possible that members of and possibly a quorum of governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no other action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

CITY OF TWO RIVERS**ORDINANCE****An Ordinance to Amend Chapters 10-1-15 of the Municipal Code of the City of Two Rivers, Wisconsin, Height and area exceptions, based on the recommendation of the City Manager and Plan Commission**

The Council of the City of Two Rivers, Wisconsin, ordains as follows:

SECTION 1. Subsection 10-1-15 of the Municipal Code of the City of Two Rivers, Wisconsin, is hereby amended as follows:

Screening and vision clearance.

(1) Statement of purpose. This subsection is established to recognize the public and private benefits accrued from functional and aesthetic screening between areas of incompatible land uses, the increasing demand for active and passive recreational areas, the desirability of providing visual screening of certain parking lots, business and manufacturing areas, and the necessity of providing adequate vehicular vision clearance.

(2) Off-street parking. See section 10-1-13.

(3) Screening or fencing erected, placed, maintained or grown shall comply with the following provisions:

(a) Screening in front yards shall not exceed a height greater than four feet above the curb level or its equivalent; provided, however, that, within ten feet from any driveway or alley crossing of a street lot line, any screening shall not exceed two feet in height unless it is at least 90 percent open for through vision.

(b) On a corner lot, screening in the street side yard may extend from the side street rear corner of the structure perpendicular to a distance four feet from the side street property line and continue along the side street to the rear property line. The height of any screening shall not exceed six feet; provided, however, that within ten feet from any driveway screening it shall not exceed two feet in height unless it is at least 90 percent open for through vision.

(c) Unless otherwise provided, a vision-barrier fence that is within four feet of the lot line shall not exceed six feet in height.

(d) Snow fences may be used temporarily, but in no case shall snow fences be left standing longer than six months during any calendar year.

(e) It shall be unlawful for any person to construct or maintain any barbed wire or razor wire fence, except that any such fence above the height of six feet may be permitted for agricultural, industrial or commercial security reasons, with permission from the zoning administrator.

(f) It shall be unlawful for any person to construct or maintain any above-ground electrical fence.

(g) Fences constructed in a manner in which a supporting framework or posts can be construed to represent a back side shall be installed so that the front side/good side faces the adjacent or abutting property.

~~(h) Screening or fencing shall be located in a manner that allows the owner to maintain the screening or fencing from his side of the property line.~~

(h) Screening or fencing in the rear and side yards may extend to the property line, so long as it is located in a manner that allows the owner to maintain the screening or fencing from their side of the property line.

(i) Unless a larger setback is otherwise provided, the setback for any screening or fencing erected, placed, maintained, or grown in the front yard of any property shall be 36 inches from the lot line.

SECTION 2: Severability. If any provision of this ordinance is invalid or unconstitutional, or if the application of this ordinance to any person or circumstances is invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the other provisions or applications of this ordinance which can be given effect without the invalid or unconstitutional provision or application.

SECTION 3: Effective Date. This ordinance shall take effect upon passage and publication as provided by law.

Adopted by the Council of the City of Two Rivers, Manitowoc County, Wisconsin this ____ day of _____, 2025.

Scott Stechmesser

President, City Council

Kyle Kordell
City Manager

Attest:

Amanda Baryenbruch, City Clerk

Approved as to form and legality:

Sean P. Griffin
City Attorney

CONDITIONAL USE
PERMIT
City of Two Rivers

Document Number

Permit No. 2025-6

Before the City Council of the City of Two Rivers, Manitowoc County, Wisconsin, regarding the premises at 1509 Washington Street in the City of Two Rivers, Manitowoc County, State of Wisconsin, further described as:

ORIG PLAT LOTS 7, 8, 9 & W 7' OF LOT 10 BLK 71

Inspections Department
City of Two Rivers
PO Box 87
Two Rivers, WI 54241-0087

Parcel ID Number: 053-000-071-074.09

Zoning Classification of the Premises is: B-1 Business District/Conditional Use for the operation of a drive-thru service window.
Mailing Address of the Premises Operator: 3131 McKinney Avenue, STE L10, Dallas, TX, 75204

WHEREAS, the Zoning Code and Zoning District Map of the above named municipality, pursuant to State Statute, state that the premises may not be used for the purpose hereinafter described but that upon petition such use may be approved by the municipality as a Conditional Use in particular circumstances as defined by the standards in the Zoning Ordinance; and

Petition therefore having been made, and public hearing held thereon, and the City Council of the City of Two Rivers having determined that by reason of the nature, character and circumstances of the proposed use, and of the specific and contemporary conditions, permit of such use upon the terms and conditions hereinafter prescribed would be consistent with the requirements of the Zoning Ordinance.

Now, therefore, it is permitted, subject to compliance with the terms and conditions hereinafter stated, that the Premises may be used for the purpose of the operation of a drive-thru facility.

Permitted by action of the City Council of the City of Two Rivers on December 1, 2025.
Original filed in the office of the City Clerk of the City of Two Rivers, Wisconsin

The Conditions of this Permit are:

1. This Permit shall become effective upon the execution and recording by the Owner of the Premises as acceptance hereof.
2. This Permit is subject to the conditions herein and is subject to amendment and termination in accordance with the provisions of the Zoning Code of this Municipality.
3. The operation of the use permitted shall be in strict conformity to the approved conditions identified with this Petition for this Permit and such plans are incorporated herein by reference as if set forth in detail herein.
4. Any substantial change to the use or site as the conditions permitted by the issuance of this Permit would require approval by the Plan Commission and City Council as an amendment to this Permit.
5. Conditions of Operations:
 - a. Hours of operation: Drive-thru service window during regular business hours.
 - c. Signage in accord with the City's Sign Code.

This Permit is binding upon the above-identified parcel and the Grantee, and its heirs, successors and assigns. There shall be no change in the use of the property as specified above, nor violations or deviation from the above listed conditions without review and approval of the City Plan Commission and the City Council.

This permit is revocable by the City for cause. Failure to comply with the conditions set forth herein may result in the termination of the Conditional Use Permit. Grantee shall be liable to the City for reasonable attorney fees incurred in enforcing the Conditional Use Permit.

Grantee shall be liable to the City for any expenses incurred in enforcing this Conditional Use Permit. Expenses mean reasonable fees, costs, charges, disbursements, engineering fees, reasonable attorney fees, and any other reasonable expenses incurred in connection with proceedings to enforce the provisions of the permit.

In accordance with the City Zoning Code, the City Plan Commission shall retain continuing jurisdiction over the conditional use for the purpose of resolving any complaints. Violation of this Conditional Use Permit shall be subject to a fine or civil forfeiture as provided in City Zoning Code.

SIGNATURES OF PROPERTY OWNER(S) AND PERMITEE(S):

As Owner(s) of the Subject Property, I/we accept and understand the above-described conditions.

Printed Name: _____

Printed Name: _____

STATE OF WISCONSIN
MANITOWOC COUNTY

Personally, came before me this _____ day of _____, 2025, the above named _____ and to be the person(s) who executed the foregoing instrument and acknowledge the same.

Notary Public

Printed Name _____
_____ County, Wisconsin
My commission expires: _____

SIGNATURES - CITY OF TWO RIVERS

Kyle Kordell, City Manager

Amanda Baryenbruch, City Clerk

STATE OF WISCONSIN
MANITOWOC COUNTY
Personally, came before me this _____ day of _____ 2025, the above-named Kyle Kordell and Amanda Baryenbruch known to be the person(s) who executed the foregoing instrument and acknowledge the same.

Printed Name: _____
Notary Public, Manitowoc County, Wisconsin
My commission expires: _____

THIS INSTRUMENT WAS DRAFTED BY:
Adam Taylor, Zoning Administrator



CITY COUNCIL MEETING

Monday, November 17, 2025 at 6:00 PM

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

MINUTES

1. CALL TO ORDER

Council President Stechmesser called the meeting to order at 6:01 PM

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL BY CITY CLERK

Councilmembers: Mark Bittner, Doug Brandt, Shannon Derby, Bill LeClair, Darla LeClair, Bonnie Shimulunas, Scott Stechmesser, Adam Wachowski

Absent: Tim Petri

ALSO PRESENT: Matt Heckenlaible, Public Works Director; Dave Murack, Fire Chief; Dave Dassey, IT Support Specialist; Kassie Paider, Finance Director; Ben Meinnert, Police Chief; Sean Griffin, City Attorney (via Phone); and Kyle Kordell, City Manager

4. CONSIDERATION OF ANY COUNCIL MEMBER REQUESTS TO PARTICIPATE IN THIS MEETING FROM A REMOTE LOCATION

5. INTRODUCTION OF INVITED GUESTS

A. Oath of Office for Firefighter Paramedic Nathan Sekora
City Clerk administered the Oath of Office, followed by a badge pinning

B. Oath of Office for Firefighter Paramedic Hunter Decker
City Clerk administered the Oath of Office, followed by a badge pinning

C. 25-223 Proclamation Honoring Lieutenant Karen Elsenpeter on 32 Years of Public Service, read by Police Chief Ben Meinnert
Police Chief Ben Meinnert read the proclamation honoring Lieutenant Karen Elsenpeter and the City thanks her for her 32 years of dedicated service to our community.

6. INPUT FROM THE PUBLIC

Katherine Dahlke (3727 Adams Street) – Spoke about the Maritime Metro Transit route in Two Rivers. She stated Two Rivers is averaging 120 rides per day currently. Ridership has increased to about 90% pre-COVID numbers. The funding of the routes are complicated due to having federal funding for transit. Manitowoc receives 80% reimbursed if approved by the DOT. To operate Route 1 in Two Rivers in 2026 it will cost roughly \$205,378.30. The \$156,000 that Manitowoc is requesting from Two Rivers is to cover 76% of the operations cost. Cutting that funding will reduce the service in the city including paratransit.

7. COUNCIL COMMUNICATIONS

Letters and other communications from residents

Councilmember D. LeClair is encouraging everyone to use Contact the Council. In the past few days the council received numerous encouraging emails.

8. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

Section 10, Item A.

Councilmember Shimulunas reported on the listening session stating that the perpetual care flower fund was talked about; there were questions about property taxes; the MMT bus funding; parking fees at Neshotah Beach. She then reported on the Main Street Committee stating there are five major events for Main Street and had a positive year with the events.

Councilmember Bittner reminded the public they are welcome to attend the Personnel and Finance Committee meetings. The next one will be held on Wednesday, November 19.

Councilmember Wachowski reported on the Advisory Recreation Board reporting they spoke about boat launch fees, Neshotah Park signage and a designated swim area.

Councilmember Derby reported the Environmental Advisory Board is continuing their Winter Education Series, the next one is on Thursday, November 20 at 6:00 PM.

9. CONSENT AGENDA

A. 25-224 Presentation of Minutes

1. City Council Work Session, October 27, 2025
2. City Council Regular Meeting, November 3, 2025

Recommended Action:

Motion to waive reading and adopt the minutes

B. 25-225 Minutes of Meetings

1. Business and Industrial Development Committee/Community Development Authority, October 28, 2025
2. Room Tax Commission, October 29, 2025
3. Public Works Committee, November 5, 2025
4. Plan Commission, November 10, 2025
5. Explore Two Rivers Board of Directors, November, 11, 2025
6. Advisory Recreation Board, November 12, 2025
7. Architectural Control Committee, November 13, 2025

Recommended Action:

Motion to receive and file

C. 25-226 Summary of Verified Bills for October 2025 of \$2,222,607.06

Recommended Action:

Motion to receive and file

RECOMMENDED ACTION FOR CONSENT AGENDA

Motion to approve the Consent Agenda with the various actions recommended

Motion carried with a voice vote.

Motion made by Wachowski, seconded by Derby

Voting Yea: Bittner, Brandt, Derby, B. LeClair, D. LeClair, Shimulunas, Stechmesser, Wachowski

10. CITY COUNCIL - DISCUSSION ITEMS

A. City of Two Rivers Financial Contribution to Maritime Metro Transit Route One

Summary: The City is exploring alternative models to reduce the amount of Two Rivers property tax dollars used to subsidize MMT Route 1, which has increased 44% over the past five years. The goal is to keep the route operating while shifting toward a more sustainable funding model that relies less on local taxpayers.

11. CITY COUNCIL - FORMAL ITEMS

A. 25-227 Ordinance to Amend Section 4-1-6 of the Municipal Code, Regulating Snow and Ice Removal

Summary: The amendment broadens the interpretation of when sidewalks and corner ramps shall be cleared by. That being a 'reasonable' timeframe, presumed to be within 24 hours after the snow ceases to fall. This provides both property owners and the City some latitude and not an absolute time period. It also provides a clearer path for the City's ability to recover all reasonable costs when it must clear a sidewalk itself (including inspection, documentation, and billing time at a set per-foot rate), adds escalating penalties for repeat violations, and authorizes additional City staff, beyond Public Works, to enforce these rules.

Recommended Action:

Motion to waive reading and adopt the ordinance

Motion carried with a roll call vote

Motion made by Bittner, seconded by Brandt

Voting Yea: Bittner, Brandt, Derby, B. LeClair, D. LeClair, Shimulunas, Stechmesser, Wachowski

B. 25-228 Ordinance to Amend Chapters 1-2-1 of the Municipal Code, Fees

Summary: This ordinance updates the City's master fee schedule by increasing some fees, including short-term rental licenses, a new harbor sludge tipping fee that can be charged to the Army Corps of Engineers, and restructuring how building permit fees are calculated. These adjustments modernize the fee structure, improve fairness and consistency, and reduce reliance on property taxes to support these operations.

Recommended Action:

Motion to waive reading and adopt the ordinance

Motion carried with a roll call vote.

Motion made by D. LeClair, seconded by Shimulunas to table this item to a future work session agenda.

Voting Yea: Derby, B. LeClair, D. LeClair, Shimulunas Wachowski

Voting Nay: Bittner, Brandt, Stechmesser

12. CITY MANAGER'S REPORT

City Manager Kordell reported at last week's Plan Commission meeting, commissioners reviewed an ordinance that would limit future installations of large billboards within Two Rivers. The proposed change would make owners of future billboards apply for a conditional use permit. Rush Logistics has officially opened at their new facility on Browns Drive. The City has launched recruitment for the next Tourism Director. Lastly, he invited Police Chief Meinnert to provide an update of a recent drug bust in the City of Two Rivers.

13. FOR INFORMATION ONLY

- City Council Work Session, Monday November, 24, 2025, 6:00 PM

- City Council Regular Meeting, December 1, 2025, 6:00 PM
- Public Hearing for an Ordinance to Amend Municipal Code Section 10-1-15 I (3), entitled "Height and Area Exceptions" to regulate fence setbacks in the front yard, Monday, December 1, 2025, 6:00 PM
- Public Hearing for a Conditional Use Permit for Starbucks located at 1509 Washington Street, for the operation of a drive through, submitted by FrontView REIT (owner), Monday, December 1, 2025, 6:00 PM

14. ADJOURNMENT

Motion to dispense with the reading of the minutes of this meeting and adjourn this meeting at 8:06 PM

Motion carried with a voice vote

Motion made by Wachowski, seconded by Derby

Voting Yea: Bittner, Brandt, Derby, B. LeClair, D. LeClair, Shimulunas, Stechmesser, Wachowski

Respectfully submitted,

Amanda Baryenbruch
City Clerk



**TWO
RIVERS**
WISCONSIN

Section 10, ItemA.

CITY COUNCIL WORK SESSION

Monday, November 24, 2025 at 6:00 PM

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

MINUTES

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL BY CITY CLERK

Councilmembers: Mark Bittner (via phone), Doug Brandt, Shannon Derby, Bill LeClair, Darla LeClair, Tim Petri, Bonnie Shimulunas, Scott Stechmesser, Adam Wachowski

ALSO PRESENT: Kassie Paider, Finance Director; Terry Ehle, Library Service Coordinator; Jeff Dawson, Library Director; Mike Mathis, Parks and Recreation Director; Matt Heckenlaible, Public Works Director; Joe Metzen, Tourism Director; Jeff Sachse, Community Development Director; Dave Murack, Fire Chief; Dave Dassey, IT Administrator; Brian Dellemann, Electric Utility Director; Ben Meinnert; Police Chief; Sean Griffin, City Attorney (via Phone); and Kyle Kordell, City Manager.

4. CONSIDERATION OF ANY COUNCIL MEMBER REQUESTS TO PARTICIPATE IN THIS MEETING FROM A REMOTE LOCATION

Motion carried with a roll call vote.

Motion made it by Brandt, second by Derby to approve Councilmember Bittner to participate in this meeting from a remote location.

Voting Yea: Brandt, Derby, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski

5. PUBLIC HEARING

A. Public Hearing on 2026 Proposed City Budget

Council President Stechmesser opened the first call for public input on the public hearing.

Dean Hirvela (2730 42nd St) - spoke regarding the perpetual care flower fund for the cemetery. They clarified the difference between perpetual care (mowing grass, trimming stones, etc.) and the flower fund, which are separate items. They expressed concern that the city had contacted local flower suppliers to indicate they wouldn't be ordering flowers for 2026, yet this decision had not been officially announced. They emphasized that people had paid into this fund with the understanding that flowers would be placed annually on Memorial Day. They shared documentation including receipts showing payments of \$200 for perpetual care flowers and cited city ordinances specifying this as an annual obligation.

Katherine Dahlke (3727 Adams Street) - questioned the 2.54% increase in taxes and inquired

about the significant 107% increase in miscellaneous revenue. She also noted income between projected and actual spending in various departments, asking why departments that underspent their budgets were still receiving increases in the following year.

Council President Stechmesser closed the first call and open the second call for public input for the public hearing.

Kate (Library Board Member) - advocated for the library's requested 2% budget increase (approximately \$13,635), noting that they had not received an increase the previous year. She expressed concern that without the modest increase, they would need to make cuts to programming, staff, or hours.

Council President Stechmesser closed the second call and opened the third and final call for public input for the public hearing.

No one spoke.

6. INPUT FROM THE PUBLIC

Katherine Dahlke (3727 Adams Street) - expressed concerns about the Neshotah Beach concession stand project, noting she had been unable to find supporting materials for the proposal and questioning whether proper procedures had been followed in the consideration of alternative funding methods.

7. DISCUSSION ITEMS

A. Discussion of Room Tax Proposal and Funding Commitment for Neshotah Beach Concession Stand

Summary: A representative from the Room Tax Commission will present an alternative funding model for an improved Neshotah Beach Building that will reduce the amount of funding needed from the General Fund.

Rick Carey, owner of Metal Work Corporation and one of the primary investors in the Cobblestone Hotel, presented an alternative financing concept for projects including the Neshotah Beach concession stand. Carey, who serves as vice chair of the Room Tax Commission, explained:

1. Tax Incremental Districts (TIDs) and Tax Incremental Financing (TIFs): Carey provided an overview of how TID/TIF works, noting that TID 12 has created over \$7 million in incremental value in just seven years. He explained how the city's use of revenue bonds through TIF enabled the successful Cobblestone Hotel project and subsequent area development.
2. Municipal Bonds as Alternative Financing: Carey presented a hypothetical approach for the Neshotah Beach concession stand, proposing a \$750,000 revenue bond at 3.5% over 25 years, which would require approximately \$45,000 in annual debt service. This could be supported through:
 - Room tax revenue (~\$17,000)
 - Incremental use revenue (~\$26,000) from a 70-person rentable event space
 - General fund contribution (~\$100,000)
 - Private donations (~\$150,000)

This approach would potentially reduce the taxpayer burden to \$100,000 for a \$2 million project, compared to the current proposal.

3. Room Tax Support: Carey explained how state statute 66.0615 governs room tax use funds to be used for tourism promotion that generates overnight stays. The contingencies previously discussed for the concession stand renovation were to ensure the project would encourage overnight stays in compliance with this requirement.

Council members discussed the proposal, with concerns raised about:

- What happens if revenue projections fall short (Adam Wachowski noted taxpayers would be responsible)
- The reduction in Room Tax support for the wayside from \$30,000 to \$15,000
- Whether alternative projects like a museum might be better candidates for this funding approach
- The timing of such a project given recent property reassessments and tax increases

City Manager Kyle acknowledged the proposal could potentially reduce the city's contribution for the concession stand from \$250,000 to \$100,000 and suggested this financing approach could be a smaller test case before potentially using it for larger future projects

B. Discussion of City Schedule of Fees & Fines (Item# 25-228 tabled from Nov 17, 2025 meeting)

Summary: The City Council will review the City's master fee schedule in comparison with other municipalities.

City Manager Kyle presented the updated fee schedule, which included adjustments to several fees including:

- License fees for short-term rentals
- A new harbor sludge tipping fee
- Sidewalk snow and ice fees
- Restructured building permit fees

The main discussion centered on building permit fees, which are currently insufficient to cover inspection costs. The proposal changed from a fixed fee structure to a percentage-based model: 2% of project value for commercial properties and 1.5% for residential, with a \$100 minimum fee.

Several examples were provided:

- For a \$175,000 new home build: current fee is \$650, proposed would be \$5,600
- For a commercial project like Taco Bell (\$700,000): current fee is \$410, proposed would be \$14,000
- For a \$40,000 kitchen remodel: current fee is \$400, proposed would be \$600

Community Development Director Jeff Sachse explained that the city has been significantly undercharging for permits, with the cost of inspections often far exceeding the fees collected. He cited an example where a home in Sandy Point had \$3,200 in inspection costs, but the permit fee was only around \$700.

Council expressed concerns about the significant increases and discussed alternative approaches:

- Councilmember Wachowski suggested a two-tier system that would charge differently for new construction versus remodels
- Several members supported implementing a cap of \$10,000 on fees for projects under \$1 million
- The council requested staff prepare multiple options, including a square-footage based approach similar to Manitowoc's

There was also discussion about increasing the \$50 reinspection fee for failed inspections. The council directed staff to return with revised options for the December 1st meeting.

C. Discussion of Draft Fiscal Year 2026 City Budget

1. **Summary:** Presentation and discussion of the proposed 2026 Fiscal Year budget, outlining departmental priorities and major capital needs.

Budget Challenges:

- The previous year's 0% tax levy increase created a gap as costs continued to rise
- Health insurance premiums increasing 8% (including \$57,000 for 22 retirees)
- MMT Route 1 costs continue to escalate
- Low levels of new construction limiting levy authority
- New unfunded mandates including a DNR-required certified waste collections operator

Temporary Solutions:

- \$150,000 in anticipated sales of city-owned industrial land
- \$160,000 in debt premium applied to the general fund
- \$20,000 reduction in public works seasonal hours
- Hiring the DNR-required position for only half the year
- \$305,000 one-time payment related to a cell tower

Financial Overview:

- Total city budget: \$42 million
- Property tax levy increase: \$224,000 (3.8%)
- General fund budget: \$12,934,000 (3% increase)

Budget Cuts Already Made:

- Delayed creation of a civil engineer position
- Reduced overtime and seasonal staffing
- Postponed replacement of SRO squad vehicles
- Postponed purchase of water leak detection equipment
- Reduced hourly increases for seasonal staff from \$1 to 50¢

Strategic Priorities:

- Getting new multifamily housing built
- Refocusing industrial strategy
- Addressing underperforming TIF districts
- Riverside Park improvements
- Elevating neighborhood pride
- Planning for succession with upcoming retirements
- Transitioning to a new employee health insurance program

Capital Projects:

- \$850,000 for replacement of 1994 fire pumper truck
- \$453,000 for street resurfacing
- \$255,000 for the Neshotah Beach building
- \$179,000 for Riverside Park renovations (75% grant funded)

Library Funding:

- The Personal & Finance Committee recommended a 0% increase, rejecting the Library Board's request for a 2% increase (\$13,635)
- Councilmember Bittner advocated for reconsidering the library funding increase, noting its community importance
- Councilmember Shimulunas supported this position, highlighting the library's extensive programming and value

- Councilmember Wachowski explained that all departments were asked to make cuts the budget, and the library should be included in this effort

Special Events & Cemetery Flowers:

- Parks Director Mike Mathis provided information on Neshotah Beach operations (\$35,000 annual cost) and special events funding
- The current budget plans to redirect concession stand revenue to the general fund rather than using it to fund special events
- This change would impact Bands on the Beach and Downtown Friday Nights events
- The council discussed the perpetual care flower fund, with \$2,180 currently budgeted (out of the traditional \$6,000)
- Multiple council members expressed support for fully funding the flower program for one more year

The council discussed options for addressing the funding gaps for both the library increase and the cemetery flowers, but no clear consensus was reached on what additional items might be cut to accommodate these priorities.

8. ADJOURNMENT

Motion to dispense with the reading of the minutes of this meeting and adjourn this meeting at 8:44 PM.

Motion carried with a voice vote.

Motion made by Wachowski, seconded by D. LeClair.

Voting Yea: Bittner, Brandt, Derby, B. LeClair, D. LeClair, Petri, Shimulunas, Stechmesser, Wachowski

Respectfully submitted,

Amanda Baryenbruch
City Clerk



**TWO
RIVERS**
WISCONSIN

COMMITTEE ON AGING

Monday, November 03, 2025 at 8:30 AM
Senior Center Library - Senior Center 1520
17th Street, Two Rivers, WI 54241

MINUTES

1. CALL TO ORDER

Councilperson Bittner called the meeting to order at 8:30am.

2. ROLL CALL

Jackie Ackerman, Ruth Kadow, Kyle Korinek, Kim Graves, Betty Bittner, Pamela Stephens, Jo Anne Yungerman, Mark Bittner

3. MINUTES

Motion to approve the minutes made by Betty, motion seconded by Jackie, all in favor, motion carried.

4. INPUT FROM PUBLIC

5. CORRESPONDENCE AND PRESS

6. COMMITTEE REPORTS

A. Aging and Disability Resource - Wendy Hutterer

Open enrollment, running out of appointments. Reminded everyone to check Medicare changes. Upcoming caregiver social and Bingosize Classes

Wendy educated the group on Older American Act (OAA) grant dollars, what they cover, and why they are a very important part of the Congregate meal program.

B. City Council – Mark Bittner

Budget season for the City Council, Mark is part of the Budget and Finance meetings every Thursday night. Council is looking to be prudent managers of spending/financing.

Spoke about upcoming listening session. Attendance has decreased, but it is still important to have them.

City Manager, Kyle Kordell, attended the meeting and spoke about property value increases, interest rate decreases, and infrastructure investments. The outside world is coming to Two Rivers.

Mark enjoyed volunteering at the school, helping children learn.

C. Recreation Department Programs - Mike Mathis

Cool City Christmas reminders. Seasonal staff are done for the year. Parks and Rec Dept working on goals and reflections.

Winter sports start, TR Parks and Rec received tree planting grant. 2nd Youth Apprentice starting. 166 trees are planted in parks and terraces.

Real ice rink in Washington Park

Donation of Skates from Title town

2025- over 2,000 people in Rec Programs. New cemetery is getting new trees.

Question raised about development in Hansen Floral and Swim Club locations. Kyle spoke on the challenges and red tape for properties.

D. Senior Center - Heather Ihlenfeldt

October Report:

Rides: 325-Kyle asked for specific statistics on the TRUST car. Heather will get what she has for him.

Heather also reminded the group that the Friends of the Two Rivers Senior Center own and maintain the vehicles for the TRUST car program.

Meal Delivery: 1,632

Average Daily Attendance: 149.7

Program Stats:

Fitness: 592 participants

Congregate meal: 152

Total Member Check in for September 3,577

Significant Events in October:

Health and Information Fair-Oct 16th 8-11am: 300 participants

Awarded \$7,000 Grant from NCOA for older adult digital literacy.

Stepping On Workshop begins

E. TRIAD

Continue to sell Kwik trip cards at the senior center

Will be present at Cool City Christmas

Giving out Emergency/Non emergent phone numbers magnets

PD K9 Fundraiser at Port Sandy Bay, Coffee with a Cop at Senior Center and Cozy B's.

Holiday Faire at Manitowoc Expo

3 SRO's recognized at Future 15 awards

Drug take back in Spring

8 officers involved in Big Brothers/Big Sisters

F. Two Rivers School District

Kyle presented new initiative to redo school fields.-By donation, not tax

Open to the community and large donors.

Spoke about new volunteer program with Rotary

Hallway walking is available at the high school from 4-7pm

G. Auxiliary

Vets able to take interest free loans through AARP

Wreath Across America-new cemetery: 500 wreaths. Friends of the Two Rivers Senior Center purchased 98 Wreaths for past members.

7. NEW BUSINESS

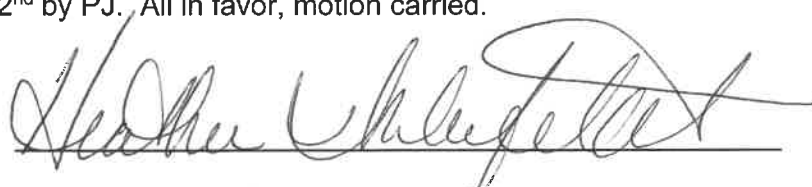
What can we do better? Question posed by Councilperson Mark Bittner for future meetings.

8. CONTINUING BUSINESS

9. ADJOURNMENT

Motion made by Jackie, 2nd by PJ. All in favor, motion carried.

Respectfully submitted by:



Heather Ihlenfeldt-Senior Center Supervisor

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Two Rivers will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the City Clerk's office at 920-793-5526 or email clerk@two-rivers.org at least 48 hours prior to the scheduled meeting or event to request an accommodation. For additional assistance, individuals with hearing or speech disabilities can call 711 and be connected to a telephone relay system.

It is possible that members of and possibly a quorum of governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no other action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.



**TWO
RIVERS**
WISCONSIN

Section 10, Item B.

POLICE AND FIRE COMMISSION MEETING

Tuesday, November 25, 2025 at 4:00 PM

**IT Conference Room - City Hall, 2nd Floor
1717 E. Park Street, Two Rivers, WI 54241**

MINUTES

1. CALL TO ORDER

Brad Yaggie called the meeting to order at 4:03 PM

2. ROLL CALL

Commission Members: Mike Canty, Jack Gadzala (via phone), Brad Yaggie
Absent: Sandy Rohrick, Kris LaFond

ALSO PRESENT: Ben Meinnert, Police Chief and Melissa Wiesner, Assistant Police Chief

3. CLOSED SESSION

The Police and Fire Commission reserves the right to enter into closed session per Wis. Stats. 19.85(1)(c) considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
1. Staffing update / eligibility list

Motion carried with a roll call vote.

Motion made by Canty, seconded by Gadzala to enter into closed session at 4:04 PM

Voting Yea: Canty, Gadzala, Yaggie

Clerk Note: Sandy Rohrick arrived at 4:05 PM, immediately after entering into closed session

4. RECONVENE IN OPEN SESSION PURSUANT TO WIS. STATS. 19.85(2)

Motion carried with a voice vote.

Motion made by Canty, seconded by Rohrick to reconvene in open session at 4:15 PM.

Voting Yea: Canty, Gadzala, Rohrick, Yaggie

5. ANY ACTION AS A RESULT OF CLOSED SESSION

1. Approval of addition to eligibility list

Motion carried with a voice vote.

Motion made by Rohrick, seconded by Canty to approve the eligibility list and add an additional candidate.

Voting Yea: Canty, Gadzala, Rohrick, Yaggie

6. ADJOURNMENT

Motion carried with a voice vote.

Motion made by Gadzala, seconded by Rohrick to adjourn the meeting at 4:16 PM

Voting Yea: Canty, Gadzala, Rohrick, Yaggie

Respectfully submitted,
Amanda Baryenbruch
City Clerk



**TWO
RIVERS**
WISCONSIN

BUSINESS AND INDUSTRIAL DEVELOPMENT COMMITTEE - COMMUNITY DEVELOPMENT AUTHORITY MEETING

Section 10, ItemB.

Tuesday, November 25, 2025 at 5:15 PM

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

MINUTES

1. CALL TO ORDER

Meeting was called to order at 5:15 PM.

2. ROLL CALL

BIDC Members: Gregory Coenen, Tracey Koach, Keith Lyons, Doug Brandt, Darla LeClair, Elizabeth Bittner (via telephone)

Absent: Thomas Christensen

CDA Members: Gregory Coenen, Tracey Koach, Keith Lyons, Doug Brandt, Darla LeClair

Absent: Daniel Wettstein

3. APPROVAL OF MEETING MINUTES

A. Approval of the Minutes of the October 28, 2025 Joint Meeting

- Approval by BIDC. Motion made by Koach, seconded by Lyons. All in favor.
- Approval by CDA. Motion made by Lyons, seconded by Koach. All in favor.

4. CDA BUSINESS

A. Update on Construction Activity, Marketing Activity, and Lot Sales at Sandy Bay Subdivision

Sachse provided an overview of various discussions with developers. This includes conversations regarding potential multi-family developments and discussions regarding acquisition of properties for future housing development. Committee referenced properties closer to Two Rivers High School for development in 2027 and beyond.

B. Consideration of purchase offer for section of Lot 25 subdivided

Lot 25 offer letter received for \$7,000 for 0.18 acres. If sold, the buyer is required to submit a CSM and schedule a closing within 30 days.

Motion made by LeClair, seconded by Brandt. All in favor.

C. Update on sale of Lot 24, Block 2

The City closed on Lot 24 on 11/25/25 for \$54,500.

- D. Review of marketing services contract with Weichert, Realtors Cornerstone for Sand Subdivision

A general discussion of lot signage, flyers, QR codes, marketing, lot subdivisions, and lot prices. Representatives from Weichert explained strategies moving forward. CDA requests Weichert to review lot prices and come back with a recommendation of any price adjustments for February 2026.

5. BIDC BUSINESS

- A. Review of RLF lending activity, fund balance, and goals for 2026

Sachse provided an overview of the RLF fund balance, which sits at just over \$1 million, and various industrial development leads. There are three active loans in repayment (VT Industries, Pop Start Pizza, and Violet Inn). He also talked about 2026 plans to analyze and possibly terminate some underperforming TIF districts. Finally, discussion regarding the potential acquisition of the former Hamilton's property and notice of a December 2nd status meeting occurred.

- B. Discussion of per acre pricing for City-owned land in Woodland Industrial Park

City-owned industrial price per acre has been sitting at \$11K per acre since 1988. Substantial property in Phase 1 and 2 of the Woodland Industrial park remains undeveloped while comparable properties in other communities are far higher priced. BIDC expressed interest in raising to the price \$27,500 K per acre for all city-owned industrial land effective December 1.

Motion made by Lyons, seconded by Bittner. All in favor.

- C. Discussion of expansion of Woodland Industrial Park Phase 2

Sachse previewed a potential expansion of Woodland Industrial Park Phase 2 to attract future industrial leads. This includes interest from two local firms in expansion and other Wisconsin prospects. Staff will review existing engineering for infrastructure through the balance of Phase 2 with plans for development in future years.

6. NEXT REGULARLY SCHEDULED MEETING

December 23, 2025 meeting cancelled, with intent to reconvene in January 2026.

7. ADJOURNMENT

Motion to adjourn at 6:38 PM made by Koach, seconded by LeClair. All in favor.

Respectfully submitted,

Jeff Sachse, Community Development Director

CITY OF TWO RIVERS

RESOLUTION

TO PROVIDE A PRIMARY ELECTION IF NEEDED

WHEREAS, section 8.11 of the Wisconsin State Statutes provides that there shall not be a primary election for the nomination of candidates for City offices unless the governing body shall, by a majority vote, request such a primary.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Two Rivers, that if seven or more candidates file nomination papers for a city office, there shall be a primary election on February 17, 2026, for the nomination of candidates for City offices at the April 7, 2026, Spring Election.

Adopted by the Council of the City of Two Rivers, Manitowoc County, Wisconsin this _____ day of _____, 2025

Scott Stechmesser
President, City Council

Kyle Kordell
City Manager

Form
AB-200

Alcohol Beverage License Application

For Municipality	Section 11, Item B.
Municipality	City of Two Rivers
License Period	12/2/25 - 6/30/26

License(s) Requested: (up to two boxes may be checked)

- ☐ Class "A" Beer \$ 50.00 ☒ Class "B" Beer \$ 100.00
- ☐ "Class A" Liquor \$ 500.00 ☒ "Class B" Liquor \$ 275.00
- ☐ "Class A" Liquor (cider only) \$ 0.00 ☐ Reserve "Class B" Liquor \$ _____
- ☐ "Class C" Liquor (wine only) \$ 100.00

Fees	
License Fees	\$ 218.74
Background Check Fee	\$ 20.00
Publication Fee	\$ 20.00
Total Fees	\$ 258.74

Part A: Premises/Business Information

1. Legal Business Name (individual name if sole proprietorship) VIOLET INN LLC		
2. Business Trade Name or DBA VIOLET INN, LOUNGE + SPA		
3. FEIN 33-3149960	4. Wisconsin Seller's Permit Number 456-1032089255-02	
5. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization		
6. State of Organization WI	7. Date of Organization JAN 2025	8. Wisconsin DFI Registration Number V035237
9. Premises Address 1415 16 th STREET		
10. City TWO RIVERS	11. State WI	12. Zip Code 54241
13. County MANITOWOC	14. Governing Municipality: <input checked="" type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village of: Two Rivers	15. Aldermanic District N/A
16. Premises Phone 920-653-4411	17. Premises Email STAY@VIOLETINN.COM	18. Website VIOLETINN.COM
19. Premises Description - Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. ALCOHOL WILL BE CONSUMED IN BAR AREA AND INN LOBBY. ALCOHOL WILL BE STORED IN BAR AREA, AND LOCKED KITCHEN. DOCUMENT STORAGE WILL BE IN OFFICE NEXT TO KITCHEN.		
20. Mailing Address (if different from premises address) _____		
21. City _____	22. State	23. Zip Code

Part B: Questions

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
If yes, list the details of violation below. Attach additional sheets if necessary.		
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed	Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed	Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No	

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol beverages. ☐ Yes ☒ No

If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or distributor? ☐ Yes ☒ No
If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Is the applicant business owned by another business entity? ☐ Yes ☒ No
If yes, provide the name(s) and FEIN(s) of the business entity owners below. Attach additional sheets as needed.

4a. Name of Business Entity

VIOLET INN LLC

4b. Business Entity FEIN

33-3149960

5. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion. ☒ Yes ☐ No

6. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine? ☐ Yes ☒ No

7. Does the applicant business owe past due municipal property taxes, assessments, or other fees? ☐ Yes ☒ No

Part C: Individual Information

List the name, title, and phone number for each person or entity holding the following positions in the applicant business or businesses listed in Part B, Question 4: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all members, managers, and agent of a limited liability company. Attach additional sheets if necessary.

Include Form AB-100 for each person listed below. Corporations and LLCs must appoint an agent by including Form AB-101.

Last Name	First Name	Title	Phone
NYSSSEN	MELISSA	CO-OWNER	630-728-5332
HANLEY	AMANDA	CO-OWNER	847-477-3739

Part D: Attestation

One of the following must sign and attest to this application:

- sole proprietor
- one general partner of a partnership
- one corporate officer
- one member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name	First Name	M.I.
NYSSSEN	MELISSA	A
Title	Email	Phone
CO-OWNER	MELISSA@VIOLETINN.COM	630-728-5332
Signature	Date	
Melissa Nyssen	11-6-2025	

Part E: For Clerk Use Only

Date Application Was Filed With Clerk	License Number	Date License Granted	Date License Issued
11/11/2025			
Signature of Clerk/Deputy Clerk		Date Provisional License Issued (if applicable)	

Alcohol Beverage
Appointment of Agent

Agent Type (check one)

- ☒
- Original (no fee)
- ☐
- Successor (\$10 fee for municipal licensees only)

Part A: Business Information

1. Legal Business Name (individual name if sole proprietor)

VIOLET INN LLC

2. Business Trade Name or DBA

3. Entity Type (check one)

- ☒
- Limited Liability Company
- ☐
- Corporation
- ☐
- Nonprofit Organization

4. Alcohol Beverage Business Authorization (check one)

- ☒
- Municipal Retail License
- ☐
- State Permit

5. If successor agent, provide State Permit or Municipal Retail License Number

6. Describe the reason for appointing a successor agent, if successor is checked above.

Part B: Agent Information

1. Last Name

NYSSSEN

2. First Name

MELISSA

3. M.I.

A

4. Email

MELISSA@VIOLETINN.COM

5. Phone

630-728-5332

6. Home Address

130 PARK ROAD

7. City

TWO RIVERS

8. State

WI

9. Zip Code

54241

10. Age

59

11. Drivers License/State ID Number

12. Drivers License/State ID State of Issuance

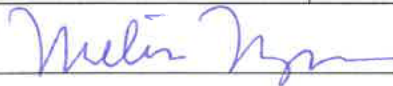
Part C: Agent Questions

1. Have you satisfied the responsible beverage server training requirement? ☒ Yes ☐ No
Submit proof of completion.
2. Have you completed Form AB-100, *Alcohol Beverage Individual Questionnaire*? ☒ Yes ☐ No
Submit a completed Form AB-100 with this form.
3. Have you been a Wisconsin resident for at least 90 continuous days? ☒ Yes ☐ No
See instructions for exceptions.

Continued →


Part D: Business Attestation

READ CAREFULLY BEFORE SIGNING: I, the **Undersigned**, authorize the above-named individual to act for the above-named corporation, nonprofit organization, or limited liability company with full authority and control of the premises and of all alcohol beverage activities on such premises. I certify that I am authorized by the above-named entity to authorize this individual to act on behalf of the entity. If I am appointing a successor agent, I rescind all previous agent appointments for this premises. Further, I understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name NYSSSEN		First Name MELISSA		M.I. A
Title CO-OWNER	Email MELISSA@VIOLETTINN.COM		Phone 630-728-5332	
Signature 			Date 11-7-25	

Part E: Agent Attestation

READ CAREFULLY BEFORE SIGNING: I, the **Agent**, hereby accept this appointment as agent for the above-named corporation, nonprofit organization, or limited liability company and assume full responsibility for the conduct of all alcohol beverage activities on the premises for the above-named business. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name NYSSSEN		First Name MELISSA		M.I. A
Signature 			Date 11-7-25	

LIQUORexam.com

Where Knowledge Meets Responsibility

This certificate represents the successful completion of an approved Wisconsin Department of Revenue Responsible Beverage Server Course in compliance with secs. 125.04(5)(a)5., 125.17(6), and 134.66(2m), Wis. Stats.

CERTIFICATE OF COMPLETION

This is to certify that

Melissa Nyssen

Has Successfully Completed the Following Course and Examination

Wisconsin Alcohol Server and Seller Certification

Edward D McLean

Edward D. McLean, Program Director
www.LIQUORexam.com



Date: 03/30/2025
Expiration: 24 Months
Certificate #: 219283
Birth Date: 02/04/1966

ORDINANCE

An Ordinance to amend Section 2-1-2, entitled "Division of city into wards" in the Municipal Code.

The Council of the City of Two Rivers ordains as follows:

SECTION 1. That Section 2-1-2 of the Municipal Code shall hereby be amended as follows:

B. The two or more city wards combined have been prepared in accordance with Wisconsin statutory requirements that will accommodate the Manitowoc County Supervisory District Plan, as follows based on the map and census block numbers provided by Manitowoc County, the descriptions for each ward in the city shall be as follows:

- (7) Sixth Ward (Manitowoc County Supervisory District 24) contains a population of 1,579 and is bounded as follows: part of tract/BNAs 51: 3007, 3013-3017, 3021-3022, 3025-3028, 3030-3034; part of tract/BNAs 52: 1035-1043; part of tract/BNAs 53: 2000-2016, 2020-2023, 20209, 3007-3008, 3011.
- (8) Seventh Ward (Manitowoc County Supervisory District 25) contains a population of 1,568 and is bounded as follows: part of tract/BNAs 51: 3001, 3003-3004, 3006, 3008, 3018-3020; part of tract/BNAs 53: 2017-2019, 20204-2028, 2030-2031; part of tract/BNAs 54: 1008, 1018-1042, 1044-1045, 1047-1048, 2014, 3000-3008, 3019-3021, 3023, 3027-3034, 4012-4024
- (9) Eighth Ward (Manitowoc County Supervisory District 25) contains a population of 1,522 and is bounded as follows: part of tract/BNAs 1: 2001-2002; part of tract/BNAs 52: 1053; part of tract/BNAs 54: 1003, 1005, 1007, 1010-1015, 2000-2013, 3009-3018, 3022, 3024-3026, 4000-4011; part of tract/BNAs 101: 3032.
- (10) The combined polling place for the Sixth, Seventh, and Eighth Wards shall be located at ~~Abundant Life Church, located at 1969 Roosevelt Avenue~~ Hamilton Wood Type & Printing Museum located at 1816 10th Street.

SECTION 2. This ordinance shall take effect and be in force from and after its date of passage and publication of same.

Dated this 1st day of December, 2025

Scott Stechmesser
President, City Council

Kyle Kordell
City Manager

Attest:

Amanda Baryenbruch
City Clerk

Approved as to form and legality:

Sean Griffin
City Attorney

CITY OF TWO RIVERS

Resolution Approving Business Improvement District Levy and Assessment Rate for 2026

WHEREAS, the City of Two Rivers has established a Business Improvement District (BID) for purposes of funding a portion of the Main Street Program; and

WHEREAS, the BID has a long-established BID assessment at the rate of \$1.425 per thousand dollars assessed value, subject to a minimum assessment of \$100 per assessable parcel and a maximum assessment of \$2,500 per assessable property owner located within the BID; and

WHEREAS, by action of the BID Board at a meeting held on November 28, 2022 a recommendation of a new BID assessment be established at the rate of \$2.00 per thousand dollars assessed value, subject to a minimum assessment of \$100 per assessable parcel and a maximum assessment of \$2,500 per assessable property owner located within the BID; and

WHEREAS, by action of the BID Board at a meeting held November 11, 2024 a recommendation of a new BID assessment be established at the rate of \$1.77 per thousand dollars assessed value, subject to a minimum assessment of \$100 per assessable parcel and a maximum assessment of \$2,500 per assessable property owner located within the BID; and

WHEREAS, the Main Street Organization has developed a 2026 budget that anticipated BID levy support in the amount of \$53,581 which would result from a BID assessment rate of \$1.77 per thousand dollars of assessed value, levied against the assessable properties in the BID;

NOW, THEREFORE, BE IT RESOLVED, that the City Council hereby authorizes a 2025 BID assessment in support of the 2026 budget at the rate of \$1.77 per thousand dollars assessed value, subject to a minimum assessment of \$100 per assessable parcel and a maximum assessment of \$2,500 per assessable property owner located within the BID, as recommended by the concurrence of the BID Board.

Adopted: December 1, 2025

Council Member

Kyle Kordell, City Manager

Item 11. E.
25-237 Cemetery Perpetual Care Flowers

No attachments

CITY OF TWO RIVERS

Resolution Adopting Tax Levy for the City of Two Rivers, Wisconsin
Fiscal Year Ending, December 31, 2026

WHEREAS, The City Council of the City of Two Rivers, Wisconsin, has, pursuant to law, determined the amount of tax which is levied against all the real and personal property included in the 2025 tax rolls (2026 Budget) for general city operations; and

WHEREAS, various governmental bodies for whom the City of Two Rivers either levies or collects taxes upon the taxable real and personal property in the City of Two Rivers for the purposes of such governmental bodies have duly determined the amount to be levied or collected by taxation of such real and personal property in the City of Two Rivers;

NOW, THEREFORE, BE IT FURTHER RESOLVED, by the City Council of the City of Two Rivers that the following amounts and rates of tax are hereby levied upon all of the taxable real and personal property in the City of Two Rivers on the 2025 tax rolls, and the Finance Director is hereby directed to spread the amount thereof upon the tax rolls for collection, as follows, to-wit:

PURPOSE	TAX LEVY (Including TID)		(Two Rivers School District) TAX RATE	(Manitowoc School District) TAX RATE
General City	\$	2,538,314	\$ 2.745	\$ 2.745
Debt	\$	2,773,478	\$ 2.999	\$ 2.999
Library	\$	731,527	\$ 0.791	\$ 0.791
Two Rivers Public Schools	\$	6,939,079	\$ 7.676	\$ -
Manitowoc Public Schools	\$	157,415	\$ -	\$ 7.578
Lakeshore Technical College	\$	540,976	\$ 0.585	\$ 0.585
Manitowoc County	\$	3,558,960	\$ 3.849	\$ 3.849
TOTAL:	\$	17,239,749	\$ 18.645	\$ 18.547

Adopted: December 1, 2025

Council Member

Kyle Kordell, City Manager

CITY OF TWO RIVERS

**Resolution Authorizing the Carry Forward of Allowable
Prior Year Unused Levy Capacity
Fiscal Year Ending, December 31, 2026**

WHEREAS, Wisconsin Statutes § 66.0602 (“Levy Limits Law”) restrict the annual property tax levy that a municipality may impose; and

WHEREAS, § 66.0602(3)(f) permits a municipality, by a two-thirds (2/3) majority vote of the governing body, to increase its current-year allowable levy by utilizing all or a portion of its prior-year unused levy capacity (“carryforward”); and

WHEREAS, the City of Two Rivers has confirmed that it has allowable unused levy capacity remaining from the prior year, as calculated under § 66.0602 and the Wisconsin Department of Revenue levy limit worksheet; and

WHEREAS, the Common Council finds it to be in the best interest of the City to utilize all available prior-year unused levy capacity for levy year 2025, in order to support essential municipal operations and service levels for the 2026 budget year.

NOW, THEREFORE, BE IT RESOLVED, by a two-thirds (2/3) majority vote of the Common Council of the City of Two Rivers, that the City hereby authorizes the use of all allowable prior-year unused levy capacity for levy year 2025; and

BE IT FURTHER RESOLVED, that the City Manager and Finance Director are directed to apply this unused levy capacity within the levy limit worksheet and incorporate it into the final adopted 2026 budget and the 2025 tax levy certification submitted to the Wisconsin Department of Revenue.

Adopted: December 1, 2025

Council Member

Kyle Kordell, City Manager

CITY OF TWO RIVERS**Resolution****Resolution Adopting All 2026 Fund Budgets for the City of Two Rivers, Wisconsin
Fiscal Year Ending, December 31, 2026**

WHEREAS, a public hearing was held on November 24, 2025 by the City Council of the City of Two Rivers on the proposed budget for the City of Two Rivers Debt Service Fund and General Fund for the fiscal year ending December 31, 2026; and

WHEREAS, The City Council of the City of Two Rivers, Wisconsin, has, pursuant to law, determined the amount of tax which is levied against all the real and personal property included in the 2025 tax rolls (2026 Budget) for general city operations; and

WHEREAS, various governmental bodies for whom the City of Two Rivers either levies or collects taxes upon the taxable real and personal property in the City of Two Rivers for the purposes of such governmental bodies have duly determined the amount to be levied or collected by taxation of such real and personal property in the City of Two Rivers; and

WHEREAS, the City of Two Rivers has established a Business Improvement District (BID) for purposes of funding a portion of the Main Street Program; and

WHEREAS, the BID has a long-established BID assessment at the rate of \$1.425 per thousand dollars assessed value, subject to a minimum assessment of \$100 per assessable parcel and a maximum assessment of \$2,500 per assessable property owner located within the BID; and

WHEREAS, by action of the BID Board at a meeting held on November 28, 2022 a recommendation of a new BID assessment be established at the rate of \$2.00 per thousand dollars assessed value, subject to a minimum assessment of \$100 per assessable parcel and a maximum assessment of \$2,500 per assessable property owner located within the BID; and

WHEREAS, by action of the BID Board at a meeting held November 11, 2024 a recommendation of a new BID assessment be established at the rate of \$1.77 per thousand dollars assessed value, subject to a minimum assessment of \$100 per assessable parcel and a maximum assessment of \$2,500 per assessable property owner located within the BID; and

WHEREAS, the Main Street Organization has developed a 2026 budget that anticipated BID levy support in the amount of \$54,843 which would result from a BID assessment rate of \$1.77 per thousand dollars of assessed value, levied against the assessable properties in the BID;

BE IT RESOLVED, by the City Council of the City of Two Rivers; that there is hereby appropriated for the fiscal year ending December 31, 2026 to the General Fund the sum of \$12,871,651 to be distributed as follows:

GENERAL GOVERNMENT	\$	1,301,396
PUBLIC SAFETY	\$	7,278,872
PUBLIC WORKS	\$	1,813,779
HEALTH & HUMAN SERVICES	\$	440,109
CULTURE, REC. & EDUCATION	\$	1,473,845
OTHER FINANCING USES	\$	563,650
TOTAL GENERAL FUND	\$	12,871,651

BE IT RESOLVED, by the City Council of the City of Two Rivers that the City Council hereby approves the following administrative budgets for 2026, the same being on file in the Finance Department and open to inspection during regular business hours:

CAPITAL PROJECT FUNDS

403 - Harbor Masterplan Implementation	\$	-
404 - Resilient Shoreline Planning Fund	\$	155,354
410 - Bike Trail Construction Fund	\$	65,799
415 - Central Park Renovation Fund	\$	-
417 - Industrial Park Development Fund	\$	186,650
419 - Landfill Fund	\$	210,420
451 - Street Construction Fund	\$	607,800
452 - Bridge Construction Fund	\$	45,000
454 - Parks and Cemetery Construction Fund	\$	1,556,435
455 - Fire Equipment Fund	\$	870,000

457 – Public Works Equipment Fund	\$	76,200
459 – City Hall Equipment Fund	\$	70,000
460 – Management Information Fund	\$	43,000
461 – Police Equipment Fund	\$	30,000
Subtotal:	\$	3,916,658

SPECIAL REVENUE FUNDS

202 – Sandy Bay Highlands Development Fund	\$	120,980
205 – Housing Revolving Loan Fund	\$	313,108
207 – Affordable Housing Fund	\$	100,000
216 – American Rescue Plan Act	\$	-
218 – Docks and Harbors Fund	\$	5,000
235 – TIF #6	\$	3,486
236 – TIF #7	\$	104,650
237 – TIF #8	\$	170,150
238 – TIF #9	\$	173,000
239 – TIF #10	\$	41,800
240 – TIF #11	\$	150
241 – TIF #12	\$	285,150
242 – TIF #13	\$	60,150
243 – TIF #14	\$	133,550
244 – TIF #15	\$	750,350
245 – TIF #16	\$	325
246 – TIF #17	\$	150
250 – Senior Center Fund	\$	102,725
258 – Community Tourism Fund	\$	236,195
259 – Tourism Development Fund	\$	342,000
260 – Urban Forestry Fund	\$	44,477
261 – Concession and Beer Sales	\$	6,000
262 – Recreation Special Events Fund	\$	63,520
263 – Tree Planting Fund	\$	41,500
264 – Golf Simulator Fund	\$	10,153
270 – Paramedic (Act 102) Fund	\$	8,000
290 – Business and Industrial Loan	\$	588,000
291 – Community Development	\$	132,768
Subtotal:	\$	3,837,337

ENTERPRISE FUNDS

640 – Solid Waste Utility	\$	932,778
650 – Water Utility	\$	2,966,365

660 – Electric Utility	\$	9,997,085
670 – Telecommunications Utility	\$	26,845
680 – Stormwater Utility	\$	702,388
690 – Sewer Utility	\$	3,302,324
Subtotal:	\$	17,927,785
Total:	\$	25,681,780

; and

BE IT FURTHER RESOLVED, by the City Council of the City of Two Rivers, that there is hereby appropriated for the fiscal year ending December 31, 2026 to the Debt Service Fund the sum of \$3,181,451; and

BE IT FURTHER RESOLVED, that the proposed budget for the Debt Service Fund, a copy of which is on file in the office of the Finance Director and open to inspection during regular business hours, is hereby approved; and

BE IT FURTHER RESOLVED various governmental bodies for whom the City of Two Rivers either levies or collects taxes upon the taxable real and personal property in the City of Two Rivers for the purposes of such governmental bodies have duly determined the amount to be levied or collected by taxation of such real and personal property in the City of Two Rivers:

PURPOSE	TAX LEVY (Including TID)	(Two Rivers School District) TAX RATE	(Manitowoc School District) TAX RATE
General City	\$2,538,314	\$2.745	\$2.745
Debt	\$2,773,478	\$2.999	\$2.999
Library	\$731,527	\$0.791	\$0.791
Two Rivers Public Schools	\$6,939,079	\$7.676	\$ -
Manitowoc Public Schools	\$157,415	\$ -	\$7.578
Lakeshore Technical College	\$540,976	\$0.585	\$0.585

Manitowoc County	\$3,558,960	\$3.849	\$3.849
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TOTAL:	\$17,239,749	\$18.645	\$18.547
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; and

BE IT FURTHER RESOLVED, that the City Council hereby authorizes a 2025 BID assessment in support of the 2026 budget at the rate of \$1.77 per thousand dollars assessed value, subject to a minimum assessment of \$100 per assessable parcel and a maximum assessment of \$2,500 per assessable property owner located within the BID, as recommended by the concurrence of the BID Board.

Adopted by the Council of the City of Two Rivers, Manitowoc County, Wisconsin this ____ day of _____, 2025.

Council Member

Kyle Kordell, City Manager

Renovation – Funding Model

Neshotah Pavilion Projected Cost		Neshotah Pavilion Projected Funding Sources		
Item	Amount	Source	Amount	Percent
Restroom and Concession Stand	\$ 360,636	State Infrastructure Grant (Pending)	\$ 255,318	50.00%
Picnic Shelter (3-seasons improvements)	\$ 105,000	City	\$ 130,318	25.52%
Signage and Outdoor Furniture	\$ 30,000	Room Tax Contribution (2026,2027,2028, Confirmed)	\$ 75,000	14.69%
Concession Appliances	\$ 15,000	WEDC Grant or Additional Room Tax (Pending)	\$ 50,000	9.79%
Total =	\$ 510,636	Total =	\$ 510,636	
		Total City Borrowing =	\$ 255,318	
		Actual City Investment =	\$ 130,318	

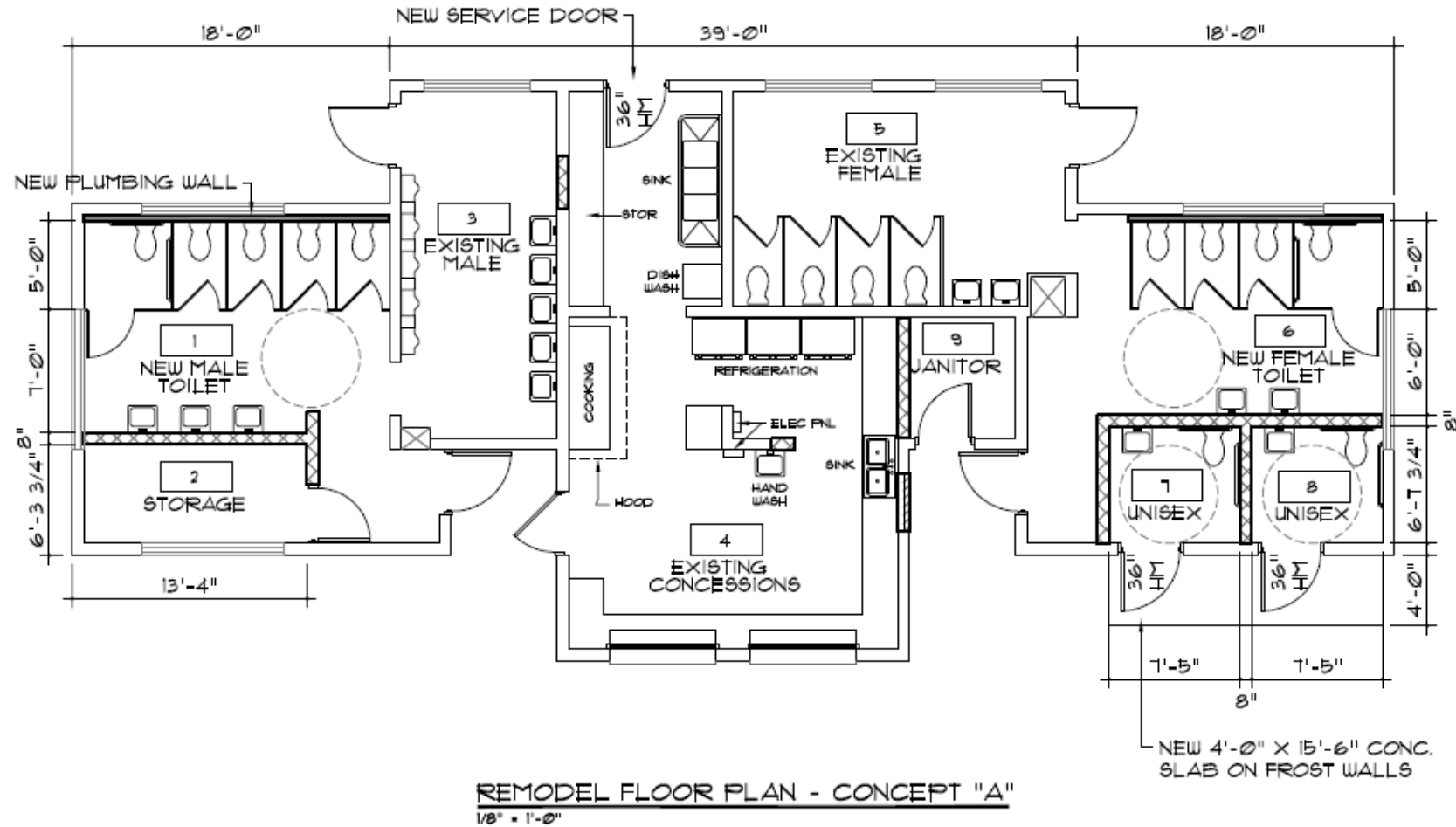
The City will borrow \$255,318 for the Concession Stand Project for 2026. However, the Room Tax Commission has approved \$25,000 per year over the next three years (total of \$75,000) to contribute to the project and pay off the debt. In addition, the Room Tax Commission has committed an additional two years of \$25,000 per year (total of \$50,000) if we are unsuccessful at getting a WEDC Vibrant Spaces grant. This brings the actual city investment down to \$130,318.

Renovation - Concept

- Doubles restroom capacity
- Creates individual/family changing rooms
- Increases the size of the concession stand
- Extends the picnic shelter season farther into spring and fall



Renovation - Concept



Neshotah Beach Concession Stand – Business Plan Options

12/1/2025 City Council Meeting

Section 11, ItemJ.

Option 1 Status Quo

The concession stand typically brings in around \$10,000 in net revenue each year. These funds support the cost of Bands on the Beach and July 4th Fireworks through the special events – special revenue fund. The City secures almost \$50,000 per year in additional sponsorships, donations, and revenue to make all our special events happen.

Pro: Vibrant special event culture in Two Rivers with no taxes covering the cost of bands or the event expenses.

Pro: A consistent revenue stream allows Staff to plan and it places less stress on local businesses to sponsor.

Con: The concession stand does not support the maintenance of Neshotah Beach.

In the event the concession stand revenue no longer goes to Special Events, city staff will need to prioritize raising additional sponsorship and/or selling beer to continue to provide beloved concerts and events. We will move to operating the concession stand with a private contractor. The last time a contractor ran the concession stand the city received 10% of the revenue. This was approximately \$3,500. The concession stand also had inconsistent hours. It may also be difficult to find a private vendor.

Pro: Revenue would support the general fund and beach maintenance.

Con: A contractor would provide less revenue and likely a poorer quality of service for the beach.

Con: P&R loses its most important and consistent revenue stream for Special Events.

Con: The current stand employees 15 people individual who would be out of a job.

City Staff has been brainstorming ways to bring in more revenue with the concession stand and beach. Selling beer from the concession stand, especially during concerts, the City will make a significant amount of revenue. We also would like to expand the menu to have cheeseburgers or chili dogs. This could be done by cooking off-site and holding food at a temperature. Combined with revenue from the paid parking trial, there is an opportunity to split revenue between the Special Events and the General Fund. In this scenario, Special Events would receive the first \$10,000 in revenue and the General Fund would receive anything over that. We project that amount to be as much as \$10,000 or more.

Pro: City special event budget is maintained and the general fund receives an increase from the revenue.

Projected Net Revenue	
Concert Beer Sales	\$3,000
Concession Beer Sales	\$3,000
Concession Food Sales	\$12,000
Beach Paid Parking	\$13,500
Total =	\$31,500

Options 3 General Fund Revenue Sharing

Option 2 Contract Vendor