



**TWO
RIVERS**
WISCONSIN

CITY COUNCIL MEETING

Monday, November 21, 2022 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: Jeff Dahlke, Tracey Koach, Bill LeClair, Darla LeClair, Tim Petri, Jason Ring, Bonnie Shimulunas, Scott Stechmesser, Adam Wachowski
4. **CONSIDERATION OF ANY COUNCIL MEMBER REQUESTS TO PARTICIPATE IN THIS MEETING FROM A REMOTE LOCATION**
5. **PUBLIC HEARING**
6. **INPUT FROM THE PUBLIC**
7. **COUNCIL COMMUNICATIONS**
Letters and other communications from citizens
8. **COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES**
9. **CITY MANAGER'S REPORT**
 - A. Invited Guests
 - B. Status Update/Reports
 1. New Explore Two Rivers Website
 2. Room Tax Update
 3. Fall Leaf Pickup Continues Through November
 4. Winter Parking Ban Begins December 1
 5. 17th Street Construction Project Update
 6. Staffing Updates
 7. Update on Spectrum Go Live
 8. Electric Utility Power Cost Adjustment Clause (PCAC) Continues to Drop in November
 9. Upcoming Events:
 - a. Shop Local Hometown Saturday, November 26, 2022
 - b. Main Street Hometown Christmas Parade, Saturday, November 26, 2022, 5:30 PM, Downtown
 - c. Two Rivers Environmental Advisory Board Educational Series: "The Importance & Benefits of Trees", Wednesday, November 30, 2022, 6:00 PM, Lester Public Library
 10. Other

C. Legislative/Intergovernmental Update

10. CONSENT AGENDA

A. Presentation of Minutes

1. City Council, November 7, 2022

Recommended Action:

Motion to waive reading and adopt the minutes

B. Minutes of Meetings

1. Lester Public Library, October 11, 2022
2. Joint Personnel & Finance with Public Utilities Committee, November 2, 2022
3. Committee on Aging, October 3, 2022
4. Plan Commission, October 10, 2022; November 14, 2022
5. Personnel and Finance Committee, November 10, 2022
6. Environmental Advisory Board, November 15, 2022
7. Business and Industrial Development Committee and Community Development Authority, September 20, 2022

Recommended Action:

Motion to receive and file

C. Department Reports, October 2022

1. City Clerk
2. Community Development
3. Electric
4. Fire
5. Inspections
6. Library
7. Parks & Recreation
8. Police
9. Public Works
10. Safety
11. Water

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. Proposal from Accurate Appraisals Assessing 4-Year Blend Option for \$64,200 per year for 4 years for Assessing Services

Recommended Action:

Motion to direct staff to proceed with actions necessary to authorize Accurate Appraisals for assessing services, as recommended by staff

B. Award of Bid for Central Park West

Recommended Action:

Motion to award the contract to Vinton Construction in its Low Bid Amount of \$899,719.30

C. Proposal for Remounting/Refurbish Ambulance 5 (2011 F-450 Braun Ambulance)

Recommended Action:

Motion to authorize the City Manager to sign the purchase agreement with North Central/Braun Ambulance for a new cab/chassis and box re-mount/rehab of Ambulance 5.

Total cost of \$188,000; down payment of \$60,000 in 2023 from grant funds, balance of \$128,000 to be funded in 2024 for capital budget.

D. Resolution Amending Tax Incremental Financing Property Sale, Cash Grant and Developer's Performance Agreement with YBR Properties, LLC

Recommended Action:

Motion to waive reading and adopt the resolution

(Note: Agenda provides for discussion in closed session if needed)

12. FOR INFORMATION ONLY

- A. City Hall Closed for Thanksgiving, Thursday and Friday, November 24 & 25, 2022
- B. Lester Public Library Open on Friday, November 25, 2022
- C. City Council Invited to March in November 26 Hometown Christmas Parade--Members Planning to Participate?
- D. City Council Work Session Meeting, Monday, November 28, 6:00 PM--Includes Hearing on 2023 Budget
- E. City Council Regular Meeting, Monday, December 5, 2022, 6:00 PM--Includes Action on 2023 Budget
- F. No December Work Session Meeting
- G. Candidacy Packets for City Council Candidates in the April 2023 election are available now. Nomination papers can be circulated starting December 1, 2022 and must be filed on or before Tuesday, January 3, 2023 at 5:00 PM in the City Clerk's Office. Notification of Non-Candidacy by current Council Members must be filed by Friday, December 23, 2022 at 5:00 PM in the City Clerk's Office

13. CLOSED SESSION

The City Council reserves the right to enter into Closed Session, per Wisc. Stats 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.

--Consider Resolution Amending Tax Incremental Financing Property Sale, Cash Grant and Developer's Performance Agreement with YBR Properties, LLC

14. RECONVENE IN OPEN SESSION

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

15. ADJOURNMENT

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

Please note, upon reasonable notice, efforts will be made to accommodate the needs to disabled individuals through appropriate aids and services. For additional information or to request this service, please contact the Office of the City Manager by calling 793-5532.

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 COUNCIL MEETING

Monday, November 07, 2022 at 6:00 PM

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

MINUTES

1. CALL TO ORDER

The meeting was called to order by Council President Wachowski at 6:02 PM.

2. PLEDGE OF ALLEGIANCE

3. MOMENT OF SILENCE IN HONOR OF FORMER CITY COUNCIL MEMBER DAVID L. TICE, SR. (Served on City Council 2004-2005), Who Passed Away on October 17, 2022

4. ROLL CALL BY CITY CLERK

Councilmembers: Jeff Dahlke, Bill LeClair, Darla LeClair, Tracey Koach, Tim Petri, Jason Ring, Bonnie Shimulunas (arrived at 6:12 PM), Scott Stechmesser, Adam Wachowski

ALSO PRESENT: Dave Buss, Finance Director; Jeff Dawson, Library Director; Brian Delleman, Electric Utility Director; Steve Denzien, Fire Chief; Steven Gretz, Electric Meter Technician; Matt Heckenlaible, Public Works Director; Brian Kohlmeier, Police Chief; Mike Mathis, Parks & Recreation Director; Ben Meinnert, Assistant Police Chief; Jodi Miller, Community Service Officer; Rick Powell, IT Supervisor; Elizabeth Runge, Community Development Director/City Planner; Bo Skornicka, Certified Water Operator; Andrew Sukowaty, Water Utility Director; Jack Bruce, City Attorney; and Greg Buckley, City Manager

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

None.

6. PUBLIC HEARING

A. Public Hearing for the Ordinance Adopting the City of Two Rivers 20-Year Comprehensive Plan Update Pursuant to Wisconsin Statutes Section 66.1001

Recommended Action:

Motion to waive reading and adopt the ordinance

The public hearing was opened by Council President Wachowski and three calls for public input were made. There was no one present and wishing to comment on the Comprehensive Plan update.

Motion carried upon a roll call vote.

Motion made by Stechmesser, Seconded by B. LeClair.

Voting Yea: Dahlke, B. LeClair, D. LeClair, Koach, Petri, Ring, Stechmesser, Wachowski

7. INPUT FROM THE PUBLIC

Mark Grams, representing Two Rivers Historical Society, 1622 Jefferson Street - Mr. Grams encouraged the Council and community members to become members of the Two Rivers Historical Society. He shared the Two Rivers Historical Society's quarterly newsletter with those

Councilmembers that are not already members. He indicated they are also looking for a members on their Board.

8. COUNCIL COMMUNICATIONS

Letters and other communications from citizens

Councilmember Dahlke reported on the following:

- He received a question on when the meetings going to be televised again on Spectrum. Mr. Buckley will get an update from Spectrum for the next meeting.
- He received many leaf pickup complaints. Mr. Buckley indicated that there are a few employees out on leave and staff is down one person with the vacancy in the foreman position, they are doing the best they can and putting in extra hours to perform leaf pickup operations.
- He received a question on whether the City makes money on the Sandy Bay Highlands Subdivision lot sales? Mr. Buckley indicated that with the discount on the recent lot sales there is a slight loss.
- Is the City engaging in a 360 degree review of the City Manager? He suggested it be discussed at a future Personnel and Finance Committee meeting.
- He received a suggestion that crossing guards be present in the future during downtown Trick or Treat.
- Shout out to the Public Works Department for their concrete work on Adams Street.

Council President Wachowski reported on the following:

- He also received calls regarding leaf pickup.
- He received a question on whether the City has considered moving the welcome sign along Memorial Drive to the south end of the City-owned wayside. Mr. Buckley reported that there is substantial cost involved with moving the sign and that those funds are not currently budgeted, but it could be looked at in the future.

9. COUNCIL REPORTS FROM BOARDS/COMMISSIONS/COMMITTEES

Councilmember D. LeClair reported that the next Environmental Advisory Board meeting is Tuesday, November 15 at 5:30 PM at City Hall. The EAB is working on a utility bill insert about green infrastructure, gardening, and the benefit of trees. They are also exploring the idea of recording the winter educational series at the Lester Public Library for the City's website. The first educational program is on November 30th on the Importance and Benefits of Trees with Tracy Salisbury of the WI DNR from 6:30-7:30PM at the Lester Public Library.

Two Rivers Main Street is awaiting news of a grant award from the West Foundation. The grant is highly competitive. Main Street is also looking for artists who are interested in participating in the 2023 banner art program to be displayed along Washington Street.

Councilmember Dahlke reported that he was unable to attend the Personnel and Finance Committee meeting last week, but asked that Council President Wachowski provide a recap. Wachowski reported that the Committee recommended to Council adoption of the Utility budgets as presented with a few changes.

Council President Wachowski reported that the Advisory Recreation Board is working on a Neshotah Park Master Plan.

10. CITY MANAGER'S REPORT

A. Invited Guests

1. New Employees:

- a. Jodi Miller, Community Service Officer
Chief Kohlmeier introduced Jodi Miller as the City's first full-time Community Service Officer in more than 20 years. Jodi's primary duties are caring for

quality-of-life issues, animal control, and parking enforcement. Prior to the City she worked for the Manitowoc County Sheriff's Department for 13 years, most recently as a Jail Sergeant.

- b. Bo Skornicka, Certified Water Operator
Water Utility Director Andrew Sukowaty introduced Bo Skornicka as a new hire in the position of Certified Water Operator. Bo is a native of Two Rivers and most recently worked for Michels Corporation.
 - c. Steven Gretz, Electric Meter Technician
Electric Utility Director Brian Dellemann introduced Steven Gretz as a new hire in the position of Electric Meter Technician. Steven holds a Journeyman Industrial Electrician license and plans to pursue his Master Electrician license.
2. Schmitt Family Check Presentation for Schmitt Brothers Stage in Central Park West
Mr. Buckley reported that the fundraising efforts for the Central Park West 365 Project have been successful thus far. The Schmitt Family was present and provided an update on their contribution of \$100,000+ for the Schmitt Brothers Stage which will be featured at the north end of Central Park West. Many members of the Schmitt Family were in attendance to present a check for \$122,762.00 towards the Schmitt Brothers Stage.
3. Updates on Central Park West 365 Project
- a. Fund-Raising
Fundraising for the overall \$800,000 fundraising goal is at \$746,071 received to date, just over 93% of the fundraising goal. The City will also be seeking a Vibrant Spaces grant through Wisconsin Economic Development Corporation. Mr. Buckley announced a \$7,500 donation recently received from Nicolet National Bank.
 - b. Project Bids Opened October 26, 2022
Mr. Buckley also reported on the bid opening for the Central Park West 365 Project held on October 26. The bids were for all site work and improvements south of the new stage and lawn area. The designer's cost estimate was \$946,600 and two bids were received. Vinton Construction's bid was \$899,719.30 and Koenig Construction's bid was \$946,950.20. These bid numbers are pending confirmation of pricing on all items to be direct-purchased by the City, the contract award will be on the November 21 Council agenda.

B. Overview of Proposed 2023 City Budget

Mr. Buckley provided an overview of the proposed 2023 Budget. The 2023 budget, with all funds taken into account, is a \$43 million annual operation. Major fund types include tax-supported funds, utility funds, special revenue funds, and capital projects funds.

Tax-supported funds include the:

- General Fund: Operating budgets that include Police, Fire, Public Works, Parks & Rec, and General Government. 2023 proposed budget is \$11,142,949, an increase of 2.9% or \$19,500 over 2022, funded \$2.25 million from property taxes. Proposed spending covers maintaining current full-time staffing levels, upgrading an Engineering Tech position from part-time to full-time, pay raises for Police and Fire, per negotiated contracts, 3% pay raises for non-union employees, and a health insurance premium increase of 7.2%.
- Library Budget: 2023 proposed budget is \$892,817, funded \$631,287 from property taxes (unchanged from 2022 with no property tax increase proposed).

- Debt Service Budget: 2023 proposed budget is \$2,802,820, funded \$2,518,600 by property taxes. This is a \$137,837 proposed increase, to cover debt service on capital projects from prior years.

The Utility Fund budgets total \$16.7 million, supported wholly by user charges with no tax support. There are no rate changes proposed for 2023.

Utility Fund budgets include:

- Electric: Operating expenses \$9,822,780, up 8.18%; budgeted purchased power costs account for most of that increase with the balance of the budget up 0.31%.
- Water: Operating expenses \$2,813,625, up 4.29%; mostly due to returning the Property Tax Equivalent to a normal level and increased depreciation.
- Wastewater: \$2,770,966, up 10.18%; of that amount, 6.3% is due to an increase in depreciation (a non-cash expense); 2% is due to increased allowance for collection system repairs. Balance of increase largely due to chemicals, utilities, and personnel costs.
- Stormwater: \$404,042, up 9.86% due to more planned activity.
- Solid Waste: \$854,059, up 4.6% due to personnel costs, increased refuse volumes, and more street sweeping.
- Telecom: \$15,885, unchanged from 2022.

Major Capital Projects and purchases budgeted for 2023 total \$5.8 million, including:

- Completing purchase of Hamilton Property for Redevelopment (\$1.5 million)
- Street work, including reconstruction of Lincoln Street from 17th Street to 22nd Street, and resurfacing of Zlatnik from 17th Street to Pierce Street (\$1.1 million)
- Construction of the Central Park West 365 Project (\$1.65 million)
- A major new playground at Neshotah Park (\$400,000)
- Replacing a DPW dump/plow truck (\$300,000)
- Replacing one Police patrol unit (\$50,000)
- \$116,000 for other Police equipment
- \$111,000 for Fire vehicles and equipment

The budget will be available for review online at www.two-rivers.org effective November 11, and available for inspection at City Hall and the Lester Public Library. The public hearing on the budget will be at 6:00 PM on November 28 with final action by the City Council on December 5 at 6:00 PM.

C. Status Update/Reports

1. Police & Fire Commission Appoints Assistant Chief Ben Meinnert as Next Chief of Police
Mr. Buckley reported that Assistant Chief Ben Meinnert was selected by the Police and Fire Commission as the City's next Chief of Police upon Chief Kohlmeier's retirement.
2. General Election, Tuesday, November 8, 2022, Polls Open 7:00 AM-8:00 PM
Mr. Buckley reported that polls will be open from 7:00 AM to 8:00 PM at the City's two polling locations on Tuesday, November 8. Wards 1-5 vote at St. Peter the Fisherman Parish Center at 3201 Mishicot Road and Wards 6-8 vote at Abundant Life Church at 1969 Roosevelt Ave. City Clerk Jackson reported that 1,545 absentee ballots were issued to voters for this election. Of those, 658 were voted during in-person absentee voting at City Hall. Anyone still holding onto a mailed absentee ballot has until the time the polls close to return their ballot to their respective polling location.
3. 17th Street Project Update
Mr. Buckley reported that crews are finishing up sidewalks, driveway approaches, and handwork along the 17th Street reconstruction project.

4. Personnel Updates
Mr. Buckley highlighted Jodi Miller, Bo Skornicka, and Steven Gretz, the three new hires that were introduced as Invited Guests.
5. Washington Park Pickleball and Tennis Courts
Mr. Buckley reported that the base has been poured for the Washington Park pickleball and tennis court renovation. The top coat will be poured yet this year and the remainder of the work will be completed in 2023.
6. Leaf Collection Continues Through November
Mr. Buckley reported that leaf collection continues through November or longer if the need warrants and weather permits.
7. Upcoming Events:
Mr. Buckley reported on the following upcoming events:
 - a. Ink & Drink, Friday, November 18, 2022, 5:30-8:30 PM, Hamilton Wood Type & Printing Museum
 - b. Shop Hometown Two Rivers, Saturday, November 26
 - c. Hometown Christmas Parade, Saturday, November 26, 5:30 PM, Downtown
8. Other
Mr. Buckley reported on a proposed tax incremental financing, property sale, cash grant, and developer's performance agreement being reviewed in closed session to assist with redevelopment of a portion of the former Eggers Industries downtown plant site, now owned by the City. The Developer, YBR Properties, LLC proposed for purchase just over one acre of the 3.5 acre site, to construct a new, 50-unit market rate apartment building at an estimated cost of \$13 million. YBR Properties, LLC, working with CR Structures as the construction contractor, is also the developer for the Brin Project and Banta Village in Menasha.

Jeff Peterson of CR Structures was present to answer any questions regarding the proposed development project. Councilmembers questioned additional phases to the project, total bedrooms in the units for the first phase, and a potential commercial mix in future phases.

- D. Legislative/Intergovernmental Update
None.

11. CONSENT AGENDA

A. Presentation of Minutes

1. City Council, October 17, 2021
2. City Council Work Session, October 24, 2022
Recommended Action:
Motion to waive reading and adopt the minutes

B. Minutes of Meetings

1. Personnel & Finance Committee, October 6, 2022
2. Personnel & Finance Committee, October 12, 2022
3. Architectural Control Committee, October 17, 2022
4. Police & Fire Commission, October 18, 2022
5. Environmental Advisory Board, September 20, 2022; October 18, 2022
6. Personnel & Finance Committee, October 20, 2022
7. Personnel & Finance Committee, October 26, 2022
Recommended Action:
Motion to receive and file

- C. Summary of Verified Bills for the Month of October for \$2,803,322.60

Recommended Action:

Motion to receive and file

- D. Finance Reports, September 2022

1. Debt Service
2. General Fund
3. Lester Library
4. Utilities Report

Recommended Action:

Motion to receive and file

- E. Set Pubic Hearing on Proposed 2023 City Budget

Recommended Action:

Motion to set Public Hearing for November 28, 2022 at 6:00 PM

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 Shimulunas, Seconded by Koach.

Voting Yea: Dahlke, B. LeClair, D. LeClair, Koach, Petri, Ring, Shimulunas, Stechmesser, Wachowski

12. CITY COUNCIL - FORMAL ITEMS

- A. Information on Possible Changes to Golf Cart Ordinance to be Considered at Council Meeting on January 16, 2023

Mr. Buckley reviewed a memo provided to Council regarding Council and citizen concerns on golf cart use. The memo was prepared to be consistent with the discussion at the October 24, 2022 Work Session meeting, to include topics of possible changes to be discussed at the Council meeting on January 16, 2023.

Possible changes are noted to include:

- Prohibiting golf carts from operating on certain high traffic streets in the City, except to cross those streets
- Possible prohibition on unsecured, rear facing passengers under the age of 12 in the rear most seat of the golf cart

Motion to adopt what was presented by the City Manager.

Motion made by Dahlke, Seconded by Stechmesser.

Motion to make the following additions to what was proposed by the City Manager:

- Operation only during daylight
- Restrictions or possible prohibition on all riders in a rear facing seat without seatbelts
- Increased registration fee

Motion made by Dahlke, Seconded by Stechmesser.

Voting Yea: Dahlke, B. LeClair, D. LeClair, Koach, Petri, Ring, Shimulunas, Stechmesser, Wachowski

13. FOR INFORMATION ONLY

- A. City Council Regular Meeting, Monday, November 21, 2022, 6:00 PM
- B. City Council Work Session Meeting, Monday, November 28, 6:00 PM
- C. No December Work Session Meeting

14. CLOSED SESSION

Motion to enter into Closed Session at 7:55 PM, per Wisc. Stats 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: Review Proposed Tax Incremental Financing Property Sale, Cash Grant and Developer's Performance Agreement with YBR Properties, LLC Regarding Land Sale and City TIF Assistance for Redevelopment Project on the Former Eggers Industries Downtown Site.

Motion carried with a roll call vote.

Motion made by Shimulunas, Seconded by D. LeClair.

Voting Yea: B. LeClair, D. LeClair, Koach, Petri, Ring, Shimulunas, Stechmesser, Wachowski

Voting Nay: Dahlke

15. RECONVENE IN OPEN SESSION

Motion to reconvene in open session to consider possible actions in follow-up to closed session discussions at 8:42 PM.

Motion carried with a voice vote.

Motion made by Petri, Seconded by Stechmesser.

Voting Yea: Dahlke, B. LeClair, D. LeClair, Koach, Petri, Ring, Shimulunas, Stechmesser, Wachowski

- A. Consider Approval of Proposed Tax Incremental Financing Property Sale, Cash Grant and Developer's Performance Agreement with YBR Properties, LLC Regarding Land Sale and City TIF Assistance for Redevelopment Project on the Former Eggers Industries Downtown Site

Motion to approve the proposed tax incremental financing property sale, cash grant, and developer's performance agreement with YBR Properties, LLC regarding land sale and City TIF assistance for redevelopment project on the former Eggers Industries downtown site with an amendment that the developer is to disclose the membership of the LLC to the City upon entering into the agreement and that any subsequent assignee LLC would have the same membership until project completion.

Motion carried with a roll call vote.

Motion made by B. LeClair, Seconded by Koach.

Voting Yea: B. LeClair, D. LeClair, Koach, Petri, Ring, Shimulunas, Stechmesser, Wachowski

Voting Nay: Dahlke

16. ADJOURNMENT

Motion to dispense with the reading of the minutes of this meeting and adjourn at 8:45 PM.

Motion carried with a voice vote.

Motion made by Dahlke, Seconded by Petri.

Voting Yea: Dahlke, B. LeClair, D. LeClair, Koach, Petri, Ring, Shimulunas, Stechmesser, Wachowski

Respectfully submitted,

Jamie Jackson
City Clerk

Section 10, Item A.



LIBRARY BOARD MEETING

Tuesday, October 11, 2022 at 6:00 PM

Community Room - Lester Public Library
1001 Adams Street, Two Rivers, WI 54241

MINUTES

1. **CALL TO ORDER** – President Palmer called the meeting to order at 6:00 PM.
2. **ROLL CALL**
Board Members Present: David Pennefeather, Sharon Sleger, Katie Stone, Ned Guyette, Tracey Koach, Kathryn Gadd, and Stanley Palmer. Absent and Excused: Mary Glaser and Don Weiss. Also present: Terry Ehle, Youth Services Coordinator; and Jeff Dawson, Director.
3. **PUBLIC COMMENT** – None
4. **APPROVAL OF BOARD MEETING MINUTES**
Motion to approve the minutes from the September 13, 2022 meeting made by Koach, second made by Guyette. Voice vote carried unanimously.
5. **RECEIVE AND FILE EXPENDITURE AND FINANCIAL REPORTS**
Motion to receive and file the expenditure and financial reports from September, 2022, made by Pennefeather, second made by Koach. Voice vote carried unanimously.
6. **BOARD MEMBER COMMENT**
Gadd noted the Silk Scarf craft program was great fun and full; she also appreciates the variety of youth programs at the library. Sleger agreed, the adult craft programs are very good and it is important to register early to ensure a seat.
7. **BOARD EDUCATION**
Terry Ehle, Youth Coordinator, presented a report on the 2022 Summer Reading Program and toured the Board through the new dramatic play environment – Camp ReadAlot.
8. **DIRECTOR'S REPORT**
Dawson fielded questions concerning his report.
9. **COMMUNICATIONS**
 - A. Library eLinks – October edition of the monthly online newsletter
 - B. Raider Reporter Article
 - C. Read Woke Online Reading Challenge Complaint
Dawson presented the complaint for Board review and discussion.
10. **REPORT FROM CITY COUNCIL REPRESENTATIVE**
City hired a new Public Works Director; 17th Street construction should be complete by the end of October; it is budget season for the City.
11. **REPORT FROM SCHOOL DISTRICT REPRESENTATIVE**
This month is National Principals Month and this week is School Lunch Appreciation Week; Friday is Professional Growth Day.

12. REPORT FROM COUNTY REPRESENTATIVE

November 16 the recycling center on Woodlawn will close for the season and Basswood will have new hours – M-F 7 to 4 and Sat. 8 to 12. Tonight, the County Executive is presenting his proposed budget to the County Board, October 31 is the public hearing at the Heritage Building in Manitowoc.

13. UNFINISHED BUSINESS

- A. COVID-19 Update provided by Dawson.
- B. Motion to approve the amended changes to the Collection Development Policy made by Koach, second made by Sleger. Voice vote carried unanimously.

14. NEW BUSINESS

- A. Motion to waive reading and adopt the Resolution of Gratitude for Tom Van Horn made by Guyette, second made by Gadd. Voice vote carried unanimously.
- B. Dawson presented the 2023 library budget for review.

15. BOARD EDUCATION – None**16. CLOSED EXECUTIVE SESSION - None****17. ADJOURNMENT**

Motion to adjourn made by Koach, second made by Guyette. Voice vote carried unanimously.
Meeting adjourned at 8:08 PM.

Respectfully submitted by Jeff Dawson



**TWO
RIVERS**
WISCONSIN

JOINT PERSONNEL AND FINANCE COMMITTEE AND UTILITY COMMITTEE MEETING

Section 10, ItemB.

Wednesday, November 02, 2022 at 6:00 PM

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

MINUTES

1. CALL TO ORDER

Acting Chairperson Bonnie Shimulunas called to order the Personnel & Finance Committee meeting at 6:16 PM.

Chairperson Darla LeClair called to order the Public Utilities Committee Meeting at 6:16 PM.

2. ROLL CALL

Personnel & Finance Committee Members Present: Bonnie Shimulunas, Adam Wachowski
Excused: Jeff Dahlke

Public Utilities Committee Members Present: Darla LeClair, Tim Petri
Excused: Jason Ring

Also Present: Scott Ahl, Civil Engineer; Dave Buss, Finance Director; Brian Dellemann, Electric Utility Director; Matt Heckenlaible, Public Works Director; Andrew Sukowaty, Water Utility Director; and Greg Buckley, City Manager.

3. 2023 BUDGET--Review of Utility Budgets

A. Electric

Electric Utility Director Brian Dellemann presented the proposed Electric Utility Budget for 2023. The proposed budget includes no increase in billing rates, a 3% cost of living increase plus an extraordinary wage increase of 5% to keep pay rates competitive with comparable utilities, no changes in staffing levels or anticipated retirements, and a seasonal summer employee budgeted at 450 hours. The proposed extraordinary pay increases are key to successful employee recruitment and retention, consistent with city goals and objectives. Wage information for other Wisconsin municipal electric utilities was presented. The capital project plan was also reviewed.

Revenues are projected using an 8-year average consumption, 2022 annualized consumption, adjustments for load added in the year, and estimated usage on new loads coming on the system in the budget year, including a factor to assume continuing high PCAC adjustments.

Personnel & Finance Committee Motion: Motion by Wachowski to recommend to Council adoption of the Electric Utility budget as presented, with the exception that the extraordinary wage adjustment be decreased from 5% to 2.5%. Seconded by Shimulunas. Motion carried.

Public Utilities Committee Motion: Motion by LeClair to recommend to Council adoption of the Electric Utility budget as presented, with the exception that the extraordinary wage adjustment be decreased from 5% to 2.5%. Seconded by Petri. Motion carried.

B. Telecommunications

Electric Utility Director Dellemann presented the Telecommunication Utility Budget. A capital project for 2023 includes downtown and beach public wi-fi improvements totaling \$35,000.

Personnel & Finance Committee Motion: Motion by Wachowski to recommend to Council adoption of the Telecommunications Utility budget as presented. Seconded by Shimulunas. Motion carried.

Public Utilities Committee Motion: Motion by Petri to recommend to Council adoption of the Telecommunications Utility budget as presented. Seconded by LeClair. Motion carried.

C. Water

Water Utility Director Andrew Sukowaty presented the proposed Water Utility Budget for 2023. The proposed budget includes continuing to hire a temporary, seasonal staff member for general maintenance with no other significant changes in full-time staffing, no change in billing rates, a mandated corrosion control program, and a 3% cost of living increase plus an extraordinary wage increase of 3% to keep pay rates competitive with comparable utilities. Wage information for other Wisconsin municipal electric utilities was presented. The capital project plan was also reviewed.

The budget includes an increase in the property tax equivalent payment back to the PSC calculated amount. The City Council had "frozen" this amount in past years to aid the Water Utility in recovery from its negative cash situation. The proposed property tax equivalent payment increases \$91,572 in 2023.

Personnel & Finance Committee Motion: Motion by Wachowski to recommend to Council adoption of the Water Utility budget as presented. Seconded by Shimulunas. Motion carried.

Public Utilities Committee Motion: Motion by LeClair to recommend to Council adoption of the Water Utility budget as presented. Seconded by Petri. Motion carried.

D. Wastewater

Public Works Director Matt Heckenlaible and Civil Engineer Scott Ahl presented the proposed Wastewater Utility Budget for 2023. The proposed budget includes some reallocation of wage expenses including an increase for the Engineering Technician from a 70% position to a full-time position. Many of the other increases are expenses are due to increases in chemical costs and budgeting for additional catastrophic events.

Personnel & Finance Committee Motion: Motion by Wachowski to recommend to Council adoption of the Wastewater Utility budget as presented. Seconded by Shimulunas. Motion carried.

Public Utilities Committee Motion: Motion by Petri to recommend to Council adoption of the Wastewater Utility budget as presented. Seconded by LeClair. Motion carried.

E. Storm Water

Public Works Director Matt Heckenlaible and Civil Engineer Scott Ahl presented the proposed Storm Water Utility Budget for 2023. The proposed budget includes some reallocation of wage expenses including an increase for the Engineering Technician from a 70% position to a full-time position.

Personnel & Finance Committee Motion: Motion by Wachowski to recommend to adoption of the Storm Water Utility budget as presented. Seconded by Shimulunas. Motion carried.

Public Utilities Committee Motion: Motion by Petri to recommend to Council adoption of the Storm Water Utility budget as presented. Seconded by LeClair. Motion carried.

F. Solid Waste

Public Works Director Matt Heckenlaible and Civil Engineer Scott Ahl presented the proposed Solid Waste Utility Budget for 2023. The proposed budget includes an increase in street sweeping costs. There are no budgeted rate or sticker fee increases.

There was discussion of possibly moving the street sweeping function from this fund to the Storm Water Fund in the future, for two reasons: 1. Street sweeping is paid for in many cities from their storm water funds, because it related to storm water permit compliance. 2. To avoid the need for any increase in the Environmental Fee or sticker fees.

Personnel & Finance Committee Motion: Motion by Wachowski to recommend to Council adoption of the Storm Water Utility budget as presented. Seconded by Shimulunas. Motion carried.

Public Utilities Committee Motion: Motion by Petri to recommend to Council adoption of the Storm Water Utility budget as presented. Seconded by LeClair. Motion carried.

4. NEXT MEETING --THURSDAY, NOVEMBER 10, 2022, 6:00 PM

5. ADJOURNMENT

Personnel & Finance Committee Motion: Motion by Wachowski to adjourn the meeting at 9:43 PM. Seconded by Shimulunas. Motion carried.

Public Utilities Committee Motion: Motion by LeClair to adjourn the meeting at 9:43 PM. Seconded by Petri. Motion carried.

Respectfully Submitted,

Jamie Jackson
City Clerk



**TWO
RIVERS**
WISCONSIN

COMMITTEE ON AGING MEETING

Monday, October 3, 2022 at 8:30 AM

Senior Center Library - Senior Center 1520
17th Street, Two Rivers, WI 54241

MINUTES

1. CALL TO ORDER

Meeting called to order by Jerome Schubring seconded by Lenore McDonough, motion carried.

2. ROLL CALL

Committee Members Jerome Schubring, PJ Stephens, Lenore Mc Donough, Mike Mathis, Jo Yungerman, Kyle Kornek, Bill LeClair, Nichole Benthien, Tim Klinkner, Bridget Klein, Mike Carty, Mary Slattery, and Heather Ihlenfeldt

3. INPUT FROM PUBLIC

Referendum presentation by Two Rivers School District, answered questions by board members regarding student body growth. Growth has been positive.

4. CORRESPONDENCE AND PRESS

5. COMMITTEE REPORTS

A. County Aging Unit - Wendy Hutterer unable to attend.

B. City Council - Bill LeClair-City council update:

Utility bill increases due to august warmer and humid days, 34 billing days in August purchase power adjustment. Call customer service for any issues. EAB-to promote environmental lectures. Working on 20 year city plan-west central park. Tennis Courts resurfaced where there will be 6 Pickle courts. Ordinance on bikes reviewed. Kids 12 and under may ride on sidewalks with parents. Washington, still no bikes. There are signs to walk bikes in residential areas. Golf carts are allowed but must be inspected and registered with city.

C. Recreation Department Programs – Mike Mathis:

Presentation about adaptive paddling training. Looking into Kayak fleet for programs. This would be minimal cost to the city, and the goal is to build the market for businesses that sell this equipment, and promote water sports in the city. Currently looking for a life guard for open swim at High School. Cool City Brewery will be using a portion of the 18th street parking lot at the Community House.

D. Senior Center – Heather Ihlenfeldt

Upcoming Health and Information fair October 20th from 8-12 at the community house. Sent out a survey at the end of September, many responses have come in so far, and will use it to plan next year's activities, fundraisers, trips, and so on.

E. TRIAD- Officer Ben Meinnert unable to attend

F. TWO RIVERS SCHOOL SYSTEM:

Kyle Kornek – Referendum presentation

6. NEW BUSINESS

7. CONTINUING BUSINESS

Next meeting will take place Monday, October 3rd 2022 at 8:30 am in the Senior Center Library with Diane Johnson from TR School district speaking about the referendum.

8. ADJOURNMENT

Motion to adjourn Lenore McDonough seconded by Kyle Kornek

Please note, upon reasonable notice, efforts will be made to accommodate the needs to disabled individuals through appropriate aids and services. For additional information or to request this service, please contact the Office of the City Manager by calling 793-5532.

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.



**PLAN COMMISSION
OCTOBER 10, 2022**

MINUTES

1. Call to Order

Chairman Buckley called the meeting to order at 5:30 PM.

2. Roll Call

Commission Members: Greg Buckley, Rick Inman, Kay Koach, Kristin Lee, Scott Ahl, Eric Pangburn, Adam Wachowski

All members were present.

Also Present: Councilmember Bonnie Shimulunas, Community Development Director Elizabeth Runge, and Director of Public Works Heckenlaible

Action Items

- A. Review extraterritorial Certified Survey Map located in the Northwest ¼ of the Southeast ¼ and the Southwest ¼ of the Southeast ¼ of Section 29. Twon 20 North, Range 24 East in the Town of Two Rivers, submitted by Joseph and Donna Petska and Michael and Katheryn Ferry (Property Owners).

Motion to: Recommend approval of the extraterritorial Certified Survey Map.

Result: Approved by Roll Call Vote

Mover: Adam Wachowski

Seconder: Eric Pangburn

Voting For: Gregory Buckley, Rick Inman, Kay Koach, Kristen Lee, Scott Ahl, Eric Pangburn, Adam Wachowski

Voting Against: None

- B. Continue review and recommend modifications to the driveway regulations.

Discussion continued with the Plan Commission members over the draft. The commission will continue a review based on discussion from this meeting and begin a review of covered parking as it relates to driveways.

- C. 20 Year Comprehensive Plan Update

Staff updated the Commission that the plan will be presented at the October 24, 2022 City Council work session. During this time the plan is available on the City's website, and the summary posters are in Council Chambers. The proposed timeline is to have the Public Hearing at the City Council November 7th meeting with a resolution for adoption at the this same meeting.

4. Adjournment

Motion to: Adjourn at 7:00 PM

Result: Approved by Voice Vote

Mover: Adam Wachowski

Second: Kay Koach

Voting For: Rick Inman, Kay Koach, Kristen Lee, Scott Ahl, Eric Pangburn, Adam Wachowski

Voting Against: None

Elizabeth Runge, Recording, Secretary



PLAN COMMISSION

Monday, November 14, 2022 at 5:30 PM

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

MINUTES

1. CALL TO ORDER

Chairman Buckley called the meeting to order at 5:32 PM.

2. ROLL CALL

Present: Greg Buckley, Kay Koach, Matt Heckenlaible, Kristin Lee, Eric Pangburn, Adam Wachowski and Rick Inman.

Also Present: Community Development Director Elizabeth Runge serving as recording secretary and Curt Andrews.

3. ACTION ITEMS

- A. Review Site and Architectural Plan for 2023 Washington Street, submitted Vision Architecture, LLC Wine Not LLC (property owners)

Staff presented the site plan and the submitted narrative from the applicant.

A motion to approve the site plan with the conditions of the staff report including that any additional requirements identified by the city engineering, utility and/or water department, a sign permit is submitted, elevations/contour for the site are to be added to the final site plan, water, sanitary and storm sewer services are to be added to the final site plan and all permits are to be obtained prior to construction. Added to approval is the option for outside trash storage on the southeast corner of the building, should the owners decide in the future to exercise this alternative. Excluded from the motion is the staff condition to narrow the driveway entry onto 21st Street.

Motion made by Wachowski, seconded by Pangburn

Voting Yea: Inman, Koach, Lee, Wachowski

Voting No: Buckley, Heckenlaible

Motion carried

- B. Review of the proposed ordinance to amend Municipal Code Section 10-1-3, entitled " Zoning District Maps" and to repeal and recreate Sections 10-2-1 through 10-2-10 to comply with requirements of the Federal Emergency Management Agency and the Wisconsin Department of Natural Resources.

Staff provided an overview of the process the update the ordinance update using a template provided by the Wisconsin DNR along with the issuance of new Flood Insurance Rate Maps (FIRMs).

A motion was made to approve the proposed ordinance with the addition of direction clarify if the “Revised date of February 2023” that appears on the on the FIRM maps and included in the ordinance means the “effective” date.

Motion made by Pangburn, seconded by Koach

Motion carried upon a unanimous voice vote.

Motion carried

Voting Yea: Buckley, Heckenlaible , Inman, Koach, Lee, Pangburn, Wachowsk

4. ADJOURNMENT

Motion to adjourn at 6:20 PM.

Motion made by Koach, seconded by Lee.

Motion carried upon a unanimous voice vote.

Voting Yea: Ahl, Inman, Koach, Lee, Wachowski.

**CITY OF TWO RIVERS CITY COUNCIL
PERSONNEL AND FINANCE COMMITTEE
Thursday, November 10, 2022
6:00 PM
City Council Chambers – City Hall**

Section 10, ItemB.

Call to Order

The meeting was called to order by Committee Chairman Dahlke at 6:04 PM

Roll Call

Committee Members present were Jeff Dahlke and Adam Wachowski. Committee Member Bonnie Shimulunas arrived at 6:52 PM. Members of City Staff present were Gregory Buckley, City Manager; and David Buss, Finance Director.

2023 Budget Review

City Manager Buckley reviewed remaining Special Revenue funds that have not been covered to date. The Committee discussed the revenue sources and uses of funds. Committee also discussed the potential use of donation boxes at places like the kayak launches and bike trail to raise funds for future improvements and maintenance.

In the Tree Planting Fund (263), City Manager Buckley recommended that a higher percentage of the Environmental Fee be allocated to this fund, in affect doubling the revenue in this fund to \$42,000, with an offsetting reduction in the percentage of the environmental fee allocated to the Landfill Capital Fund. That would require a resolution of adopted by the City Council separate from the budget resolutions. This will allow for increased funding of tree removals as Emerald Ash Borer takes its toll on public trees, and for a more aggressive tree planting program.

A new Concessions fund is included in this year's budget to account for concessions activity that was recently brought back "in-house" after recent years of contracting out this service.

Motion made by Wachowski, seconded by Dahlke, to recommend all Special Revenue funds for approval to City Council. Motion carried.

City Manager Buckley discussed the Capital Project changes that have been made since the committee's initial review. The reduced proposed borrowing recommended is \$1,813,500, and reduction of \$269,500 from the original presentation of these budgets. City Manager Buckley presented potential cost of borrowing after receiving information from our representative at Baird. Committee discussed various financing options. The committee reviewed detailed information on the Capital Funds.

Motion made by Wachowski, seconded by Shimulunas, to recommend all Capital Project funds as presented for approval to City Council, including the reallocation of the Environmental Fee in the Landfill Fund and moving \$50,000 from Central Park Capital to Parks and Recreation Capital for contingency funding for projects within City Parks inclusive of Central Park West, Neshotah Park lighting and Neshotah Park play equipment. Motion carried.

Finance Director Buss discussed the changes to Debt Service budget from what was presented previously. The property tax levy for Debt Service will increase \$137,873 from the 2022 levy. Motion by Wachowski, seconded by Shimulunas, to recommend the Debt Service fund for approval to the City Council. Motion carried.

City Manager Buckley presented a General Fund Budget Summary in follow-up to the detailed budgets presented at prior meetings. The committee discussed the budgeted contingency and reappropriated surplus changes that were made. Motion by Shimulunas, seconded by Wachowski, to recommend the General Fund for approval to the City Council. Motion carried on a 2-1 vote, with Dahlke voting no.

City Manger Buckley presented a history of recent City tax rates for the committee's information.

City Manager Buckley reviewed the Property Tax levy in support of the Library budget. There is no in the levy from the previous year. Motion by Wachowski, seconded by Dahlke, to recommend the Library's requested Tax Levy in support of the Library budget for approval to the City Council. Motion carried.

Consideration of any other matters pertaining to the 2023 City Budget

None

Date and Time for Next Meeting

It was agreed that no further committee review of the proposed 2023 Budget is needed. No meeting was scheduled

Adjournment

Motion was made by Wachowski, seconded by Shimulunas, to adjourn the meeting 8:29 PM. Motion carried.

Respectfully Submitted,


David Buss, Finance Director



**TWO
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WISCONSIN

ENVIRONMENTAL ADVISORY BOARD MEETING

Section 10, ItemB.

Tuesday, November 15, 2022 at 5:30 PM

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

MINUTES

1. CALL TO ORDER

Called to order at 5:33pm

2. ROLL CALL AND CHECK ON REMOTE PARTICIPANTS

Present: Darla LeClair, Tracey Koach, Jay Orvis, Katherine Dalke (Zoom) and Kate Gadd

Not present: Donald DeBruyn and Ben Meinnert

Staff present: Matthew Heckenlaible and Scott Ahl

3. REVIEW LAST MINUTES - APPROVE OR CORRECT

Minutes from the October 18, 2022 Environmental Advisory Board Meeting. Tracey Koach motioned, Jay Orvis seconded, motion passed.

4. PUBLIC INPUT

None

5. GUEST SPEAKER

None

6. CURRENT ITEMS FOR DISCUSSION AND ACTION

- A. FYVG presentation status: A lengthy discussion was had by all regarding the draft proposal presented by Darla LeClair and what the pro's, con's and seeking clarification of various components of the proposal. Darla LeClair requested that each board member review the proposal some more, and e-mail suggested modifications or clarifications to the other Board members in an effort to expedite the completion of a proposal so that it can be moved forward with a hopeful implementation prior to the 2023 growing season.
- B. Utility Bill Insert: It was suggested that 'links' to information sites be placed within the insert for easier access. Another suggestion was to look at seasonal green / stormwater messages. Jay Orvis questioned how many people are now receiving their utility bills electronically and can they receive an electronic insert? Kate Gadd also suggested promoting E.A.B. via social media and would discuss with the City Manager about this initiative.
- C. Monarch City, USA: Apparently the City already has the designation of being a Monarch City, but it isn't well publicized. The initiative was originally championed by the City's Park Department. Darla LeClair was going to talk more with the City Manager whether Park's wanted to continue this effort or transfer the responsibility over to E.A.B..
- D. Winter Educational Series: First meeting November 30th.

7. OTHER ITEMS FOR DISCUSSION AND ACTION

- A. Discuss contacting local UW Extension Agent to schedule presentation about smaller family farms regarding runoff control and how it impacts the bottom line for them - ON HOLD - No discussion

- B. Discuss status of creation of a pamphlet for realtors & general public (insert?) focusing on the benefits of trees & associated incentives plus information on green infrastructure projects the buyer can do. ON HOLD - No discussion
- C. City match WPPI new tree grant council resolution to come to council soon. Darla & Greg will address soon - No discussion
- D. Status of new DNR TMDL - Summer 2023? TBD - will keep on agenda as placeholder - No discussion
 - 1. DNR still developing load allocations
 - 2. NE Lakeshore TMDL – no formal update at this time
 - 3. Have future discussions relative to having the Wastewater Treatment Plant work with farmers on Adaptive Management measures upstream of the plant
- E. Green Infrastructure Utility Bill insert - No discussion
 - 1. Provide examples & resources to residents.
 - 2. Emphasize those that the City has already.
 - a. 25th Street east of Lincoln Ave rain garden
 - b. Vet's Park rain garden
- F. Explore Grant opportunities for environmentally related activities that are complementary to and cooperative with future City projects ON- GOING - No discussion
 - 1. Watch for opportunities for green infrastructure
 - 2. Grant applications need to be considered two years prior to project
 - 3. Look at development of green infrastructure near Water Plant where it would be visible from Memorial Drive and/or from the trails in the area

8. NEW ITEMS

- A. Reinforcing that the Main goal of the Environmental Advisory Board is of stormwater quality and then along the way to promote other environmentally friendly initiatives.
- B. No discussion
- C. Parking lot green space – need to look at zoning requirements to see if trees can be promoted over shrubs.
- D. Solid waste stickers – possible price increase with the revenue going towards Environmental Fees for green initiatives. Scott Ahl stated that he received a phone call from the City Manager regarding this topic. Presently, \$0.35 of the solid waste stick cost is being set aside for tree maintenance/management. The City Manager is proposing reallocating an additional \$0.35 from the Landfill fund over towards the tree maintenance/management fund for a total of \$0.70. These funds would help offset the costs to assist with trees impacted by Emerald Ash Bore (EAB) including the removal and replacement of these trees, and completing a City tree inventory.

Kate Gadd inquired about future items of discussion pertaining to information that is readily available to landowners that live along our waterways (do's and don'ts) a.k.a. River Dwellers Eco Info.

Kate Gadd also inquired about the placement of fall leaves within the street, which from what she has read potentially is causing pollutants to be discharged into the storm sewers and waterways. Matthew Heckenlaible confirmed what she had found in that research has shown that there is a large amount of phosphorus that is released and discharged into the waterways during the fall of the year when the leaves are placed within the street. The primary reason that Two Rivers allows the leaves to be placed in the street for collection is due to staffing, equipment, and budget constraints. Having the leaves in the streets is easier and quicker for City staff to pick them up and dispose of them at one of the two county yard waste sites. May need to discuss again when “No Mow May” comes back around and disposal of yard wastes.

9. SET DATE, TIME, AND AGENDA ITEMS FOR NEXT BOARD MEETING(S)

Proposed as Tuesday, December 20, 2022 at 5:30pm

10. ADJOURNMENT

Motion to adjourn by Kathrine Dalke, seconded by Jay Orvis, motion carried (7:13pm)

Notice: To better accommodate public input, citizens may participate via video conference or conference call, from remote locations.

Join Zoom Meeting

<https://us06web.zoom.us/j/84709137402?pwd=cEY5UGU5YWJBTTBuMEsydzU3ZnNiUT09>

Meeting ID: 847 0913 7402 Passcode: 352223

+1 312 626 6799 US (Chicago) Meeting ID: 847 0913 7402 Passcode: 352223

Find your local number: <https://us06web.zoom.us/j/84709137402?pwd=cEY5UGU5YWJBTTBuMEsydzU3ZnNiUT09>

**CITY OF TWO RIVERS
COMMUNITY DEVELOPMENT AUTHORITY AND
BUSINESS AND INDUSTRIAL DEVELOPMENT COMMITTEE PROCEEDINGS**

September 20, 2022 at 5:15 PM, 3rd Floor City Hall

1. Call to Order

The meeting was called to order by BIDC Chair Gregory Coenen at 5:15 PM.

2. Roll Call

BIDC Members present: Tom Christensen, Gregory Coenen, Dick Klinkner, Betty Bittner, Keith Lyons, Dan Wettstein, Tracey Koach and Jason Ring.

CDA Members present: Betty Bittner, Gregory Coenen, Dick Klinkner, Tracey Koach, and Jason Ring

Absent: Don Karmen

Also present: Elizabeth Runge, Community Development Director.

3. Review previously approved offers and actions regarding sales in Sandy Bay Highlands to update minutes for Title Company for the following:

a. The sale of Block 4, Lot 5.

A motion was made by Betty Bittner and seconded by Jason Ring to approve the sale of Block 4, Lot 5 with a listing price of \$42,000, at a purchase price in the amount of \$33,600 to be paid pay in full at the closing of the lot. The closing must occur within 30 days. The motion carried in a voice vote.

b. Staff provided an update about the status of the offer made for Block 4, Lot 1.

This has expired, and no further response has been received. This offer was to build a spec home.

c. The sale of Block 3, Lot 10

A motion was made by Tracey Koach and seconded by Dick Klinkner that Block 3, Lot 10, with a listing price of \$32,000, to approve the sale of this lot with the following conditions:

- The purchase price is \$32,000 and \$1.00 is to be paid at the closing of the lot.
- The remaining balance of the lot price is to be paid upon the sale of the spec home or by a deadline of 270 days, whichever occurs first.
- For security, the city will take a first mortgage on the lot. If that is not possible, a second mortgage position on the lot will be taken.
- Additionally, Personal Guarantees of the principals/members of Fresh Coast Construction will also be signed at the time of closing.

The motion carried in a voice vote, with Jason Ring abstaining from the vote.

d. The sale of Block 4, Lot 2

A motion was made by Dick Klinkner and seconded by Tracey Koach that a Right of First Refusal will be created for Fresh Coast Construction for the purchase of Block 4, Lot 2 to build a second spec home after the completion of the home built to be built on Lot Block 3, Lot 10. The terms and conditions of the sale of Block 4, Lot 2, with a listing price of \$32,000, are the same as those for the sale of Block 3, Lot 10. The motion carried in a voice vote, with Jason Ring abstaining from the vote.

Economic Development Updates

Staff provided updates to the committee as did the Main Street Director and committee member about activities occurring in the community.

Adjournment: At 6:15PM, a motion was made by Dick Klinkner, seconded by Keith Lyons to adjourn. Motion carried.



**TWO
RIVERS**
WISCONSIN

CITY CLERK

1717 E. Park Street
P.O. BOX 87
Two Rivers, WI 54241-0087

Section 10, Item C.



MEMO

DATE: November 16, 2022
TO: City Council and City Manager Greg Buckley
FROM: Jamie Jackson, City Clerk/Human Resources Director
SUBJECT: Monthly Updates

ELECTIONS:

In the General Election held on Tuesday, November 8, 2022, 4,641 ballots were cast in the City of Two Rivers. 1,485 of those votes were cast by absentee ballots. The City's two polling locations were steadily busy throughout the day handling voter registrations, in person voters, and processing absentee ballots. Thank you to our great group of poll workers!

2023 Election Dates:

Spring Primary: February 21, 2023

Spring Election: April 4, 2023

Councilmembers with terms expiring in 2023 include Adam Wachowski, Bonnie Shimulunas, and Darla LeClair. The first day to circulate nomination papers for these three positions for three-year terms is December 1, 2022. Candidacy packets are available in the City Clerk's office.

HUMAN RESOURCES UPDATES:

- Upcoming Retirements:
 - o Dan Glaser, Certified Meter Technician – December 2022
 - o Brian Kohlmeier, Chief of Police – December 2022
- New Hires:
 - o Megan Marsh, Recreation Clerk – Started 11/21/22
 - o Adam Taylor, Zoning Administrator – Starting 11/28/22
- Ongoing Recruitments:
 - o Cemetery Maintenance Worker – Deadline was 11/6/22. Interviews underway.
 - o Public Works Superintendent – Deadline was 11/11/22. Interviews underway.





**TWO
RIVERS**
WISCONSIN

CITY CLERK

1717 E. Park Street
P.O. BOX 87
Two Rivers, WI 54241-0087

Section 10, Item C.

OPERATOR'S LICENSES ISSUED:

On May 4, 2020 the City Council authorized the City Clerk to issue Operator's Licenses. The following licenses have been issued since the 10/17/2022 Council meeting:

<u>Name</u>	<u>Address</u>	<u>Duration</u>
Candy S. LaFlash	1613 23 rd Street, Two Rivers	2 years
Esther E. Wambold	2143 34 th Street, Two Rivers	2 years
Indigo G. Weinkoetz	1038 31 st Street, Two Rivers	2 years





From: Elizabeth Runge, Community Development Director

Date: November 21, 2022

Re: Staff Report

Key Activities:

- Prepared materials for loan application(s) and worked with committee members in in conjunction with the City's Economic Development Loan Program.
- Continued meetings and discussions related to a potential Economic Development Administration Grant application for a feasibility study
- Reviewed Sandy Bay Highland lots sales and the status of the building process.
- Reviewed a site plan for the Plan Commission meeting (2023 Washington St).
- Met with parties related to potential land purchase(s) in Woodland Industrial Park and discussed concepts for the site.
- Worked on text related to the 2023 tourism visitor guide on behalf of Explore Two Rivers.
- Responding to requests related to zoning and building permits

Two Rivers Electric Department

Monthly Report For

November 2022

Electric Consumption in KWH:

This Month: October Data

2017	2018	2019	2020	2021	2021	%Change from 2017-2022	%Change from 2021-2022
6,614,278	6,664,263	6,757,358	6,816,583	6,827,432	6,554,419	-0.91%	-4.17%

Year-to-Date:

2017	2018	2019	2020	2021	2021	%Change from 2017-2022	%Change from 2021-2022
68,944,274	70,557,294	69,574,202	71,039,885	72,777,530	72,194,716	4.50%	-0.81%

Cost of Electricity Purchased in Dollars:

This Month:

2017	2018	2019	2020	2021	2021
\$ 493,110.68	\$ 434,184.33	\$ 448,063.76	\$ 482,999.88	\$ 513,210.77	\$ 543,334.99

2017	2018	2019	2020	2021	2021	%Change from 2017-2022	%Change from 2021-2022
\$0.0746	\$0.0652	\$0.0663	\$0.0709	\$0.0752	\$0.0829	10.07%	9.32%

Two Rivers Electric Department Monthly Report For November 2022

Large Work Orders Worked on during the current month:

Location	Description of work performed
Various locations	Pole replacements
Eastside	New construction service installs
SouthSide	Powerline rebuild project

OT Calls	Location	Duration	Cause if known
10/8/22	2222 Jackson St.	N/A	Low hanging phone wire
10/9/22	2220 Jefferson St.	N/A	1/2 Power
10/14/22	1935 31st St.	N/A	Reconnect
10/17/22	Columbus Substation	N/A	Substation Switching
10/18/22	2917 39th St.	N/A	Repair damaged service
10/21/22	12th & Lowell St.	N/A	Remove kite from high voltage lines
10/30/22	34th & Mishicot Rd.	N/A	Check on car / pole accident

Number of Services Upgraded or Changed: 10

Number of Electric Meters Installed: 21

Total Number of Electric Meters Tested: 64

Service Disconnects & Reconnects: 20

Fire Department Monthly Report

October 2022

Section 10, Item C.

			Monthly			Year to Date 2022			Year to Year 2021		
Total Incident Responses				137			1601		1690		
EMS Response Total EMS Incidents				125			1475		1537		
	Total Patients			112			1134		1212		
	On Scene			13			320		342		
	Interfacility Transports			34			343		430		
	Intercepts			2			26		22		
	Other						0		0		
EMS Revenue	Date of Service Report		Monthly			Year to Date 2022			Year to Year 2021		
EMS Operations Billing Information	SDC and TRIP Revenue		\$1,929.05			\$51,143.34			\$47,594.31		
	Charges		\$167,786.40			\$1,731,631.62			\$1,422,781.49		
	Payments		\$54,548.31			\$691,341.79			\$612,955.81		
	Adjustments		\$96,236.91			\$1,061,701.43			\$720,422.83		
	Change + or - in Accounts Receivable		\$17,001.18			-\$21,411.60			\$89,402.85		
Monthly Collection Percentage			32.51%			39.92%			43.08%		
Fire Incidents	Total Fire Incidents			12			128		152		
	Structural			1			8		5		
	Fire Other			3			15		21		
	Unauthorized			1			16		13		
	Hazardous Condition			4			37		30		
	False / Cancelled			3			27		39		
	Service Calls						22		27		
Overlapping calls				18			203		310		
Occup/ Inspect	Total Inspections			27			370		362		
	General			27			370		281		
	Special/Other/Consults						0		19		
			Violations		9		121		108		
			Corrections		2		76		47		
Training	Total Hours			581			4564		5022		
	Fire Training			401			2864		3142		
	EMS Training			120			1160		1460		
	Community Based Outreach			60			540		420		
See attached training summary											
Public Education			Monthly			Year to Date 2022			Year to Year 2021		
Totals / Events	Staff Hours	Participants	18	38.5	745	55	154.5	876	60	74	361
CPR Classes	Staff Hours	Participants	8	21.5	45	38	74.5	130	48	55	131
Station Tours	Staff Hours	Participants	0	0	0	3	14	38	0	0	0
Presentations	Staff Hours	Participants	10	17	700	14	66	708	12	19	230
Maintenance			Monthly			Year to Date 2022			Year to Year 2021		
Total Hours			202.65			2215.35			2058.4		
Building Care, Cleaning, Maintenance			71.2			786.3			730.3		
Grounds Care			0			72.25			63		
Vehicle Checks			91			1183.2			1082.5		
Vehicle Cleaning			6.5			57.8			72.75		
Vehicle Maintenance			33.95			115.8			109.85		
Current Events											
LTC and TRHS students are progressing and growing their skill and experience											
New ladder truck delivered and equipped											
Fire Safety Week operations and presentations											
FF/P Patrick Krajnik (10/8) 21 years, FF/P Travis Gunderson (10/19) 7 years Matt Miller 4 years											

Monthly EMS Training Report October 2022

I would like to encourage all City of Two Rivers City Council members to contact me to set up a time that I can give you a personal view of TRFD operations and training. (920)-901-3810

I also encourage all council members to contact me to do a ride-a-long at the TRFD

Follow The City of Two Rivers Fire Department on Facebook to see pictures/videos of Training, Operational Events and Community Outreach.

Notable Events in October 2022

- EMS Protocols, Policies, and Education Continues (CDC, DHS, National/Local and Best Practice)
- The new Truck 11 arrived and was a priority for training this month
- Began Narc Box switch over process continues
- Alexia Rodgers POP Paramedic recruit training
- FT/POC professional development and training (Refresher/Skills)
- All TRFD Paramedics continue with the 2021-2022 Paramedic/CCP Training Refresher
- Daily collaboration with relevant community partners (IFT)
- Daily communication with Medical Director (Operations/IFT related)
- Daily QI/QA shift EMS Education

EMS: 120 hrs (3-4h/day average)

The TRFD EMS training program encompasses paramedic, critical care paramedic, and tactical paramedic training. EMS training or tasks connected to EMS training. The TRFD paramedics strive to offer empathic, competent and professional care that exceeds the expectations of those we serve. There are countless hours of EMS training each day at the TRFD. This training is formal and informal. TRFD paramedics have three formats of formal education: Target Solutions on-line assignments, Formal Lecture, and Practical Exercises. Dr. Painter, the TRFD Medical Director provides oversight to all TRFD EMS training, as well as QI/QA. The TRFD is committed to offer “best practice” care now and in the future.

Training hours above are conservative.

- ***POC EMS/Paramedic Training***
- **Paramedic/Critical Care Paramedic Refresher (In-Person)**
- **Protocol (COVID Update)**
- **EMS Remediation based on QI/QA**
- **EMS Competencies/Evaluations/Education**
- **Medical Director collaborative QI/QA (Painter/Nelson)**
- **Pod/Web Casts (EMS1/EMS World/Various Others)**
- **Company level EMS training**
- **Paramedic QI/QA (all reports) Shift Officers/Medical Director**
- **IFT QI/QA**
- **TEMS training (Kautzer, Burke, Schroeder)**
- **Shift Officers IFT/Staff Update Meetings**
- **EMS Related Meetings/Training**

Community Based Paramedic Outreach: 60 hours (2h/day average)

This is a very important program that requires continuous training updates with the TRFD staff. This program is rapidly developing throughout the United States. State legislation has recently been passed to allow ambulance providers to bill for preventive care. There is daily communication between TRFD employees as providers of preventative medicine and other community resources. Being proactive in community outreach mitigates many unnecessary ambulance responses and decreases operating cost to the city. More importantly community paramedicine objectively improves the quality of life and decreases mortality rates of those who have health related disparities in our community. This program operates 24/7 365. It is very difficult to give a accurate number to this training. The above hours noted are very conservative.

Important to note is, the hospital equipment program at TRFD is a Community Outreach program (the time from that program is averaged in with the above number).

- **Community Outreach visits/calls/visits**
- **Collaboration with Community Partners**
- **Unnecessary 911 call mitigation**
- **Public health meetings**
- **Health Department Meeting updates**
- **Operational collaboration with various agencies**
- **Phone calls/visits to citizen's at risk**
- **Collaboration with Public Health, Hospice and other area agencies**
- **Community Education**

Meals on Wheels

Be Well

For more detailed information feel free to contact me.

-Respectfully Submitted

A/C David Murack

David R. Murack

Assistant Chief

Emergency Operations/Community Outreach

City of Two Rivers Fire Department

2122 Monroe Street, Two Rivers WI, 54241

Station: [920-793-5521](tel:920-793-5521)

Cell: [920-901-3810](tel:920-901-3810)

"Let no public safety service member's ghost ever come back and say their training failed them."

Web Page: <http://www.two-rivers.org/fire/fire-department.php>

Monthly Fire Operations Report for October 2022

News

Training

- The training theme for October was Aerial Ladder Truck Familiarization. We began the process of training with our new ladder truck. Familiarization of the truck was the first step in this on-going process. These types of trucks are very complex and require many hours of annual training to stay operationally proficient.
- Hose load training was another topic we worked on. This was due to our new ladder truck configuration. Out fitting our new ladder truck has been challenging at times but we are working through any issues that come up. Our goal is to have the ladder truck in service by 11/11/2022.
- There are four more people that need to complete their MPO pumping recertification. This will continue until everyone has been through the process.



Public Education/Prevention

- In October, Public Education division completed fire prevention week by visiting area elementary schools. We also had many daycare facilities visit the station for friendly fire fighter and fire prevention presentations.

Fire Operations

Fire Operations training: **401** hours

Fire Inspections: **27** Inspections, **9** Violations, **2** Corrections, **35** hours

<u>Public Education:</u>	5 CPR classes	20 staff hours	42 students
	3 CPR test outs	1.5 staff hour	3 students
	10 Presentation	17 staff hours	700 students

Fire Operations training number reflects total training hours per member, not hours per training segment. For example: If there was a 2-hour training segment and there were 4 members that participated, the recorded time for the training would be 8 hours not 2 hours.

Lester Public Library Director's Report October 2022

News

- LPL hosted Healthiest Manitowoc County Developmental Screening Day, Tuesday, October 18. Appointments lasted about an hour and were offered from 9:00 AM-1:00 PM and 3:30-6:00 PM. Geared for children two months to five years of age. We had 18 registered and also accommodated walk-ins. The free screenings were conducted by trained developmental screeners.
- In Wisconsin Library System news: Tuesday, October 11, 2022 – Milton, Wis. – Walworth County became the third and final county to approve the merger of Arrowhead Library System (ALS) and Lakeshores Library System (LLS). The newly merged entity, Prairie Lakes Library System (PLLS), will take effect on January 1, 2023, and will serve the counties of Racine, Rock, and Walworth. “This merger process has been years in the making, really, but the last 10 months have been an intense stretch of research, planning, and collaboration,” said Steve Platteter, director of Arrowhead Library System. **About Wisconsin Public Library Systems** - The creation of public library systems fostered the establishment of a strong network of resource-sharing and mutually beneficial interdependence. The creation and development of public library systems in Wisconsin were voluntary and gradual. No county or public library is required to be a member of a library system; yet, as of this writing, all of Wisconsin's 72 counties and more than 380 public libraries are library system members. Wisconsin's 16 public library systems developed in distinct ways in response to the needs of their member libraries and area residents. According to the statutes, two library systems may merge if approved by the System Boards of Trustees and the County Boards of Supervisors of the participating counties.
- Library staff responded to a reconsideration of library materials challenge for the book ‘Tricks,’ by Ellen Hopkins.
- The HVAC air handling unit for the air conditioner had two coils fail in August. Schaus Mechanical made the repairs early October.
- Eight cherry topped new board tables, funded via the American Rescue Plan Act (ARPA) in the amount of \$2824.00, arrived and are in the Webster Room.
- Ellerman Glass is estimating the front door repairs will be installed by Thanksgiving.

Library Foundation

- Lester Public Library Foundation met October 18th, Dawson put in the request for the annual allocation previously approved by the Foundation Board of \$47,286.
- The updated LPL Foundation webpage can be found on the library website under the ‘About’ tab - <https://www.lesterlibrary.org/about/library-foundation/>

Library Legislation – No Report

Activities

10/03/22 – Two Rivers City Council Meeting
10/04/22 – Lester Public Library Management Team Meeting
10/06/22 – Two Rivers Business Association Meeting
10/06/22 – Presented the 2023 Library budget to the City of Two Rivers Personnel and Finance Committee
10/07/22 – Help Desk Shift
10/08/22 – Attended Applefest
10/10/22 – Met with Lester Public Library Board of Trustees President, Stanley Palmer
10/11/22 – Took photos of the Two Rivers Fire Department Staff and new ladder truck
10/11/22 – Lester Public Library Board of Trustees Meeting
10/12/22 – Lester Public Library All Staff Meeting
10/12/22 – City Department Heads Meeting
10/12/22 – Community Conversation – City Clerk Jamie Jackson, Voting in Two Rivers
10/13/22 – City of Two Rivers Safety Committee Meeting
10/17/22 – Two Rivers City Council Meeting
10/18/22 – Lester Public Library Management Team Meeting
10/18/22 – Lester Public Library Foundation Board Meeting
10/19/22 – Educational Horizons Board Meeting
10/20/22 – LPL participated in the Two Rivers Senior Health & Information Fair
10/24/22 – Was the guest on WOMT Radio's Be My Guest
10/25/22 – Lester Public Library Management Team Meeting

Jeff Dawson, Director, Lester Public Library 11/01/2022



Hamilton Community House
1520 17th Street
Two Rivers WI 54241-0087
Office (920) 793-5592
Senior Center (920) 793-5596

Date: November 17, 2022
To: Greg Buckley
CC: City Council, Recreation Staff, Recreation Board
From: Mike Mathis
Subject: Recreation Department July Report

The usage of the J. E. Hamilton Community House for the month is as follows:

➤ Meals on Wheels served	1,578
➤ Congregate Meals	64
➤ TRUST car rides	137
➤ Senior Center Programs	1838
➤ CH / Shelter /Other Facility Rental	2210
➤ Recreation Programs	1486
➤ Senior Center Visitors/Contacts	2886
➤ Total CH building usage	2281



Senior Center

- Health and Information fair had record attendance with over 200 attendees and 47 vendors.
- Senior Center program feedback survey is on-going with strong results so far.
- Facebook page activity is increasing with 10,800 clicks in October.
- Volunteer positions are at a post-COVID high with exceptionally high levels of volunteerism.

Recreation and Event Activities

- Peewee NFL Flag Football was a huge success with a record number of 11 teams. We will be adding spring flag football because of the popularity.
- 250 people attended the flag football banquet. Thank you to Port Sandy Bay for donating the food.
- Master event calendar for 2023 is complete.

Cemeteries, Forestry, Parks, and Maintenance

- New doors have been installed on Neshotah Beach house after vandalism this summer.
- New security system installed at Washington Park which is frequently vandalized.
- New security lighting installed on back of Neshotah Beach House.
- Fish station, restrooms, and Central Park East Foundation closed for winter. Extra garbage cans and port-a-potties removed.

Recreation Programming	Number	Room / Location
Teen Night Glow in the Dark Flag Football	15	Walsh Field
NFL Flag Football	850	Walsh Field
Parks & Rec Downtown Trick or Treat	500	Central Park
Open Gym Pickleball	100	Community House
Boot Camp Exercise Classes	8	Community House
Chair Pilates	8	Community House
Athlete Speed Training Class	5	Community House
Total Recreation Programming	1486	

Park/Shelter Reservations	Number	Room / Location
Apple Fest	1000+	Central Park
Lakeshore Menanite Church	50	Central Park Band Shell
Total Reservations	50	

Park/Shelter & JE Community House 2210

Senior Center Participation	Number	Room / Location
Meals on Wheels served	1,578	
Congregate Meals	64	
TRUST car rides	137	
Senior Center Programs	1838	
# SC Office Contacts	2,886	
# New Members	16	
# Volunteers	96	
# Volunteer Hrs Donated	843	

Rentals / Events	Number	Room / Location
Heimerl Rental	50	Gym
TR Octagon Club Recycle Event	100	SC Parking Lot
Camecho Birthday Party	60	Behringer Room
Herman Birthday Party	30	Behringer Room
Duhm Birthday Party	40	Gym/Fireplace Lobby
Appelfest Craft Fair	1000	Gymnasium
Bauknecht Birthday Party	30	Behringer Room
Krizek Baby Shower	30	Koska Room
Elliott Birthday Party	20	Gymnasium
Grosstueck Going Away Party	50	Behringer Room
Schmitt Baby Shower	100	Behringer Room
Shillcox Softball	40	Gymnasium
Powell Birthday Party	35	Koska Room
Schramm Nerf War	50	Gymnasium
Powell 16th Birthday Party(Second Party)	30	Koska Room
Shillcox Softball practice	40	Gymnasium
Flores Basketball	15	Gymnasium
Shillcox Softball practice	20	Gymnasium
Life Line Screening	100	Behringer Room
Kingsbury Birthday Party	20	Gymnasium
Barbarossa Birthday Party	25	Gymnasium
Lakeshore TKD Kick-A-Thon	80	Gymnasium
Watzka Baby Shower	75	Behringer Room
Shillcox Softball	40	Gymnasium
Historical Society	80	Behringer Room
JE Community House Totals	2160	
Other Facility Totals		
Total Rentals / Events	2160	

Two Rivers Police Department

Monthly Report

September 2022

Section 10, Item C.



Serving our community since 1858

*Two Rivers Police Department
1717 East Park St.*

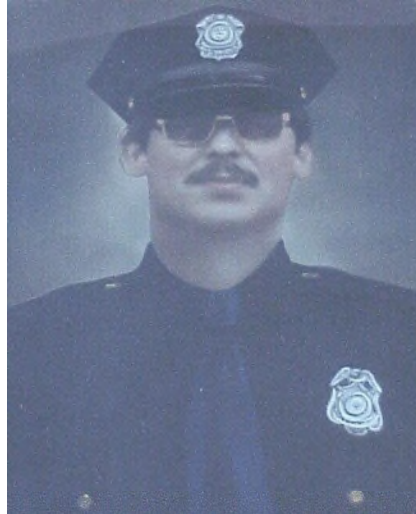
Two Rivers, WI 54241

Business (920) 793-1191

Non-Emergency (920) 686-7200



Monthly Report September 2022



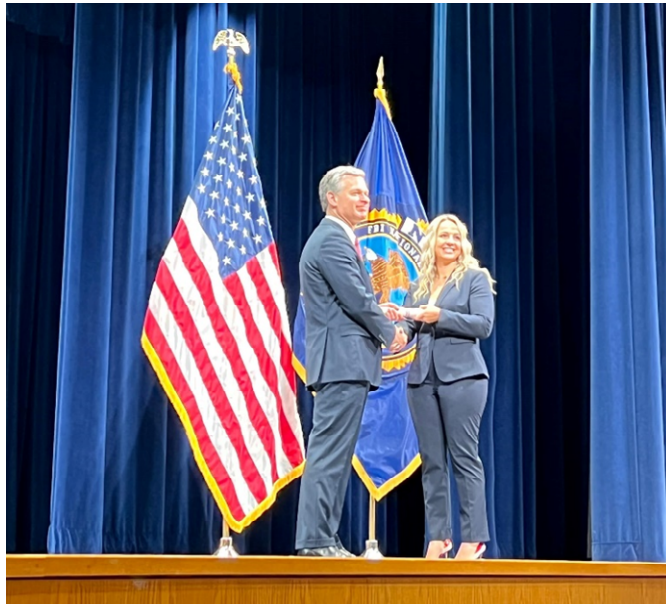
End of Watch: September 10, 1975

"Lest We Forget"

Officer Thomas R. Dodge

On September 10, 1975 at 2:36 AM, Police Officer Thomas R Dodge, a six-month veteran of the Two Rivers Police Department, and his partner were sent to a south side residence to check the welfare of a walk away hospital patient. Upon knocking on the second story door, the officers were met with gunfire directed at them through the closed door. A single round from a 12-gauge shotgun struck Officer Dodge in the left side of his chest fatally injuring him at the scene. The assailant was subsequently apprehended and was confined to a Wisconsin State mental health facility where he later passed away.





FBI National Academy Graduate

On September 19, 2022, Chief Brian Kohlmeier announced that Detective Lieutenant Melissa Wiesner graduated as a member of the 283rd session of the FBI National Academy. The graduation took place at the National Academy in Quantico, Virginia on September 13, 2022. At least six officer's from the Two Rivers Police Department have completed this prestigious program with Melissa Wiesner being the first woman. Nationally, fewer than one percent of officers have the opportunity to attend the program.

Internationally known for its academic excellence, the National Academy offers ten weeks of advanced communication, leadership, and fitness training. Participants must have proven records as professionals within their agencies to attend. On average, these officers have 21 years of law enforcement experience and usually return to their agencies to serve in executive-level positions.

The 283rd session consisted of two hundred and thirty-five law enforcement officers from forty-nine states and the District of Columbia. The class included members of law enforcement agencies from twenty-one countries, five military organizations, and five federal and civilian agencies.

Wiesner, who has been with the Two Rivers Police Department for 20 years, oversees the detective bureau, school resource officers, death investigators and evidence technicians. Some of Wiesner's job duties include: death investigator, IAAI FIT Fire Investigator, Internet Crimes Against Children Investigator, crime scene investigator, Manitowoc County SWAT Team Crisis Negotiator, WI Law Enforcement Death

Response Team member, WI DOJ Peer Support Trainer, Manitowoc County Peer Support Team Coordinator, Manitowoc County Chaplain Advisor, Manitowoc County CISM team member, QPR Instructor, DARE Instructor, National ALICE instructor and threat assessment instructor among many other certifications and training.



About the FBI National Academy

FBI Academy instructors, special agents, and other staff with advanced degrees provide the training; many instructors are recognized internationally in their fields. Since 1972, National Academy students have been able to earn undergraduate and graduate credits from the University of Virginia, which accredits many of the courses offered. A total of 53,671 graduates have completed the FBI National Academy since it began in 1935. The National Academy is held at the FBI Training Academy in Quantico, the same facility where the FBI trains its new special agents and intelligence analysts.

New School Year

School Resources Officers (SRO) play an important role in our community forming relationships between our youth and the department with the benefit of having immediate access to an officer on school grounds. The partnership that exists between the district and the department enables us to have three SRO's in the schools. In September, as our children started school, so did our three SRO's. Have a great year!



Officer Jason Zipperer, Officer Matt Lutze and Officer Briana Propson



DARE Graduates

Congratulations to Officer Briana Propson and Officer Matt Lutze on completing a two week DARE instructor school in Iowa last month. Both of these officer's work as our two newest School Resource Officers (SRO) with Officer Propson assigned to Magee and Koenig elementary schools and Officer Lutze assigned to LB Clarke Middle School. One of their many responsibilities is teaching DARE during the school year.

DARE is taught to 5th graders in the spring semester at LB Clarke Middle School. The program focuses on making smart and responsible choices, communication skills and many other topics, all while creating positive relationships with our police officers.



K9 Fundraiser

Our K9 program is up and running, but we have continued to raise money for sustainability whether through fundraisers or donations. Port Sandy Bay hosted us once again this year and helped us out with fundraising. Thank you!



Shop With A Cop Donation

Thank you to local Better Life charity organization members, Linda Schwarz and Margaret Kappelman, who stopped by to donate wrapping paper and stickers to our Shop With A Cop program. Thank you!



September Training

- Lieutenant Glaser attended his first week of three of Leadership in Police Organizations (LPO) hosted by Appleton Police Department. The school is an invaluable course for anyone in a supervisory position.
- Officer Lade attended the WI state K9 conference in Madison which provided him with legal updates and training with Xanti.
- CSO Miller attended a week-long Humane Officer training in Madison. The course covered legal cases, procedures and practical hands on applications in Humane Officer investigations.
- Officer Stodola had a one-day Drug Recognition Officer (DRE) Recertification. Officer Stodola is one of three DRE's we have at the department which also

include Lt. Elsenpeter and Sgt. Wandrie. DRE's are typically used in OWI cases that involve drug use.

- Officer Propson and Officer Lutze attended a two week DARE Instructor school in Iowa. With their new roles as School Resource Officers they will now also teach a semester of DARE primarily in the Middle School.
- Lt. Elsenpeter and Officer Tlachac attended a week-long Computerized Voice Stress Analyzer (CVSA) class in Chicago to become authorized CVSA administrators. The CVSA is similar to the polygraph, but is based on nuances detected in the subject's voice. Lt. Det Wiesner also attended a three-day portion of this course to maintain her current certification.
- All officers attended CPR training at the Two Rivers Fire Department and renewed their certifications.
- Municipal Court Clerk Backhaus attended a three-day WI Municipal Court Clerk conference in Wisconsin Dells where she received training on legal updates and best practices.

Anniversaries



Officer Jeremy Stodola
September 10, 2001
21 Years

Get To Know Us In 2022

Robert Wandrie

Patrol Sergeant

How long have you been with TRPD? 9

What are your duties/specialties? Patrol Sergeant, Field Training Officer, S.W.A.T. Operator, Honor Guard, Instructor, Drug Recognition Expert, Evidence Technician, Bike Patrol, Peer Support Team, Wellness Committee

What has been your favorite role in the department? I find training and mentoring new officers very rewarding. I remember how stressful and overwhelming it was for me as a new officer; as well as the good and some not so good training experiences I have had. I strive to teach and mentor newer officers on how to do the job safely, correctly, ethically, and proactively to the best of my ability. Watching officers that I have trained excel and grow in their career is very rewarding. Training other officers is also a very good way to stay updated and proficient in all of my own skills.

Why did you become a police officer? I have always been interested in a career that allows me to serve others. When I was in high school, I became a member of the Two Rivers Police Department Explorer Post, and also took a High School class on Criminal Justice. I very quickly realized that this was the career I wanted to be in, as I recognized that I could make an impact in my own community that I could actually see. Growing up in Two Rivers was a great experience for me, and I want to ensure that others have the opportunity to enjoy that same experience.

Hobbies/ What do you do for fun? I enjoy doing anything outdoors. Kayaking, Hiking, Camping, Gardening and even yard work. Over the past year, I have started training in Brazilian Jiu Jitsu which has been a very fun and humbling experience. Fitness is also very important to me and something that I use as an outlet for stress.

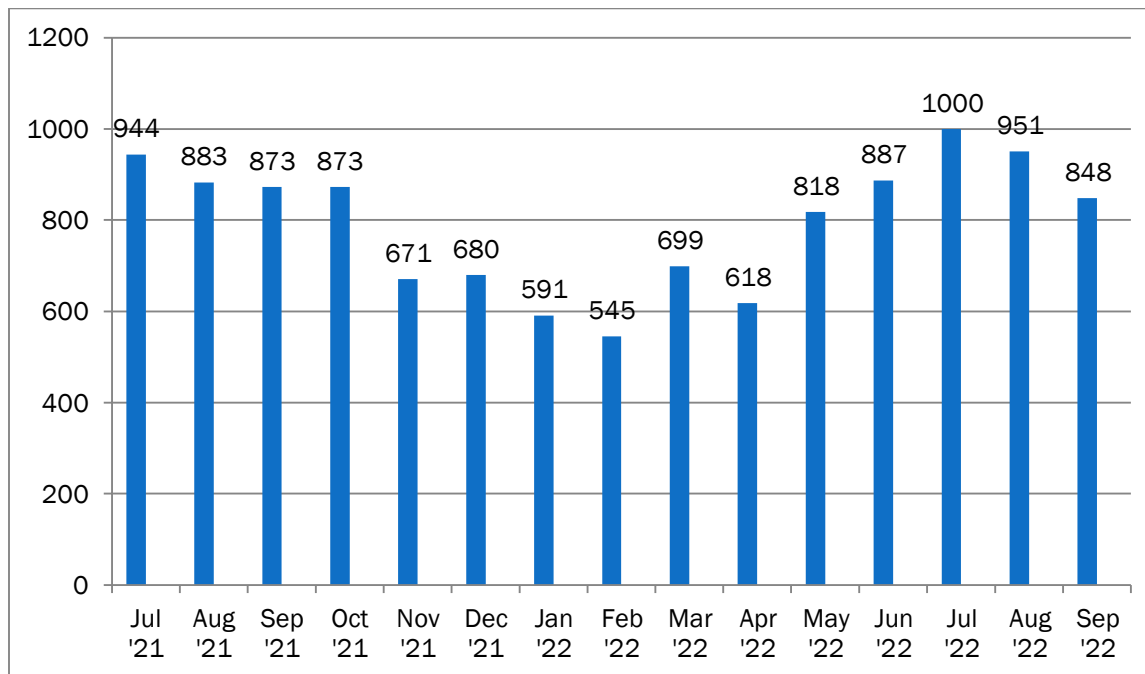


Any tips for getting into this profession? When you are first starting, you need to have an open mind and work very hard. Learning all of the things we need to know is not an easy task, and requires a lot of discipline and plain old hard work and dedication. You also need to be in the career for the right reasons, if you are only in it to drive cool cars and do fun stuff, then this career is not for you. If you truly want to serve your community and protect those who can't protect themselves, then you will find this career as more of a calling. As you grow and find your place in this career, you NEED to prioritize taking care of yourself both mentally and physically. This career is very taxing, and you cannot help other people if you do not take care of yourself.

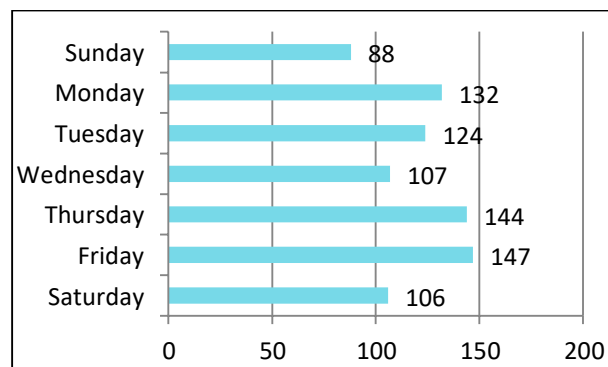
CALLS FOR POLICE SERVICE

September 2022: 848	2022 YTD TOTAL: 6,957 TOTAL LAST YEAR: 9,610
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Monthly Calls Comparison Chart:



Calls for Service by Day of Week:

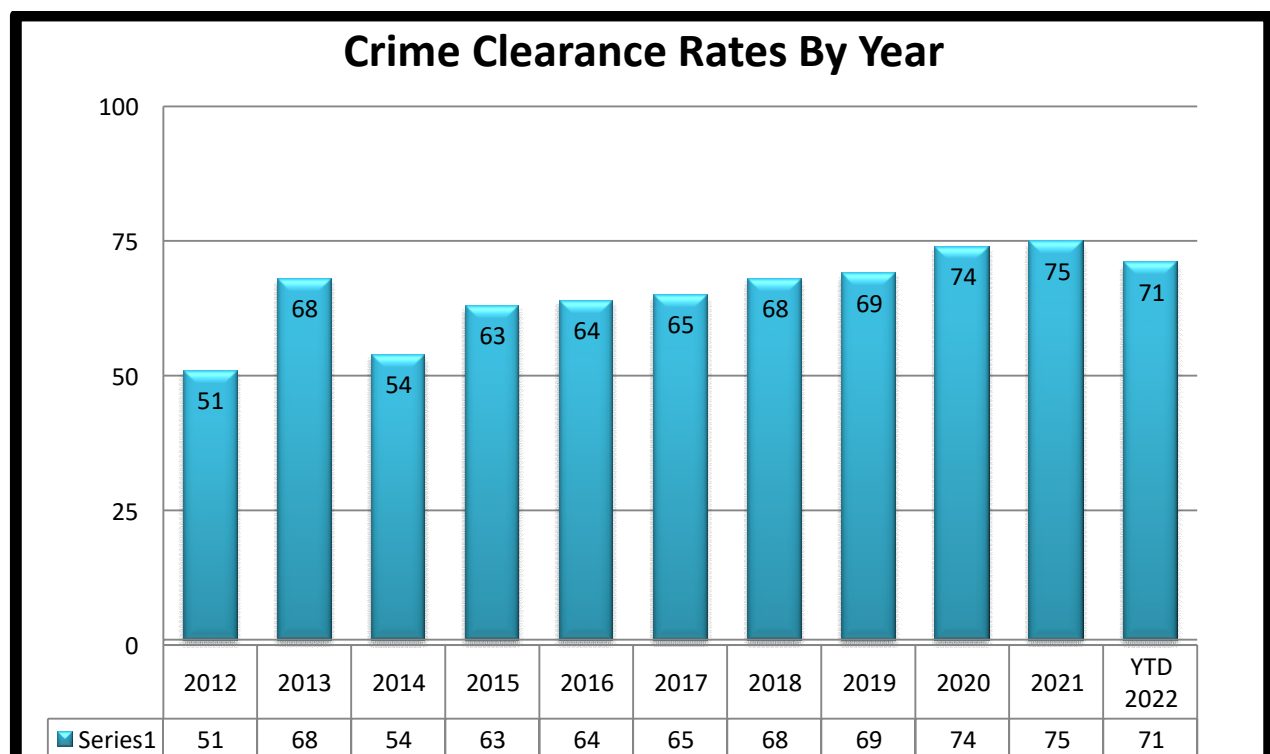


CRIME CLEARANCE RATE:

Each law enforcement agency in the Nation submits monthly reports to the Uniform Crime Reporting (UCR) Program. This program collects and reports crime offense data for the Nation, categorizing crime data as Part I or Part II offenses. Part I offenses include: Murder/Non-Negligent, Forcible Rape, Robbery, Assault(s), Burglary, Larceny/Theft, Motor Vehicle Thefts, and Arson. Part II offenses include all other crime classifications outside those defined as Part I offenses. These monthly reports also afford the Two Rivers Police Department the ability to monitor our crime clearance rate. The crime clearance rate is simply the percentage of offenses reported as compared to how many of those offenses were cleared or resolved. The Two Rivers Police Department is proud to note that our crime clearance rates are generally well above the average for the State of Wisconsin. Because some cases that are reported in one month may be solved or “cleared” the next month or months later, it is difficult to state crime clearance rates as purely a monthly rate. For our purposes, we continue to track our CCR rates across the months and years as well.

	September
Reported Part 1 Cases	16
Cases Cleared	14
Crime Clearance Rate	88%

Crime Clearance Rate YTD: 71%



Adult & Juvenile Arrest/Charge Summary:

The following is the total of ADULT and JUVENILE ARRESTS/CHARGES made by this department this month. This may not represent the actual number of individuals arrested as there are generally many cases where an individual will have multiple charges or counts of a specific charge. These statistics represent charges and arrests made for Criminal Code as well as Municipal Ordinance violations.

2022	
Adult Arrests	77
Juvenile Arrests	16
Total	93

Field Warnings 2022

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Totals
FIELD WARNING													
6-5-22 KEEPING OF CHICKENS & DUCKS	0	0	1	0	1	0	0	0	0	0	0	0	2
9-1-4 W/O INJ DISORDERLY CONDUCT WITHOUT INJURY	0	2	0	0	0	0	0	0	0	0	0	0	2
346.072(1M)(A) FAIL/CHANGE LANE PASSING STOPPED EMERGENCY VEHICLE MULTIPLE LANES	0	0	0	0	0	0	0	1	0	0	0	0	1
346.57(4)(e) 001 SPEEDING ON CITY HIGHWAY (1-10 MPH)	0	0	0	3	3	5	10	12	3	0	0	0	36
346.57(4)(e) 007 SPEEDING ON CITY HIGHWAY (16-19 MPH)	0	0	0	0	0	3	3	1	2	0	0	0	9
346.57(4)(f) 005 SPEEDING IN OUTLYING DISTRICT (11-15 MPH)	0	0	0	0	1	0	0	0	0	0	0	0	1
346.57(4)(e) 006 SPEEDING ON CITY HIGHWAY (11-15MPH)	0	0	0	4	11	26	29	39	15	0	0	0	124
341.04 NON-REGISTRATION OF VEHICLE	0	0	1	5	5	4	6	5	5	0	0	0	31
346.46(2)(A) IMPROPER STOP/STOP SIGN-STOP LINE	0	0	0	0	0	1	2	1	0	0	0	0	4
346.18(3) FAIL/YIELD RIGHT/WAY FROM STOP SIGN	1	0	0	0	0	1	0	0	0	0	0	0	2
346.87 UNSAFE BACKING OF VEHICLE	0	0	0	0	0	0	0	1	0	0	0	0	1
346.57(2) UNREASONABLE AND IMPRUDENT SPEED	1	0	0	0	0	0	0	0	0	0	0	0	1
346.46 001 FAIL TO STOP/IMPROPER STOP AT STOP SIGN	0	0	0	1	3	5	5	6	2	0	0	0	22
346.37(1)(C)1 001 VIOLATE RED TRAFFIC SIGNAL	0	0	0	0	2	0	0	1	0	0	0	0	3

341.04(1) 001 NON-REGISTRATION OF AUTO, ETC	3	2	5	0	0	0	1	0	0	0	0	0	11
346.57(2) 007 FAILURE TO KEEP VEHICLE UNDER CONTROL	0	0	0	0	0	1	0	0	1	0	0	0	2
346.57(4)(a) 009 SPEEDING IN SCHOOL ZONES (11-15 MPH)	0	0	0	0	0	0	2	0	0	0	0	0	2
346.46 FAIL TO STOP/IMPROPER STOP AT STOP SIGN	0	0	0	1	1	0	3	3	1	0	0	0	9
344.62(2) OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE	2	2	2	0	0	1	4	3	2	0	0	0	16
344.62(1) 001 OPERATING MOTOR VEHICLE W/O INSURANCE	1	1	7	2	4	3	9	3	4	0	0	0	34
341.15(3)(B) IMPROPER DISPLAY/PLATES (HARD TO SEE)	1	0	0	0	0	0	0	0	0	0	0	0	1
9-6-4/OWNERS RESPONSIBILITY OF OWNERS FOR MAINTENANCE/CONTROL INSECTS/RODENTS AND OTHER PESTS	0	2	1	0	0	0	0	0	0	0	0	0	3
341.15(1m)(a) FAIL/ATTACH REAR REGIS. DECAL/TAG	1	0	0	1	0	1	0	0	0	0	0	0	3
943.13(1M)(A) TRESPASS TO LAND - ENCLOSED, CULTIVATED OR UNDEVELOPED LAND	0	0	0	0	0	0	1	0	0	0	0	0	1
6-5-7(C)-2-10 RESTRICTIONS ON KEEPING DOGS (DOG AT LARGE)	0	0	0	2	3	1	6	9	7	0	0	0	28
6-5-21 LIMIT ON NUMBER OF DOGS AND CATS	0	1	1	0	0	0	2	3	0	0	0	0	7
347.48(2M)(C) OPERATOR FAIL/HAVE PASSENGER/SEATBELTED	0	0	0	0	0	0	1	0	1	0	0	0	2
6-5-7(A)(2)(A) DOG AT LARGE - ON PREMISE	1	0	0	4	2	4	1	1	0	0	0	0	13
346.37(1)(C)(1)/RED VIOLATE RED TRAFFIC SIGNAL	0	0	1	0	0	0	0	0	0	0	0	0	1
9-2-11 CURFEW VIOLATION	0	0	0	0	0	0	0	1	0	0	0	0	1
8-4-1(B) ABANDONMENT OF VEHICLES PROHIBITED	0	0	1	0	0	0	1	0	0	0	0	0	2
6-5-15 ANIMAL FECES	0	1	1	0	0	0	0	0	0	0	0	0	2
6-5-10 ANIMALS RUNNING AT LARGE (FOWL, DOVES, PIGEONS, ETC)	0	0	1	0	0	0	1	0	0	0	0	0	2
6-5-7(A)(2)(B) DOG AT LARGE - OFF PREMISE	1	2	6	0	0	0	0	2	1	0	0	0	12
6-5-6 PENALTY FOR FAILURE TO OBTAIN RABIES SHOT	1	5	3	4	4	7	5	6	3	0	0	0	38
6-5-1 DOG LICENSE	9	11	9	7	14	10	8	13	9	0	0	0	90
TR305.19(1) DOORS-HOODS, TRUNK LID-WORKING CONDITION	1	0	0	0	0	0	0	0	0	0	0	0	1

TR305.16(2) TAIL LAMPS-PROPER WORKING CONDITION	0	0	0	0	0	0	0	0	1	0	0	0	1
347.48(2m)(b) SEATBELT - OPERATOR USE REQUIRED	0	0	0	0	0	1	0	0	0	0	0	0	1
347.39(1) NO MUFFLER/DEFECTIVE MUFFLER	1	0	0	0	0	1	0	1	0	0	0	0	3
347.38(1) DEFECTIVE HORN OR UNNECESSARY NOISE	1	0	0	0	0	0	0	0	0	0	0	0	1
347.14(1) OPERATE VEHICLE W/O STOPPING LIGHTS	2	2	5	1	2	1	1	2	1	0	0	0	17
347.13(3) OPERATE VEHICLE W/O REGISTRATION LAMPS	0	0	3	0	0	0	1	0	0	0	0	0	4
347.13(1) NO TAIL LAMP/DEFECTIVE TAIL LAMP-NIGHT	1	1	2	0	0	0	0	0	1	0	0	0	5
347.12(1)(A) FAILURE TO DIM HEADLIGHTS-ONCOMING VEHICLES	0	0	0	0	0	0	0	0	1	0	0	0	1
346.57(5) SPEEDING - EXCEEDING ZONED & POSTED LIMIT/HWY CONST	5	4	11	5	2	0	0	1	3	0	0	0	31
346.57(4)(F) SPEEDING-35MPH OUTLYING DISTRICT - CITY	0	1	2	0	0	0	0	0	0	0	0	0	3
346.57(4)(EM) SPEEDING 25 MPH SERVICE ROAD/CITY/VILLAGE	0	0	0	0	0	1	0	0	0	0	0	0	1
346.57(4)(E) SPEEDING 25 MPH HWY CITY/VILLAGE	4	2	4	0	0	0	0	2	7	0	0	0	19
346.48(1) FAIL TO STOP FOR SCHOOL BUS	0	0	0	0	0	1	0	0	0	0	0	0	1
346.46(1) FAILURE TO STOP FOR STOP SIGN	4	0	6	2	0	0	0	0	0	0	0	0	12
346.39(1) FAILURE TO STOP FOR FLASHING RED SIGNAL	0	5	0	0	0	0	0	0	0	0	0	0	5
346.31(3) IMPROPER LEFT TURN	0	0	0	0	0	0	0	0	1	0	0	0	1
346.23(1) FAIL YIELD RIGHT OF WAY PEDESTRIAN CONTROL INTERSECTION	0	0	0	0	1	0	0	2	1	0	0	0	4
346.18(2) FAILURE YIELD RIGHT OF WAY MAKING LEFT TURN	0	0	0	1	0	0	0	0	0	0	0	0	1
346.18(1) FAIL RIGHT OF WAY UNCONTROLLED INTERSECTION	0	0	0	0	0	0	1	0	0	0	0	0	1
346.13(3) DEVIATE FROM DESIGNATED LANE	0	0	0	0	1	0	0	0	1	0	0	0	2
346.13(1) UNSAFE LANE DEVIATION	0	0	0	0	0	0	1	0	0	0	0	0	1
346.05(1) OPERATE LEFT OF CENTER LINE	0	0	0	0	0	0	2	0	0	0	0	0	2
343.44(1)(a) 001 OPERATING AFTER SUSPENSION	0	0	0	0	0	0	1	0	0	0	0	0	1
343.18(1) OPERATE W/O CARRYING LICENSE	0	0	0	0	0	0	0	1	0	0	0	0	1
343.05(3)(a) OPERATE W/O VALID LICENSE	2	0	0	0	0	0	0	1	0	0	0	0	3

343.05 OPERATOR TO BE LICENSED	0	0	0	0	0	0	1	0	0	0	0	0	1
342.15(5) FAILURE TO TRANSFER VEHICLE TITLE	0	0	0	1	0	0	0	0	0	0	0	0	1
341.62 DISPLAY FALSE VEHICLE REGISTRATION PLATE	0	0	0	1	0	0	0	0	0	0	0	0	1
341.61(2) DISPLAY UNAUTH. VEH. REGISTRATION PLATE	0	1	0	0	0	0	0	0	0	0	0	0	1
341.15(3)(A) IMPROPER DISPLAY/PLATES (NO PLATES)	0	0	0	0	0	0	1	0	1	0	0	0	2
341.15(2) IMPROPERLY ATTACHED LICENSE PLATES	0	0	0	0	0	0	0	1	0	0	0	0	1
341.15(1) FAIL/DISPLAY VEHICLE LICENSE PLATES	0	0	0	0	0	0	0	1	0	0	0	0	1
341.04 001 NON-REGISTRATION OF VEHICLE <=10000 LBS	0	0	0	1	1	0	0	0	0	0	0	0	2
341.03(1) OPERATE AFTER VEH REV/SUSP OF REGISTRATION	0	0	3	2	1	0	0	0	0	0	0	0	6
347.09(1)(A) HEADLAMPS-VEHICLES EQUIPED W/2 HEADLAMPS	0	0	0	0	0	1	0	1	2	0	0	0	4
347.06(3) UNCLEAR/DEFECTIVE LIGHTS OR REFLECTORS	5	3	10	3	1	3	3	2	7	0	0	0	37
347.06(1) OPER W/O REQUIRED LAMP LIGHTED	3	1	4	1	4	2	1	0	1	0	0	0	17
346.935(2) OPEN INTOXICANTS IN MOTOR VEHICLE BY PASSENGER/DRIVER	0	0	0	0	0	1	0	0	0	0	0	0	1
346.89(1) INATTENTIVE DRIVING	0	0	0	0	0	0	0	0	1	0	0	0	1
FIELD WARNING Totals	51	49	90	52	67	85	113	126	85	0	0	0	718
Totals	51	49	90	52	67	85	113	126	85	0	0	0	718

Traffic Citations 2022

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Totals
TRAFFIC													
346.37(1)(C)2 PEDESTRIAN/BICYCLIST/EPAMD VIOLATE RED TRAFFIC LIGHT	0	0	0	0	0	0	0	1	0	0	0	0	1
346.33(1m) UNLAWFUL U TURN-FAIL TO EXERCISE DUE CARE	0	0	0	0	0	1	0	0	0	0	0	0	1
343.44(1)(b) 013 OPERATING WHILE REVOKED (FORFEITURE)	2	0	0	0	1	0	1	2	1	0	0	0	7
346.57(4)(e) 007 SPEEDING ON CITY HIGHWAY (16-19 MPH)	0	0	0	0	0	0	2	5	2	0	0	0	9
346.57(4)(e) 006 SPEEDING ON CITY HIGHWAY (11-15MPH)	0	0	0	1	0	2	5	2	1	0	0	0	11
341.04 NON-REGISTRATION OF VEHICLE	0	0	0	5	0	4	3	3	2	0	0	0	17
346.18(3) FAIL/YIELD RIGHT/WAY FROM STOP SIGN	2	0	0	0	0	0	1	2	0	0	0	0	5

346.87 UNSAFE BACKING OF VEHICLE	0	0	0	0	2	0	0	0	0	0	0	0	2
346.57(2) UNREASONABLE AND IMPRUDENT SPEED	1	0	0	0	0	0	1	1	0	0	0	0	3
346.62(2) RECKLESS DRIVING-ENDANGER SAFETY	1	0	0	0	1	0	0	1	0	0	0	0	3
346.46 001 FAIL TO STOP/IMPROPER STOP AT STOP SIGN	0	0	0	0	0	0	1	2	0	0	0	0	3
341.04(1) 001 NON-REGISTRATION OF AUTO, ETC	1	1	2	0	0	0	0	0	0	0	0	0	4
346.89(3)(a) 001 TEXTING WHILE DRIVING	0	0	0	0	1	0	0	0	0	0	0	0	1
346.57(2) 008 FAILURE TO KEEP VEHICLE UNDER CONTROL (2ND+)	0	0	0	0	0	0	0	1	0	0	0	0	1
346.57(4)(a) 009 SPEEDING IN SCHOOL ZONES (11-15 MPH)	0	0	0	0	0	0	1	0	0	0	0	0	1
346.46 FAIL TO STOP/IMPROPER STOP AT STOP SIGN	0	0	0	0	0	1	1	0	0	0	0	0	2
346.06 004 FAILURE TO YIELD RIGHT OF WAY	0	0	0	0	0	1	0	0	0	0	0	0	1
346.63(1)(A) 002 OPERATING WHILE INTOX (1ST)	0	1	0	0	0	0	0	0	0	0	0	0	1
344.62(1) 001 OPERATING MOTOR VEHICLE W/O INSURANCE	1	0	1	5	2	6	0	1	1	0	0	0	17
343.44(1)(a) 004 OPERATING AFTER SUSPENSION (4TH+)	1	0	0	0	0	0	0	0	0	0	0	0	1
343.44(1)(a) 003 OPERATING AFTER SUSPENSION (3RD)	0	0	0	0	0	1	0	0	0	0	0	0	1
346.88(4) 001 MV WINDOWS NOT REASONABLY CLEAN	1	0	0	0	0	0	0	0	0	0	0	0	1
346.04(2i) RESIST OFFICER/FAIL TO STOP FOR OFFICER	0	1	0	0	0	0	0	0	0	0	0	0	1
346.04(3) OPERATOR FLEE/ELUDE OFFICER	1	0	0	0	0	0	0	0	0	0	0	0	1
346.935(3) OPEN INTOXICANTS OR NITROUS OXIDE IN MV BY DRIVER	0	0	0	0	0	1	0	0	0	0	0	0	1
347.48(2m)(b) SEATBELT - OPERATOR USE REQUIRED	0	0	0	0	4	3	0	1	1	0	0	0	9
347.39(1) NO MUFFLER/DEFECTIVE MUFFLER	0	0	0	0	0	1	0	0	0	0	0	0	1
346.70(1) 001 FAILURE TO NOTIFY POLICE OF ACCIDENT	0	0	1	0	0	0	0	0	0	0	0	0	1
346.69 HIT AND RUN PROPERTY ADJACENT TO HIGHWAY	1	0	2	0	0	0	0	0	0	0	0	0	3
346.68 HIT AND RUN-UNATTENDED VEHICLE	0	0	0	0	0	1	0	0	1	0	0	0	2
346.63(1)(B) CIR OWI - OPERATE W/PAC OVER LEGAL LIMIT	0	0	1	0	0	1	0	0	0	0	0	0	2
346.63(1)(B) ORD OWI - OPERATE W/PAC OVER LEGAL LIMIT	2	1	0	2	0	1	1	0	0	0	0	0	7
346.57(5) SPEEDING - EXCEEDING ZONED & POSTED LIMIT/HWY CONST	0	1	0	1	0	1	1	0	2	0	0	0	6
346.57(4)(F) SPEEDING-35MPH OUTLYING DISTRICT - CITY	0	0	1	0	0	0	0	0	0	0	0	0	1
346.57(4)(E) SPEEDING 25 MPH HWY CITY/VILLAGE	1	0	1	0	1	0	0	1	0	0	0	0	4

346.57(2) 001 UNREASONABLE AND IMPRUDENT SPEED	0	0	0	0	0	0	0	0	1	0	0	0	1
346.46(1) FAILURE TO STOP FOR STOP SIGN	3	1	0	1	0	0	0	0	0	0	0	0	5
346.39(1) FAILURE TO STOP FOR FLASHING RED SIGNAL	0	0	0	0	0	1	0	0	0	0	0	0	1
346.23(1) FAIL YIELD RIGHT OF WAY PEDESTRIAN CONTROL INTERSECTION	1	0	0	0	0	0	0	1	0	0	0	0	2
346.18(6) FAIL YIELD RIGHT OF WAY FROM YIELD SIGN	0	0	0	0	0	0	0	1	0	0	0	0	1
346.18(4) 001 FAIL/YIELD WHEN EMERGING FROM ALLEY	1	0	1	0	0	0	0	0	0	0	0	0	2
346.18(2) FAILURE YIELD RIGHT OF WAY MAKING LEFT TURN	0	1	0	0	0	0	1	1	0	0	0	0	3
346.18(1) FAIL RIGHT OF WAY UNCONTROLLED INTERSECTION	0	0	0	1	1	0	0	0	0	0	0	0	2
346.13(1) UNSAFE LANE DEVIATION	0	0	0	1	0	1	2	0	0	0	0	0	4
343.44(1)(b) OPERATING WHILE REVOKED (REV DUE TO ALC/CONT SUST/REFUSAL)	1	2	0	6	0	2	1	6	1	0	0	0	19
343.44(1)(a) 001 OPERATING AFTER SUSPENSION	0	0	2	2	2	1	3	0	3	0	0	0	13
343.05(3)(c) OPERATE MOPED W/O VALID LICENSE	0	0	0	0	0	0	0	1	0	0	0	0	1
343.05(3)(a) OPERATE W/O VALID LICENSE	3	2	4	5	3	2	1	3	4	0	0	0	27
343.05 OPERATOR TO BE LICENSED	0	0	0	0	0	0	0	1	0	0	0	0	1
341.15(3)(A) IMPROPER DISPLAY/PLATES (NO PLATES)	0	0	1	0	0	0	0	0	0	0	0	0	1
341.15(1) FAIL/DISPLAY VEHICLE LICENSE PLATES	0	0	0	0	0	0	0	1	0	0	0	0	1
341.03(1) OPERATE AFTER VEH REV/SUSP OF REGISTRATION	1	0	1	0	0	0	1	1	1	0	0	0	5
343.05(3)(b) OPERATE MOTORCYCLE W/O VALID LICENSE	0	0	0	1	0	3	1	0	0	0	0	0	5
347.06(1) OPER W/O REQUIRED LAMP LIGHTED	0	2	0	1	0	1	0	0	0	0	0	0	4
347.413(1) NO TAMPERING W/IGNITION INTERLOCK DEVICE	0	0	0	0	0	0	1	0	0	0	0	0	1
346.89(1) INATTENTIVE DRIVING	4	0	0	2	2	1	0	0	1	0	0	0	10
346.63(1)(A) ORD OPERATING A MOTOR VEHICLE WHILE UNDER THE INFLUENCE	2	0	0	3	0	1	2	0	0	0	0	0	8
346.63(1)(A) CIR OPERATING A MOTOR VEHICLE WHILE UNDER THE INFLUENCE	0	0	1	0	0	1	0	0	0	0	0	0	2
TRAFFIC Totals	31	13	19	37	20	39	31	39	22	0	0	0	251
Totals	31	13	19	37	20	39	31	39	22	0	0	0	251

Municipal Citations 2022

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Totals
ORDINANCE													
10-1-15G(4)(C)(4) REAR YARDS STORAGE CANOPIES	0	0	0	0	0	0	1	0	0	0	0	0	1
10-1-15(3)(A) FENCE HEIGHT IN FRONT YARD	0	0	0	0	0	1	0	0	0	0	0	0	1
11-2-2 ELECTRICAL CODES	0	0	0	0	1	0	0	0	0	0	0	0	1
9-1-4 W/INJ DISORDERLY CONDUCT WITH INJURY	0	0	0	1	1	1	0	0	0	0	0	0	3
9-1-4 W/O INJ DISORDERLY CONDUCT WITHOUT INJURY	3	3	2	1	3	1	4	2	5	0	0	0	24
9-1-2(E)(3) POSSESS ANY ELECTRONIC SMOKING DEVICE UNDER 18	0	0	0	3	2	0	0	1	0	0	0	0	6
125.07(4)(B) 17-20 UNDERAGE DRINKING/POSSESS 17-20	0	0	0	1	0	0	0	0	0	0	0	0	1
9-1-1 947.0125(3)(C) UNLAWFUL USE OF COMPUTERIZED COMMUNICAITON-HARASSMENT	0	0	0	0	0	1	0	0	0	0	0	0	1
9-2-10(C) CONTRIBUTE TO TRUANCY	2	0	2	0	3	1	0	0	0	0	0	0	8
943.50(1M)(A) MISD RETAIL THEFT - ALTER PRICE	0	0	1	0	0	0	0	0	0	0	0	0	1
9-1-3 (2) 120.12(20) SMOKING ON SCHOOL PROPERTY PROHIBITED	0	0	1	0	0	0	0	0	0	0	0	0	1
943.13(1M)(B) TRESPASS TO LAND-REMAIN AFTER NOTICE	0	0	0	1	0	0	0	0	0	0	0	0	1
125.07(4)(A) 17-20 UNDERAGE DRINKING-PROCURES 17-20	0	0	0	2	0	0	0	0	0	0	0	0	2
9-6-6 PUBLIC NUISANCES AFFECTING HEALTH	0	0	0	0	0	0	1	0	0	0	0	0	1
9-6-4/OWNERS RESPONSIBILITY OF OWNERS FOR MAINTENANCE/CONTROL INSECTS/RODENTS AND OTHER PESTS	0	2	1	0	3	14	7	1	6	0	0	0	34
9-2-13 POSSESSION OF DRUG PARAPHERNALIA	0	2	0	0	2	0	0	0	0	0	0	0	4
9-2-12 POSSESSION OF TETRAHYDROCANNABINOLS/8 GM OR LESS	0	2	2	0	0	1	0	1	0	0	0	0	6
9-1-2(B) SALE OR GIFT OF CIGARETTES, NICOTINE OR TOBACCO PRODUCTS TO PERSON UNDER 18 YOA	1	0	0	0	0	0	0	0	0	0	0	0	1
6-5-7(C)-2-10 RESTRICTIONS ON KEEPING DOGS (DOG AT LARGE)	0	0	0	0	0	0	0	2	3	0	0	0	5
6-5-7(A)(2)(A) DOG AT LARGE - ON PREMISE	0	0	0	0	0	0	0	0	1	0	0	0	1
943.14 CRIMINAL TRESPASS TO DWELLING	0	0	0	1	0	0	0	0	0	0	0	0	1
6-1-1 125.07(4)(B) UNDERAGE DRINKING-POSSESS/CONSUMES	1	0	0	0	0	0	0	1	1	0	0	0	3
9-2-7 DISORDERLY CONDUCT WITH MOTOR VEHICLE (NOT IN PARK)	0	0	0	0	0	1	0	0	0	0	0	0	1

9-2-5/10P-7A LOUD AND UNNECESSARY NOISE/VIBRATIONS 10PM-7AM	1	0	0	0	2	0	0	0	0	0	0	0	3
9-2-1 DISCHARGE OR CARRYING FIREARMS AND GUNS	0	0	0	0	0	0	0	2	0	0	0	0	2
9-1-1 947.012 DISORDERLY CONDUCT WITH TELEPHONE	1	0	0	0	0	0	0	0	0	0	0	0	1
9-1-1 943.50(>\$10) RETAIL THEFT - OVER \$10	0	0	0	0	0	0	3	0	0	0	0	0	3
9-1-1 943.20 THEFT	0	0	0	0	0	0	0	0	1	0	0	0	1
9-1-1 943.14 TRESPASS TO DWELLING	0	0	0	0	0	0	1	0	1	0	0	0	2
9-1-1 943.13 CRIMINAL TRESPASS TO LAND	0	0	0	0	0	0	0	1	0	0	0	0	1
9-1-1 943.01(1) CRIMINAL DAMAGE TO PROPERTY	0	0	0	0	0	0	0	1	0	0	0	0	1
9-1-1 941.10 NEGLIGENT HANDLING OF BURNING MATERIALS	0	0	0	0	0	2	0	0	0	0	0	0	2
9-2-10(B) HABITUAL TRUANCY	1	1	2	1	1	0	0	0	0	0	0	0	6
9-2-10(A) SIMPLE TRUANCY	0	5	0	2	4	1	0	0	0	0	0	0	12
8-4-1(B) ABANDONMENT OF VEHICLES PROHIBITED	0	1	1	0	0	0	2	0	1	0	0	0	5
6-5-7(A)(2)(B) DOG AT LARGE - OFF PREMISE	0	2	0	0	0	0	0	0	1	0	0	0	3
6-5-1 DOG LICENSE	3	0	0	0	0	1	0	0	2	0	0	0	6
3-1-3 BONFIRES AND OUTDOOR FIRES	0	0	0	0	0	0	0	0	1	0	0	0	1
ORDINANCE Totals	13	18	12	13	22	25	19	12	23	0	0	0	157
Totals	13	18	12	13	22	25	19	12	23	0	0	0	157

September 2022 Juvenile Arrests

Statute	Crime Code and Description	Counts	# of Arrests using Crime Code
947.01(1) 13B	13B DISORDERLY CONDUCT - SIMPLE ASSAULT	1	1
943.20(1)(A)/FROM MV	23F THEFT FROM MOTOR VEHICLE	3	3
943.20(1)(A)THEFT OTHER	23H THEFT ALL OTHER	2	2
943.23(1) RECOVERED	280 OAWC/RECOVER STOLEN VEHICLE	2	2
961.41(3G)(B)	35A POSSESS OTHER SCHEDULE DRUG	3	3
961.41(3G)(E)	35A POSSESS THC	1	1
51.15	90Z EMERGENCY DETENTION/MENTAL HEALTH	1	1
946.41(1) OBSTRUCT	90Z OBSTRUCTING AN OFFICER	3	3
Totals:		16	16

September 2022 Adult Arrests

Statute	Crime Code and Description	Counts	# of Arrests using Crime Code
940.30	100 FALSE IMPRISONMENT	1	1
940.19(1)	13B BATTERY - SIMPLE	5	5
947.01(1) 13B	13B DISORDERLY CONDUCT - SIMPLE ASSAULT	5	5
940.203(2) THREAT	13C THREAT TO JUDGE/PROSECUTOR/LE OFFICER	1	1
940.32(2M)(B)	13C STALKING W/PRIOR CONVICTION	1	1
943.50(1M)(B) MISD	23C RETAIL THEFT - INTENTIONALLY TAKE- MISD	1	1
943.20(1)(A)/BUILDING	23D THEFT FROM BUILDING	1	1
9-1-1 943.20	23H THEFT	1	1
946.70(1)	26C IMPERSONATING A PEACE OFFICER	1	1
943.01(1)	290 CRIMINAL DAMAGE TO PROPERTY	2	2
961.41(3G)(G)	35A POSSESS METHAMPHETAMINE	1	1
961.573(1)	35B POSSESS DRUG PARAPHERNALIA	1	1
9-1-4 W/O INJ	90C DISORDERLY CONDUCT WITHOUT INJURY	2	2
947.01(1) 90C	90C DISORDERLY CONDUCT - GENERAL	8	8
813.125(7)	90F VIOLATE/HARASSMENT RESTRAINING ORDER	2	2
968.075(1)(a)	90F DOMESTIC ABUSE	12	10
968.075(5)(A)1	90F CONTACT AFTER DOMESTIC ABUSE ARREST	1	1
125.07(4)(B) 17-20	90G UNDERAGE DRINKING/POSSESS 17-20	1	1
9-1-1 943.13	90J CRIMINAL TRESPASS TO LAND	1	1
51.15	90Z EMERGENCY DETENTION/MENTAL HEALTH	2	2
6-5-1	90Z DOG LICENSE	2	2
6-5-7(A)(2)(B)	90Z DOG AT LARGE - OFF PREMISE	2	2
6-5-7(B)(4)	90Z BARKING DOGS	2	2
8-4-1(B)	90Z ABANDONMENT OF VEHICLES PROHIBITED	1	1
813.125(3)	90Z VIOLATE TEMPORARY RESTRAINING ORDER	1	1
9-6-4/OWNERS	90Z RESPONSIBILITY OF OWNERS FOR MAINTENANCE/CONTROL INSECTS/RODENTS AND OTHER PESTS	5	5
946.41(1) OBSTRUCT	90Z OBSTRUCTING AN OFFICER	1	1
946.49(1)(a)	90Z BAIL JUMPING-MISDEMEANOR	8	6
946.49(1)(b)	90Z BAIL JUMPING-FELONY	3	1
947.01(1) 90Z	90Z DISORDERLY CONDUCT - OTHER OFFENSES	1	1
968.09(1)	90Z WARRANT ON FAILURE TO APPEAR	1	1
973.10	90Z PROBATION HOLD	6	6
Totals:		83	77

2022 Public Works/WWTP Tracking			2022		Section 10, Item C.	
			October	Year-to-Date	October	Year-to-Date
ENGINEERING 2022						
		Landfill Leachate Pumpage (gallons)	383,999	5,982,624	541,810	5,896,934
		Precipitation	1.15	29.13	2.82	30.07
		Number of Encumbrance property checks	22	274	21	305
STREET DIVISION 2022 (Manhours)			October	Year-to-Date	October	Year-to-Date
53200		Shop/Vehicle Maintenance	440	4,453	229	3,853
53300		Street Maintenance	174	1,234	132	1,488
53310		Street Cleaning	122	908	66	951
53320		Street Signs/Painting	2	557	4	818
53330		Snow & Ice	5	732		746
53337		PT Snowplowers		26		317
53380		Bridge - maintenance		22		36
53381		17th Street Bridge opening		316	2	368
53620		Refuse/Garbage		4		2
53625		Recycling/Leaf Collection	164	174	90	117
53640		Weed Cutting		256	10	219
53650		Work for Others	667	3,929	411	4,087
53700		Landfill Maintenance	3	53		107
53710		Landfill Sampling		13		11
*****		PBS Sewers	1	47	2	52
*****		Salted Streets		15		12
*****		Plowed all city streets		5		4
*****		Open 17th Street Bridge		747	3	1022
WASTEWATER UTILITY 2022			October	Year-to-Date	October	Year-to-Date
		Wastewater Treated, Gallons	54,244,000	595,219,500	69,908,000	1,205,665,000
		MONTHLY AVERAGE: Daily Flow, Gallons	1,750,000	2,180,700	2,255,000	2,320,301
		MONTHLY AVERAGE: Daily BOD, Lbs.	4,631	4,321	3,448	4,156
Plant Discharges (MONTHLY AVERAGE)						
		Biological Oxygen Demand (BOD), mg/l	7.00	6.87	6.60	9.76
		Suspended Solids, mg/l	8.20	5.71	6.90	8.79
		Ammonia, mg/l	0.05	0.23	0.08	0.63
		Phosphorus, mg/l	0.31	0.25	0.51	0.43
		Fecal Coliform, per 100ml	24.00	18	14.00	56.60
		pH, Min (6.0)	6.70	6.7	6.90	6.84
		pH, Max (9.0)	6.80	6.9	7.10	7.05
Chemicals						
		Polymer, Gallons	88	880	88	880
		Ferric Chloride, Gallons	2,614	24,795	2,586	21,400
P&Fonly		Chemical Purchases for the month	\$ 11,681.75	\$ 56,807.95	\$ 6,172.96	\$ 31,692.76
		Mishicot Payment to City	\$ 5,041.99	\$ 67,263.78	\$ 6,906.24	\$ 69,624.29
		Emergency call-ins	3	14	1	18

October 2022 Public Works Narrative Tasks**ENGINEERING 2022****17th Street Reconstruction**

- Limits from East Street to Zlatnik Drive, and East Park Street to Jefferson Street
- Project was bid on February 23, with low bid from Jossart Bros. Construction
- Started water main construction July 25.
- Completed underground utilities Sept 28
- Grading and gravelling operations completed Sept. 30
- Mainline paving operations completed Oct 21
- Concrete apron, sidewalk and miscellaneous paving to begin and completed in November
- Anticipating terrace restoration to be completed in the middle to end of November

Lead water services and Sanitary Sewer lateral Replacement

- Project was bid February 23, with Essential Sewer & Water being the low bidder
- Contractor started work on other laterals August 1. Substantial completion of 52 service replacements October 5
- Completed Adams Street concrete work October 31

Eggers Pond, (near 20th St & East River St)

- City staff and consultant continue to work on project coordination
- Contract was bid June 2, 2021, with Superior Sewer & Water being the low bidder.
- Pond plantings installed in August; Prairie plantings (around the pond) scheduled for October
- Street paving on 20th Street is expected to occur by early November

Street Improvement Grants

- Staff submitted additional applications in early June for street improvement grants for years 2023-2027.
- DOT notified City of grant for resurfacing Emmet Street (17th to 22nd)
- Work would be scheduled for 2025.

Pierce Court Drainage

- Staff is coordinating with a consultant on cleaning a drainage ditch which drains the Pierce Court area

Shoreline Protection

- Staff and consultant submitted the permit application for shoreline protection placed at DPW/WWTP area, Eggers Pond Site, Lot F, and Neshotah Pond area, as required by DNR.

Sidewalk Repair

- Future contract(s) to be bid for additional sidewalk complaint areas, as marked in prior years/.
- Staff is responding to additional complaints, for which notices have been sent to affected residents.
- Storm Lateral, and mini storm sewer work continues to be considered to help provide location for sump pump discharge, and reduce inflow into sanitary sewer.

STREET DIVISION 2022

- 17th St. Bridge Openings (18)
- Set Up Barricades For Fireworks
- Set Up Detour For Ethnic Fest
- PBS Sewers (3) City Line Was Open All Three
- Biweekly / Monthly Sewers
- Hydro Vac At WWTP
- Hydro Vac For Electric Dept.
- Street Openings / Service Lateral Repairs
- Clean Storm Sewer Grates
- Fill Potholes With Cold Mix
- Street Sweeping
- Haul Street Sweepings To Landfill
- Salt Brine Tank / Empty / Clean /Repair / Refill
- Paint Parking Stalls Senior Center
- Repair Replace Street Signs
- Make Specialty Signs

WASTEWATER UTILITY 2022



**Two Rivers
October 2022**

Prepared By: Patrick Murphy – MEUW Regional Safety Coordinator

SAFETY REPORT

ACCOMPLISHMENTS

1. Training

- Annual Training Review
- Fork Lift certification (electric new employees)

2. Audits/Inspections

None

3. Compliance/Risk Management

- Site and field inspections
- First Aid supplies and upcoming compliance changes (October of 2022)
- Stop the Bleed kits to be added to city vehicles with a need

GOALS AND OBJECTIVES

1. Training

- Winter Safety
- Table Top Exercise Development ongoing

2. Audits/Inspections

- Field Inspections

3. Compliance/Risk Management

- Continue to promote good investigation and root cause analysis for all incidents
- Promote incident and near miss reporting
- Stop the Bleed Training for all FA/CPR/AED trained employees

Oct-22

CITY OF TWO RIVERS

Section 10, Item C.

ULTRAFILTRATION FACILITY MONTHLY OPERATING REPORT

ULTRAFILTRATION MEMBRANE FACILITY PRODUCTION

TOTAL PRODUCTION	32,761,300 GAL/MONTH
LESS BACKWASH WATER	3,746,200 GAL/MONTH
WATER TO CITY	29,015,100 GAL/MONTH
MAX. DAILY WATER PRODUCTION	1,353,060 GAL/DAY
MIN. DAILY WATER PRODUCTION	959,140 GAL/DAY
AVERAGE DAILY WATER PRODUCTION	1,056,820 GAL/DAY

TOTAL PRODUCTION	32761300 GAL/MONTH
WATER TO CITY	29015100 GAL/MONTH

PUMP OPERATION

LOWLIFT PUMPS

1	2	3	
240	264	240	HR/MO
7.74	8.52	7.74	HR/DAY

HIGHLIFT PUMPS

1	2	3	4	
6	0	434	304	HR/MO
0.19	0	14.00	9.81	HR/DAY

USED FOR PRODUCTION ONLY

CHEMICAL USAGE

PRE MEMBRANE HYPOCHLORITE
 POST SODIUM HYPOCHLORITE
 RESERVOIR HYPOCHLORITE
 50% SODIUM HYDROXIDE
 FLUORIDE
 50% CITRIC ACID

POUNDS USED	PMG	PPM
2531.5	0.09	0.00
3860.5	0.12	0.00
337.2	0.01	0.00
2002.0	0.00	0.00
708.5	0.02	0.00
0 gals	----	----

RESERVOIR OPERATIONS

HOURS OF OPERATION
 PUMP HOURS PER MONTH

HR/MONTH

PUMP 7	PUMP 8	PUMP 9	TOTAL
344	0	408	752

TOTAL GALLONS PUMPED PER MONTH

7,659,000 GAL/MONTH

MAXIMUM GALLONS PER DAY

265,000 GAL/DAY

MINIMUM GALLONS PER DAY

234,000 GAL/DAY

AVERAGE GALLONS PER DAY

247,065 GAL/DAY

REPORT PREPARED BY

Garret Wachowski AS

DATE

11/2/2022



**TWO
RIVERS**
WISCONSIN

City of Two Rivers

Finance Department
1717 East Park Street
P.O. Box 87
Two Rivers, WI 54241

MEMO

November 15, 2022

To: City Council

From: David Buss, Finance/Administrative Services Director
City of Two Rivers

Regarding: Assessing Services Contract

Sally Brunner announced on August 31, 2022, that she would not be renewing her contract to serve as our City Assessor for 2023. The current contract terminates on December 31, 2022. Sally has served the City well for 12 years and we are grateful for her service to the City.

City staff researched our options for Assessing Services and concluded that the best choice is Accurate Assessor, an assessing firm located in Menasha. Not only were they one firm that we were aware of from their professional reputation and communications, but they were the one firm that Sally Brunner suggested that we look at when asked for some avenues for us to pursue.

The City Manager, City Clerk, Finance Director, and Assessing Clerk met with representatives from Accurate Assessor on October 21st and we all came away with the feeling that they would be a good fit with the City. They had done their due diligence prior to the meeting, knowing much about the City, its valuations, and the status of us nearing a required full city revaluation.

Attached is a packet of information from Accurate Assessing providing information about the company, their experience, references, as well as the various proposals for their services. In the Two Rivers area, Accurate Assessing currently serves the Villages of Cleveland and St. Nazianz, as well as the Cities of Manitowoc and Brillion.

It is the recommendation of the City Manager, City Clerk, and Finance Director that we move forward on the 4-year Blend Option of this proposal, \$64,200 per year for 4 years. which will cover the on-going Assessing services as well as the State required Market Revaluation.

If done on its own, the revaluation was estimated to have a price tag of up to \$200,000.

A contact of another Assessing firm went unanswered.



ASSESSMENT SERVICES PROPOSAL

PREPARED FOR:



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Accurate is an independent assessment firm and will never outsource our assessing services to an outside contractor.

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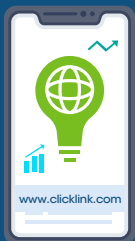
To navigate on a digital copy, please **click the page heading above to jump to the page you would like to review**. Click on the Accurate logo on each page to jump back to the Table of Contents.

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A clickable link will appear. Select the link and enjoy the content!

Test this link to our website!



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INTRODUCTION

We appreciate the opportunity to serve the City of Two Rivers!

For over 22 years, Accurate Appraisal has continuously improved the assessment experience through **innovation, education, and technology**. We understand that Two Rivers is a unique community, therefore we provide solutions tailored to fit your specific needs.



We firmly believe that every property owner comes first. They should be part of the assessment process and not just an end result. We work hard to make sure **everyone is treated fairly and equitably**.

TRANSPARENCY

is our core principle in educating and empowering those we serve.
our employees.
municipalities.
the community.

OUR CORE VALUES:



1. WE ARE FAMILY

We have an unwavering loyalty to each other and our customers. We Respect & Encourage each other and appreciate uniqueness. We value and support each other's health, safety and work/life balance.



2. ALWAYS TRANSPARENT

We are Open & Honest in ALL interactions, sharing our data, processes, information, mistakes, and victories. We hold each other accountable. Our availability to our customers and family members is abundant.



3. EMBRACE GROWTH & INNOVATION

We are comfortable being uncomfortable while striving to get better every day. We foster and enhance customer relationships while seeking to learn and develop. We offer to teach and mentor customers and family members.



4. BE ADMIRABLE

We guard our integrity by doing the right thing - ALWAYS. We strive for quality and precision in our work, our products, and our services. We act like owners and honor our word and commitments. We choose candor, respect, and kindness.



5. WE ARE A BOATLOAD OF FUN!

Positivity is our attitude of choice. We have infectious spirits bringing enthusiasm and excitement to all we do. We are passionate and value diversity and inclusion. There's no reason too small to celebrate.



Our Mission:

Engaging our employees to collaborate, educate, and deliver the most reliable and transparent assessment solutions through innovation, communication and technology.

ASSESSMENT TEAM

Your assessment team has access to over **195 YEARS** of assessing experience!

Our approach of the **Assessment Team** means each assessor coordinates their efforts from accountability officers to our field team and customer service. Throughout the entire assessment process - field work, attending open books and closing boards of review, our services are completed as a team. You will have full access to 1 account manager as your main point of contact which will be determined during the transition process.



33 EMPLOYEES

27 ASSESSOR I & II
2 ASSESSOR III
4 SOFTWARE/IT



Bill Gaber is our overall **operations manager**. He is an assessor II with over 11 years of experience. Bill mentors all of our assessors and plans the overall assessment schedule. He works closely with each coordinator to ensure every team member completes their tasks.

Amanda Meade is our customer experience manager. Her role is to guide and select your account manager. She leads all account managers ensuring they meet your needs.

Account Manager your account manager will be selected during the transition period. The person selected will be your #1 main point of contact for city employees and will work with the statutory assessor.

Jamie Busha will be reviewing all data for quality & accuracy. This important measure ensures every step of our assessment process is checked for errors before notices are sent. She also manages the personal property department. Jamie is an assessor II.

Amy Baji will be collecting blotters, both printed and digital. She will verify personal property accounts and post the assessment roll online. Her #1 goal is to minimize dooimages. She is an assessor II.

Terri Muskevitsch will be managing our assessor certified customer service agents. Terri is in charge of tracking all correspondence to share with your team. Terri is an assessor II.

Chris Plamann will be involved in building an intentional community education plan. He will build creative videos, mailings and social media content to educate property owners. He is an assessor II.



PROUD PARTNERS WITH:



OPERATIONS MANAGER

Section 11, Item A.



BILL GABER

Operations Manager - Assessor II

billg@accurateassessor.com 920.213.1916

ABOUT ME

I have a thorough background in business and finance. I also have over 10 years of experience in the assessment industry. My involvement in coaching youth sports has increased my leadership skills to develop successful teams. Watching teams grow and learn is my passion. I look forward to working with you and your community.

"I like to lead by example both at home for my son (19 years old) and for those that I work with."

EXPERIENCE

- Determine values using the three approaches Sales, Income, Cost
- Managed over 150 Market revaluations
- 100+ Open Book and Boards of Review
- 8+ years of scheduling fieldwork assignments
- Statistically analyze market trends
- Land valuation review
- Filed word duties
- Estimate valuations for TID creations
- GIS mapping
- Closing Boards of Review

EDUCATION

University of Wisconsin - Oshkosh 1996
Business

COMMUNITY INVOLVEMENT

Little League coach for 7 years
American Legion Baseball Coach for 4 years –
Won the Wisconsin AA state title in 2021
Coached youth Football for 6 years

STRENGTHS/SKILLS

Management
Organization
Team Leadership
Operations

Self-Motivation
Creativity
Communication
Development

CERTIFICATION



EXPERIENCE MANAGER

AMANDA MEADE

Customer Experience Manager - Assessor II

amandam@accurateassessor.com 608.438.4476



ABOUT ME

I am an optimistic and outgoing person that loves to try new things. I love to travel! Around the US, the world and especially within Wisconsin! I am highly organized and dedicated with great problem-solving skills. I love to work with a great team and develop new ideas. In my free time I love to spend time with my big family. I really enjoy spending time with my family on the water and having adventures at our cabin up north! I am so excited about working with many different people toward common goals.

"If you can be anything in the world, be kind"

EXPERIENCE

- Determine values using the three approaches: Market, Income, Cost
- Closing Boards of Review
- New Construction Field Work
- Management of Property Record Data
- Property Sketching
- Statistically analyze market trends
- Land valuation review
- Review of Assessment Data
- Open Book and Roll Work
- GIS mapping

WORK HISTORY

Executive Director
Non Profit - 7 years

Executive Director
Preschool- 10 years

STRENGTHS/SKILLS

Problem Solver	Organized
Professional	Communication
Building Relationships	Empathetic
Personable	Consistent

CERTIFICATION



CUSTOMER SERVICE TEAM

When property owners call us they get a live person.

Our agents are trained assessors that answer questions quickly and educate property owners on the assessment process. Our **online appointment scheduling tool** is available 24/7.

Property owners have full access to us on our main line, email address, and live chat on our website. We utilize a visual voicemail service which speeds up our response time. Voicemails are monitored daily to we make sure respond within 24 to 48 hours. All of these services are included at no additional cost to you.



MEET OUR CUSTOMER SERVICE TEAM MEMBERS:



"Being the first connection with property owners, my goal is to be able to help them understand the process of assessing and how it affects them. Being a property owner, I understand how confusing and daunting the process can seem. It is extremely rewarding when I answer their questions, help them understand the process, and make someone's day a little better."

TERRI MUSKEVITSCH since 2007

Customer Service Manager - Assessor II

terrim@accurateassessor.com 920.749.8098



"Talking with property owners on a daily basis gives me the opportunity to educate them on the assessment process. I take it as a challenge to convey positivity when not all of my interactions start out that way. Fairness and equity is paramount in my job and I take it very seriously."

AMY BAJI since 2011

Personal Property Coordinator- Assessor II

amyb@accurateassessor.com 920.749.8098



"The best feeling in the world is hanging up a phone and knowing I was able to help property owners understand their assessment. My background in hospitality gives me the tools I need to be empathetic to their needs. I have been known to make people laugh - because my laughter is infectious."

PATTI PETERS since 2010

Customer Service - Assessor I

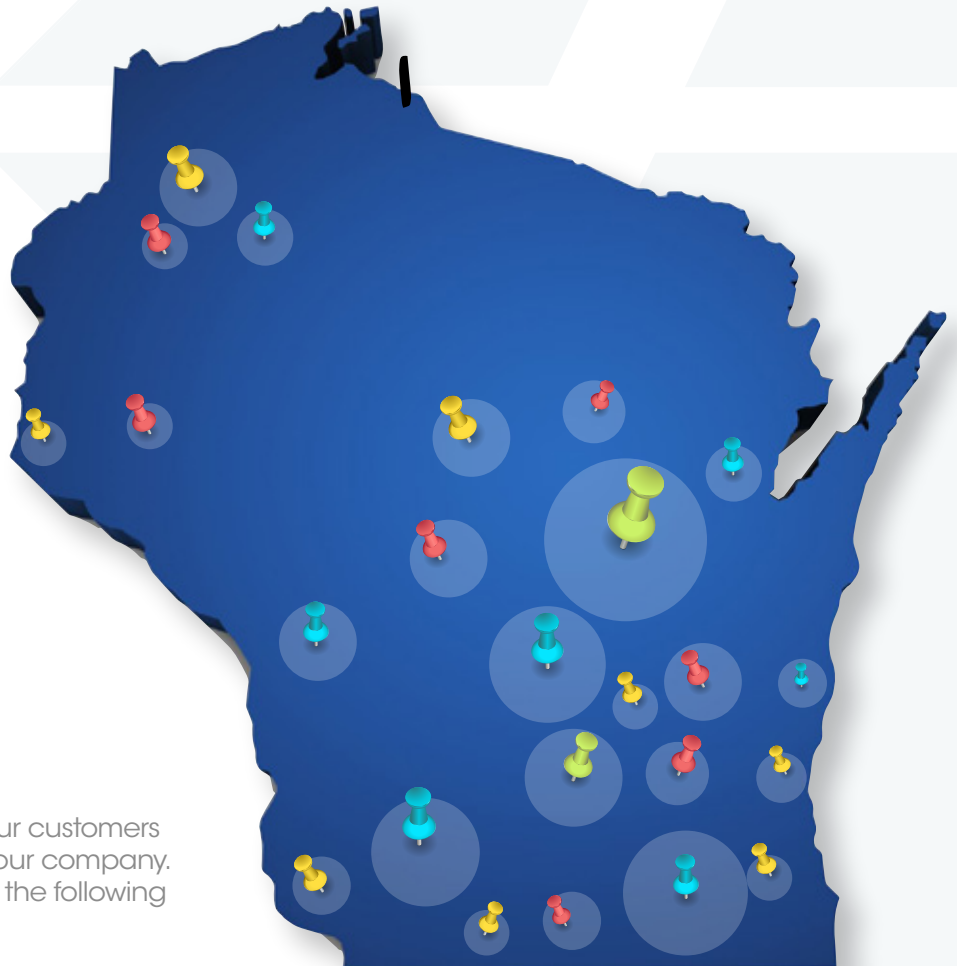
pattip@accurateassessor.com 920.749-8098

WHO WE SERVE

ALL - PROPERTY OWNERS
ALL - EMPLOYEES
111 - MUNICIPALITIES
22 - COUNTIES

We serve a variety of municipalities across the state. From small towns to large cities, we focus on one thing. **Putting property owners first.** A phrase we often hear is, "You're not a typical assessor," and we are proud of that. We strive to be inclusive and understanding with everyone we serve. Our passion to embrace growth and innovation stems from low assessment standards.

We value **transparency** in everything we do. We work with board and council members, commercial property owners, homeowners, real estate agents, and the list goes on and on. The common theme is that no matter who you are, at Accurate we will work late or go the extra mile to serve property owners. Don't think of us as a contract assessor, think of us as **a trusted advisor here to serve you and your community.**



Our client retention rate is 99%. Many of our customers have been with us since the inception of our company. A list of all municipal clients we serve is on the following page of this proposal.

MUNICIPAL CLIENT LIST

MUNICIPALITY	TYPE	POPULATION	EQ VALUE	PARCELS	SERVICE
Franklin	City	35,451	3,608,867,300	11,971	FULL VALUE
Manitowoc	City	32,936	1,392,199,900	12,374	BLEND
De Pere	City	24,893	1,618,168,000	7,664	FULL VALUE
Watertown	City	22,926	1,203,821,500	7,351	BLEND
Fox Crossing	Village	18,892	1,198,650,600	6,246	FULL VALUE
Onalaska	City	18,712	1,405,385,500	5,895	BLEND
Cudahy	City	18,200	904,066,900	5,877	FULL VALUE
Oconomowoc	City	16,847	1,898,997,800	6,160	FULL VALUE
Beaver Dam	City	16,476	740,557,500	5,545	FULL VALUE
River Falls	City	15,800	934,801,400	1,368	BLEND
Whitewater	City	14,517	433,367,500	2,607	FULL VALUE
Shorewood	Village	13,338	1,418,231,600	3,848	BLEND
Stoughton	City	13,134	937,153,400	4,427	FULL VALUE
Glendale	City	12,779	1,065,226,500	5,030	BLEND
Baraboo	City	12,556	664,887,100	4,116	MAINTENANCE
Platteville	City	12,537	411,313,800	2,831	BLEND
Brown Deer	Village	11,964	674,445,400	4,264	BLEND
Greenville	Town	11,874	1,218,445,000	4,445	FULL VALUE
Harrison	Village	11,532	1,128,775,500	4,307	BLEND
Burlington	City	10,668	670,648,100	3,435	FULL VALUE
Monroe	City	10,661	559,462,700	4,055	BLEND
Oregon	Village	10,390	1,121,101,700	3,634	FULL VALUE
Portage	City	10,365	408,028,900	3,181	FULL VALUE
Elkhorn	City	9,853	556,333,700	3,163	FULL VALUE
Sparta	City	9,522	400,746,900	3,157	FULL VALUE
New Richmond	City	8,966	700,313,500	3,483	FULL VALUE
Altoona	City	8,929	510,581,300	2,666	BLEND
McFarland	Village	8,449	916,289,300	3,072	FULL VALUE
Delavan	Town	8,385	1,027,819,100	3,609	BLEND
Monona	City	8,179	985,590,300	2,944	FULL VALUE
Windsor	Village	7,795	901,574,900	2,836	BLEND
Sheboygan Falls	Town	7,435	154,644,400	772	BLEND
Mount Horeb	Village	7,421	676,653,100	2,484	BLEND
Vernon	Village	7,227	1,054,853,500	2,947	BLEND
Buchanan	Town	7,082	584,171,400	2,407	FULL VALUE
Beloit	Town	7,038	462,018,800	3,288	BLEND
Madison	Town	6,881	184,263,900	1,306	FULL VALUE
Twin Lakes	Village	6,064	875,373,400	3,087	BLEND
Prairie du Chien	City	5,718	224,486,400	2,202	FULL VALUE
Edgerton	City	5,552	364,170,300	2,140	FULL VALUE
Rothschild	Village	5,325	333,417,900	2,132	BLEND
Saukville	Village	4,419	300,885,500	1,449	BLEND
Prairie du Sac	Village	4,378	363,372,900	1,581	BLEND
Bayside	Village	4,377	595,016,700	1,622	FULL VALUE
Prescott	City	4,229	312,132,400	1,471	BLEND
Cross Plains	Town	4,148	249,319,100	663	MAINTENANCE
Geneva	Town	4,099	912,896,900	3,755	BLEND
Mosinee	City	4,063	212,596,800	1,726	BLEND
Sugar Creek	Town	3,973	382,156,500	1,953	BLEND
Chilton	City	3,828	177,642,000	1,493	BLEND
Lancaster	City	3,760	192,492,400	1,591	BLEND

BLEND

Years of maintenance with a market revaluation at least one year of the contract.

MAINTENANCE

Review of permits, new construction, splits, etc.

FULL VALUE

Annual Revaluations. A market revaluation performed every year.

MUNICIPALITY	TYPE	POPULATION	EQ VALUE	PARCELS	SERVICE
Combined Locks	Village	3,588	314,834,700	1,369	BLEND
Burke	Town	3,450	353,006,100	1,371	BLEND
Seymour	City	3,443	74,979,700	1,252	MAINTENANCE
Lyons	Town	3,440	388,811,700	1,782	BLEND
Menominee	Town	3,422	346,963,000	1,525	BLEND
Pleasant Springs	Town	3,387	481,121,500	1,435	FULL VALUE
Boscobel	City	3,231	103,974,100	1,176	BLEND
Fulton	Town	3,158	413,981,200	2,216	FULL VALUE
Wescott	Town	3,135	386,545,700	2,554	BLEND
Brillion	City	3,127	151,267,700	1,127	BLEND
Lodi	Town	3,059	504,898,900	1,646	BLEND
Dale	Town	2,842	252,326,200	1,151	BLEND
Walworth	Town	2,842	195,945,900	685	BLEND
Walworth	Village	2,824	164,495,100	955	BLEND
Union	Town	2,776	178,423,300	732	MAINTENANCE
Fox Lake	Town	2,709	203,679,900	938	BLEND
Dayton	Town	2,703	384,094,600	1,723	MAINTENANCE
Deerfield	Town	2,524	173,654,500	650	BLEND
Poynette	Village	2,494	170,308,900	880	BLEND
Caledonia	Town	2,491	180,754,800	974	BLEND
Fennimore	City	2,482	104,168,200	979	BLEND
Dekorra	Town	2,350	351,865,400	1,448	BLEND
Deerfield	Village	2,319	228,122,300	981	BLEND
Jefferson	City	2,231	400,186,600	2,747	FULL VALUE
Spring Prairie	Town	2,197	261,805,500	894	BLEND
New Glarus	Village	2,172	168,495,500	808	MAINTENANCE
Albion	Town	2,103	188,271,100	1,058	BLEND
Jamesstown	Town	2,077	174,781,600	1,023	BLEND
Pardeeville	Village	2,067	126,196,300	849	BLEND
Blooming Grove	Town	1,911	137,158,700	683	BLEND
Richmond	Town	1,835	228,604,700	1,039	BLEND
Randolph	Town	1,767	38,841,400	331	BLEND
Fontana	Village	1,713	1,303,832,100	2,712	BLEND
Darien	Town	1,588	126,297,100	565	MAINTENANCE
Springdale	Town	1,530	311,257,100	855	BLEND
Cambridge	Village	1,518	137,183,600	665	BLEND
Cleveland	Village	1,477	95,219,800	587	BLEND
Brooklyn	Village	1,466	115,985,800	495	BLEND
Eldorado	Town	1,443	99,975,300	618	BLEND
West Baraboo	Village	1,428	60,537,900	464	BLEND
Hazel Green	Village	1,200	60,805,000	398	MAINTENANCE
Berry	Town	1,188	176,335,000	544	MAINTENANCE
Bovina	Town	1,151	88,799,600	539	MAINTENANCE
Green Valley	Town	1,072	54,147,900	501	MAINTENANCE
Oregon	Town	1,053	432,821,500	1,258	BLEND
Marathon	Town	1,048	76,147,200	489	BLEND
Blue Mounds	Village	971	71,354,300	297	BLEND
Iron Ridge	Village	899	43,410,300	300	BLEND
Footville	Village	810	38,412,500	338	BLEND
Primrose	Town	774	67,890,400	341	BLEND
Saint Nazianz	Village	755	28,024,800	272	BLEND
Cambria	Village	753	29,585,400	326	BLEND
Perry	Town	737	59,221,900	353	BLEND
Sullivan	Village	669	37,904,600	232	BLEND
Upham	Town	647	169,759,000	942	BLEND
Rose	Town	595	59,950,200	488	BLEND
Courtland	Town	510	20,890,400	241	BLEND
Coloma	Village	456	17,531,000	252	BLEND
Friesland	Village	356	13,642,600	160	MAINTENANCE

OUR HISTORY

Accurate was **founded 22 years ago** on **complete Transparency and Communication.**

For many years it was common practice for assessment firms to suppress information from the public. This resulted in a lack of understanding and mistrust within the community. The founders of Accurate recognized these shortcomings and began pioneering **new innovative assessment standards.** Over the years we have developed web-based digital property record cards, created web based scheduling options, and built our own CAMA to update data digitally in the field. With a combined experience of **over 180 years** Accurate has continuously improved the assessment experience through **innovation, education, and technology.**

2000 - 2005

20 municipalities
Building digital data online
New Website
Full Value Service Options
Blend Options - more affordable and budget friendly

2010 - 2015

90 Municipalities
Started building proprietary CAMA
Still growing - added more employees

2005 - 2010

75 municipalities
Online scheduling available
Moved to new location on Midway Rd.
Growing - added new employees

2015 - PRESENT

100+ municipalities
Digital assessments in the field
CAMA software Prolorem launches
Live assessor certified customer service
Intentional community education plan

At Accurate we make a concerted effort to connect and learn the nuances of each community. There is no **"cookie-cutter"** way to assess unique communities. We tailor our services to fit the needs of everyone we serve. **Here is a small sample:**

UNIQUE ASSESSMENTS

Views of the Capital Building - Dane County
Views of the lake - Fontana
Bayshore Mall - Glendale
Access to the Chain of Lakes - Dayton
All of Menominee County
Dock-O-Miniums - Fontana

CORPORATE BUSINESS

Secura - Fox Crossing
Johnson Controls - Glendale
Foth - De Pere
Miron - Fox Crossing
Cleary Building - Greenville
Humana Insurance - De Pere

TAX EXEMPT EXPERIENCE

St. Norbert College - De Pere
Divine Savior Hospital - Portage
Skaalen Retirement Services - Stoughton

DISTRIBUTION/WAREHOUSING

WALMART Distribution center - Beaver Dam
Amazon - Greenville
TARGET - Oconomowoc

ALL INCLUSIVE SERVICES

- ✓ **FREE** Web Data Access
- ✓ **CUSTOM** Community Education
- ✓ **LIVE** Customer Service
- ✓ **CLOUD** Based Assessment Software

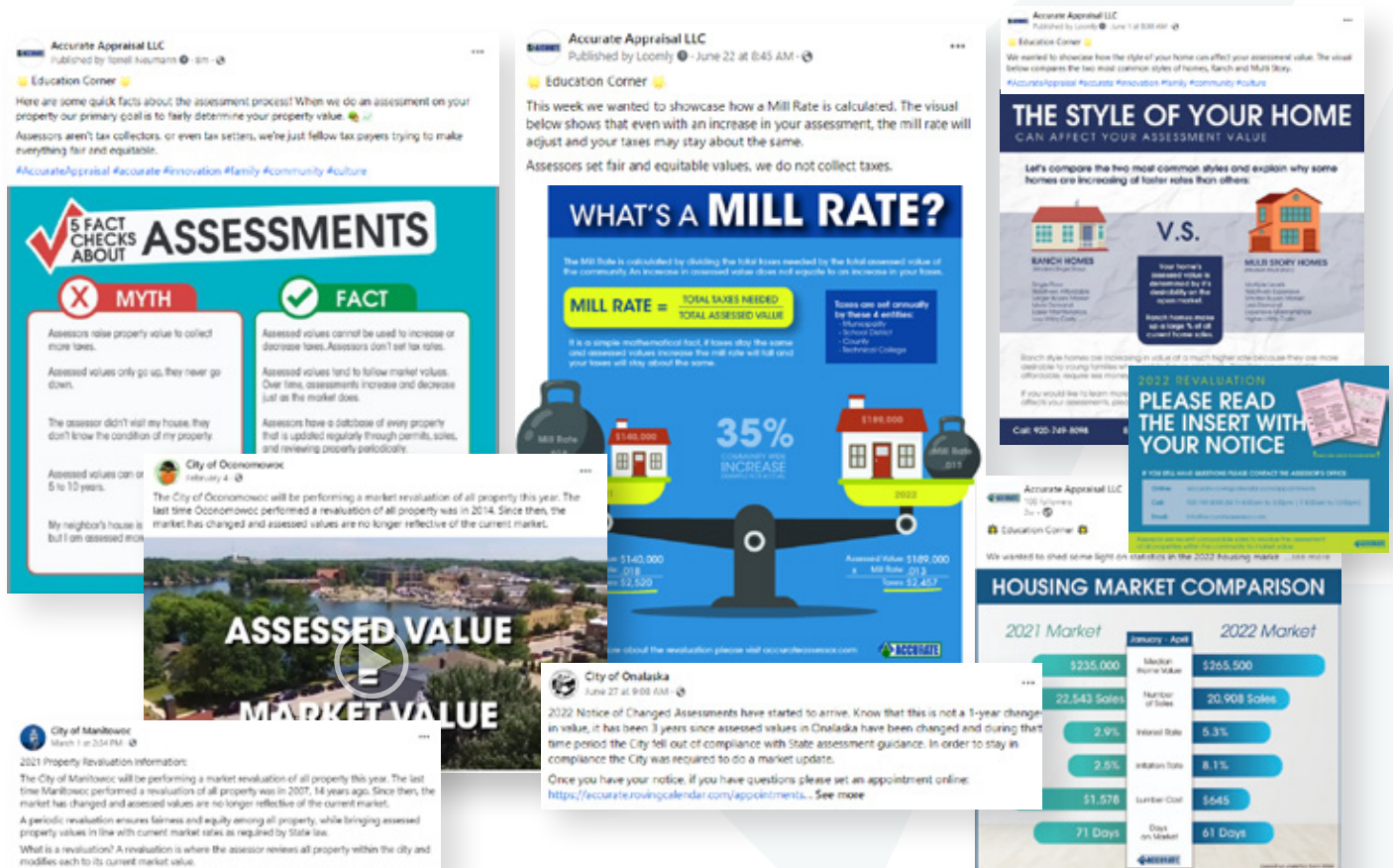
- Access to a dedicated assessor certified Account Manager
- Online appointment scheduler
- Telephone and Virtual Open Book appointments
- Customized videos and educational materials
- Active live chat function available on our website
- Dedicated quality management
- Virtual walk-through options
- Maintenance inspections

POSITIVE INTERACTION

Section 11, Item A.

Through **Social Media** we build a positive and informative **two-way communication** with your community.

We instantly connect with thousands of property owners to **quell the stigma of taxes and assessed values**. When you don't involve your community they feel left out and discouraged about the assessment process. **Our transparency ensures property owners are engaged** so they don't feel like they're just another un-informed taxpayer.



Accurate builds relationships with your community! For example our Personal Property department created an instructional video on our website showing how to fill out PP statements.

"Just wanted to let you know, I was not looking forward to filling out the form. But the instructional video and the information on your website made the process a lot easier than I thought it would be. Thank you!"

Barr Resort - Kika Barr



Our assessors go above and beyond just valuing property. The classification of land changed for this property owner. We helped him by working with the DOR on properly classifying his land.

"Paul at Accurate was very helpful with my land classification and working with the DOR. He was very gracious and professional through the journey."

Primrose Resident - Duane Wagner

EDUCATION PLAN

Section 11, Item A.

Our education plan puts your community first. We utilize your channels of communication to educate your community. Together we will create a **two-way channel of communication** through social media, council meetings, newsletters, post card mailings, custom videos, and much more!

Our competitors do not use educational channels to notify property owners. The first time owners find out about a revaluation is about **30 days** before the board of review.

This one-way channel of communication is not transparent and leaves property owners scrambling to figure out what is going on. Often times this creates a rift between property owners, the municipality and the assessor.

6 STEPS TO EDUCATION:

1. WEEKLY SOCIAL MEDIA



Every week we share content on social media for you to share with your community. We mix this with a schedule of postings over the coming year to let property owners know what to expect and the status of the current market. Involving the community ensures we have two-way communication through the assessment process.

2. COUNCIL MEETINGS



Your community will inevitably have questions about the how assessments work. We will attend board meetings to educate your members arming them with the knowledge they need to explain the assessment process with property owners.

3. NEWSLETTER/MAILING

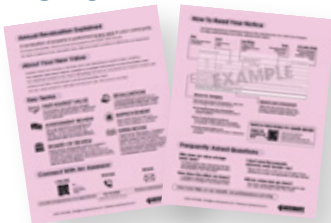
We have custom newsletter content that explains assessments, what to expect, and the schedule of social media postings to keep your community engaged. We will help you enhance the connection you have with your property owners.

4. WEBSITE



Updating your website with a custom video helps explain what a revaluation is and what to expect. We will build links to property record info and educational FAQ's for the revaluation. The community utilizes your website as a resource, we serve them best by keeping them up to date.

5. NOTICES



A notice of new value will be mailed to every property owner. Inserted with the notice will be an Understanding Your Assessment sheet explaining the assessment process with QR codes, links to videos, an online appointment scheduler, and access to our customer service team.

6. OPEN BOOK & BOR

Our Open Book process starts as soon as your property owners get their notices and ends a few days before board of review. Appointments can be set online or they can call at their convenience. Rolls are posted online and we help prepare clerks for any cases before Board of Review.

EDUCATION EXAMPLES

Section 11, Item A.

We update our Facebook and Linked in pages weekly with education and information on how the assessment process works. You can review our posts by clicking the social media icons or by the links below.



www.facebook.com/accurateappraisalllc



www.linkedin.com/company/accurate-appraisal-llc

5 FACT CHECKS ABOUT ASSESSMENTS

MYTH

Assessors raise property value to collect more taxes.

Assessed values only go up, they never go down.

The assessor didn't visit my house, they don't know the condition of my property.

Assessed values can only be changed every 5 to 10 years.

FACT

Assessed values cannot be used to increase or decrease taxes. Assessors don't set tax rates.

Assessed values tend to follow market values. Over time, assessments increase and decrease just as the market does.

Assessors have a database of every property that is updated regularly through permits, sales, and reviewing property periodically.

Each community is unique. Some are assessed annually while others go years without re-assessment.

2022 NEW CONSTRUCTION PROGRESS CHECKS

Accurate Appraisal will be in the area to check new construction progress. They will not be going into houses but you will see them driving around.

WHEN: Mid to late January, 2022

WHY: To check on New Construction

Vehicles will be well marked with ACCURATE on the side.



If you have questions please call the assessor's office 920-749-8098 or email info@accurateappraisal.com

HOUSING MARKET COMPARISON

2022 Jan-April

\$265,500

20,908 Sales

4.9%

8.1%

\$645

61 Days

2021

Quarterly averages

Median Home Value
\$235,000

Number of Sales
27,172

Interest Rate
2.9%

Inflation Rate
2.5%

Lumber Cost
\$1,578

Days on Market
71

2022 May-Aug

\$276,200

32,293 Sales

6.2%

8.6%

\$452

82 Days

based on statistics from WRA

OPEN BOOK

**AUGUST 25th
12:00PM to 2:00PM**

A printed roll book and assessor will be in the office. Please set your appointment and an assessor will call you at your appointed time. We are offering phone appointments daily.

SET YOUR CALL BACK PHONE APPOINTMENT

Online: accuratehousingcalendar.com/appointments
Call: 920-749-8098 (M-F 8:00am to 5:30pm | F 8:00am to 12:00pm)
Email: info@accurateappraisal.com

WHAT'S A MILL RATE?

The Mill Rate is calculated by dividing the total taxes needed by the total assessed value of the community. An increase in assessed value does not equal to an increase in your taxes.

$$\text{MILL RATE} = \frac{\text{TOTAL TAXES NEEDED}}{\text{TOTAL ASSESSED VALUE}}$$

Taxes are set annually by these 4 entities:

- Municipality
- School District
- County
- Technical College

It is a simple mathematical fact, if taxes stay the same and assessed values increase the mill rate will fall and your taxes will stay about the same.



To learn more about the revaluation please visit accurateappraisal.com

WATERTOWN HOUSING MARKET

10 years since the last re-assessment

Why are property values going up?

A high demand in the housing market has caused home values to increase. The increase you are seeing is over a 10 year period. (approx 5.5% annually)

Assessors will use comparable sales up to January 1, 2022 to set fair market values for all properties in Watertown.

Watertown will be performing another evaluation in 2024. Should market values fall over the next 2 years, your value will fall to be in line with fair market value.

As assessed values increase the mill rate falls. We will cover the mill rate in another post very soon.



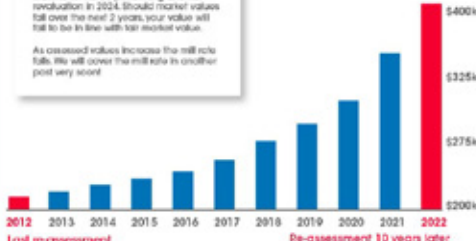
\$225,000 IN 2012



\$402,000 IN 2022

Median property values have been increasing year after year. The average increase per year in Watertown is 5.5% annually since 2012. The last revaluation.

55%
FROM 2012 to 2022
WRA
WATERTOWN REVALUATION AUTHORITY



Presented by: Accurate Appraisal



ASSESSMENT TIMELINE

Before January of each year we will send you options for open book and board of review dates. We will work with you to schedule new construction checks, field work, data entry, and the date notices are mailed. Below is a standard outline of what happens throughout the assessment timeline.

JANUARY

We start every year by visiting new construction to verify the % completion of new property. Trespass notices are mailed to property owners so they know we will be in the area.

If the property is not complete as of January 1st (each year) we update our records accordingly and flag the parcel/s for a final visit to measure and list the property as complete.



Personal Property post cards are mailed with digital submission options available.



This timeline may change depending on the agreed upon dates for Open Book and Board of Review.

FEB-MAR

New construction field checks are reviewed and verified by our office. Sales, permits, exemptions and any other assessment related data is updated in our records.

Initial DOR equalized values are reviewed. Personal Property is collected. Every PP record is saved digitally.

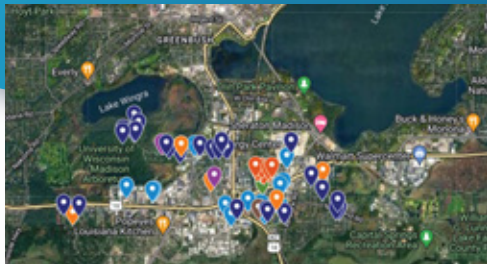
During a revaluation year education is implemented through social media, newsletters, and custom content.



APRIL

Properties are sorted and mapped for field inspections based on permits, sales, inspection requests, etc. Assessors update data on premise with their laptops.

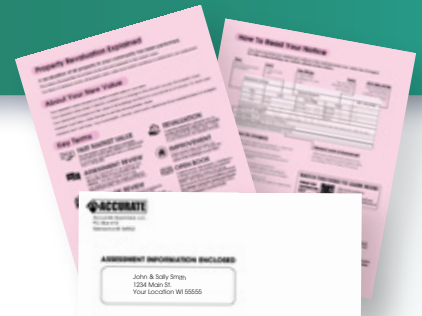
Initial market statistics from recent sales are calculated. Properties are segmented into neighborhoods to compare market values of like/similar property.



MAY-JUNE

Initial values are forecasted. Value checks are performed and revisions are made. Our import/export team works with the county to verify assessment and mailing data. Initial statutory board meeting must be held.

Notices are printed and mailed. Every notice includes an educational insert with links to videos and FAQ's. Rolls are posted online.



JULY-AUG

The assessment review period starts. Property owners can contact Accurate by phone, email, or online appointment. The open book period begins the day they receive their notice to the time board of review begins.

Final rolls are verified with the county and prepared for Board of Review. The assessor signs the final roll.



SOFTWARE

Our proprietary CAMA system is completely **CLOUD BASED**.

There are no costs for our software and no cost to convert your current data. We will post your property information on our website **FREE** to you and your community **24/7**. Each parcel shows detailed **images and information** and offers a digital option for sales questionnaires and personal property.



Our assessors are trained to **value and update properties on premise** eliminating errors from re-entering data. Property data is immediately updated as soon as a change is made. **PROLOREM** is the only software that updates online property record information in real time.

Your employees and property owners will be able to access the assessment data from any computer or mobile device. **PROLOREM** integrates multiple platforms such as: GIS, Apex Sketching Tool, iWorQ, etc. We will never charge to access or convert your data and you will never be charged to update or license our software.

PROLOREM | A REVOLUTION IN ASSESSING SOFTWARE

SOFTWARE COST: \$0.00
 LICENSING/MAINTENANCE: \$0.00
 SOFTWARE:
 INTEGRATION ABILITY: YES, \$0.00
 CONVERSION ABILITY: YES, \$0.00

There are never additional costs for conversions, updates, licensing, integrations, additions, etc.



SERVICE OPTIONS

The service options below are reflective of our complete services minus the office hours which would be billed as needed. Office hours would be an additional \$400 per day. The quoted costs may be adjusted based on the work completed by your current assessment staff.

4-YEAR BLEND

1 Market Revaluation, 3 Years of Maintenance

Option 1		2023	2024	2025	2026	Total
	Software Data Conversion	Included	Included	Included	Included	Included
	Community Education	Included	Included	Included	Included	Included
	Assessor Services	Maintenance	Market Revaluation	Maintenance	Maintenance	Blend
	Total	\$64,200	\$64,200	\$64,200	\$64,200	\$256,800

+ EXTERIOR INSPECTIONS
\$180,000

4-Year Blend - \$109,200
5-Year Blend - \$106,500
6-Year Alternating - \$110,300

January 1, 2023 - Dec 31, 2026

5-YEAR BLEND

2 Market Revaluation, 3 Years of Maintenance

Option 2		2023	2024	2025	2026	2027	Total
	Software Data Conversion	Included	Included	Included	Included	Included	Included
	Community Education	Included	Included	Included	Included	Included	Included
	Assessor Services	Maintenance	Market Revaluation	Maintenance	Maintenance	Market Revaluation	Blend
	Total	\$70,500	\$70,500	\$70,500	\$70,500	\$70,500	\$352,500

RECOMMENDED

January 1, 2023 - Dec 31, 2027

6-YEAR ALTERNATING BLEND

3 Market Revaluations, 3 Years of Maintenance

Option 3		2023	2024	2025	2026	2027	2028	Total
	Software Data Conversion	Included	Included	Included	Included	Included	Included	Included
	Community Education	Included	Included	Included	Included	Included	Included	Included
	Assessor Services	Maintenance	Market Revaluation	Maintenance	Market Revaluation	Maintenance	Market Revaluation	Alternating
	Total	\$80,300	\$80,300	\$80,300	\$80,300	\$80,300	\$80,300	\$481,800

January 1, 2023 - Dec 31, 2028

Maintenance:

We will inspect all permits, new construction and any demolitions. Every sale will be entered and reviewed. If there are changes to condition or missing information we will update the data to reflect. Any request for inspection from your community will also be visited during a maintenance year.

Market Revaluation:

During a market revaluation we will complete all of our inspections, check permits, and review sales just as in a maintenance year. We break down each property by neighborhood, style, age, location etc. Each will be evaluated and re-assessed to its new fair market value. A notice of new value will be mailed to the property owner. It is important that we start our education by the fall of the previous year, to ensure everyone knows about the revaluation before it happens.

Personal Property Removal

Should personal property taxes ever be removed the contract would be adjusted accordingly. A removal of \$4,000 annual cost would take effect. This will be laid out in the contract.

REFERENCES



DE PERE

Accurate Appraisal has served as the statutory assessor for the City of De Pere since 2005. In 2018, the City decided to adopt their annual Full Value Maintenance program. This transition has been beneficial to the City, because market trends over the past few years would have otherwise forced another city-wide revaluation. It also makes budget planning easier by supplying consistent information year-to-year. Our account manager at Accurate is extremely knowledgeable, and has always been responsive to our questions and needs. Accurate's proactive public relations campaign, which provides social media posts and additional website content, has been very helpful in communicating with and educating our citizens.



Carey Danen
CLERK/TREASURER

www.deperewi.gov
cdanen@mail.de-pere.org
(920) 339-4072 ext 1355

Project/Service: Annual Revaluations
Statutory Assessor: Kyle Kabe



CITY OF NEW RICHMOND THE CITY BEAUTIFUL

It is with enthusiasm that I recommend Accurate Appraisal, LLC. We could not have asked for a better partner to go through a full revaluation with this year. Their depth of experience allows them to handle even the most complicated of situations and their professionalism is obvious to our team, but more importantly to our residents. A revaluation is a big deal to a community, but doesn't have to be strain on City Staff - Accurate will get you through every step.



Michelle Scanlin
CLERK

www.newrichmondwi.gov
mscanlan@newrichmondwi.gov
(715) 246-4268

Project/Service: Annual Revaluations
Statutory Assessor: Paul Reynebeau



Amy White
CLERK

www.rfcity.org
awhite@rfcity.org
715.426.3408

Project/Service: Maintenance and Market Revals
Statutory Assessor: Allana Williams



Accurate Appraisal has professionally served as the Assessor for the Village of Fox Crossing since 2015. Over the past several years, Accurate Appraisal expertly conducted a full revaluation of the Village in 2017, and has maintained the Village at full value since 2019. A full value contract with Accurate Appraisal has provided a tremendous benefit to Fox Crossing. With the large increase in property values over the past few years, having the Village's assessed value grow incrementally over the past several years rather than a large increase in value in one year, is much easier to explain to Village residents. Accurate Appraisal has been a great partner with Fox Crossing in managing the difficult task of assessing.



GREENVILLE

We have worked with Accurate over the last three years, who performed a total revaluation of our municipality. Their leadership in the industry is one of the reasons why we chose Accurate as our Assessor. Their friendly, reliable service is why we continue to utilize Accurate. Timely, professional response has been appreciated and we trust them to serve our residents with dependable service and fair assessments.



Wendy Helgeson
CLERK

www.townofgreenville.com
whelgeson@greenvillewi.gov
(920) 757-5151 ext 1100

Project/Service: Annual Revaluations
Statutory Assessor: Kyle Kabe



Jeffrey S. Sturgell
Village Manager

www.fccommunity.com
JSturgell@foxcrossingwi.gov
(920) 720-7101

Project/Service: Annual Revaluations
Statutory Assessor: Kyle Kabe



SUMMARY

Thank you for taking the time to look over our proposal. Our philosophy of Transparency as well as our core values help guide our company and ensures that we are treating property owners fairly and equitably. We follow a rigorous review process to minimize assessment errors.

Your team will have access to **one main point of contact in your account manager**. They will answer municipal employee's questions, provide assessment information, and help whenever you need them. You will also have the option to add in office hours as needed.

We have listened to feedback from our municipalities and made changes to provide the best customer service in the assessing industry. Our **three LIVE assessor certified customer service representatives** answer questions quickly and, if needed, make adjustments on the spot over the phone. We track every interaction with your community throughout the assessment process and share this information at the board of review.

Implementing a progressive **education plan** and positive interactions within your community is paramount. No other assessment firm provides weekly educational content such as social media posts, educational videos, newsletter content and much more!

Our website offers a 24/7 online appointment calendar and hosts a chat feature. We also offer a **proactive education plan with social media posts, website updates, custom videos**, etc. The more your community knows about the assessment process the less they will fear how the process works.

Through innovation and technology we offer the most accessible CAMA system in the assessment world. All of your data is saved digitally online so you and your community can find property information quickly and easily. **The best part is, it's FREE to both you and the community.**

Our **Core Values** express who we are as a company. **We Are Family** - doesn't just mean our employees are family. **We embrace you and your community as our family.** We also believe in sharing the assessment process with everyone. Trust is important to us! **Transparency** between the property owners, the City of Two Rivers and the assessor is paramount in building a successful assessment program.



**Two Rivers Central Park West
Recommendation of Bid Results**

October 26, 2022

Greg Buckley
City Manager
City of Two Rivers
1717 E Park Street
Two Rivers, WI 54241



Dear Greg:

This memo is in reference to the bid opening for the Central Park West project that took place Wednesday October 26, at 2:30 PM.

We have reviewed the two bids received and found all to be complete. Bids ranged from \$899,719.30 to \$946,950.20. See the attached bid tabulation for the full itemized results. Vintoni Construction submitted the low bid of \$899,719.30. Vinton has built several similar projects recently and is qualified for this project. We have recent working project experience with them, confidence in their abilities to perform the project scope, and we have verified the scope of work and assumptions with them via phone call.

Our opinion of probable cost for the base bid project was \$946,604.00. The low bid was below our OPC and the high bid was \$346 above the estimate. The unit pricing submitted appears to be reasonable for current industry standards. After reviewing the bid and discussions with the contractor, it is our opinion that the City should accept the Vinton bid as received.

Please contact me if you have any questions.

Sincerely,



Blake Theisen, PLA, ASLA
Principal

Parkitecture + Planning
901 Deming Way, Suite 102
Madison, WI 53717

E blake@parkitecture.org
P 608.886.6808

Central Park West Redevelopment (#8296971)

Owner: City of Two Rivers

Solicitor: Parkitecture + Planning

10/26/2022 02:30 PM CDT

Line Item	Item Code	Item Description	UoM	Engineer Estimate			Vinton Construction Company			MIKE KOENIG CONSTRUCTION CO., INC.		
				Quantity	Unit Price	Extension	Unit Price	Extension	Unit Price	Unit Price	Extension	Extension
1		1 Mobilization	LS	1	\$40,000.00	\$40,000.00	\$73,000.00	\$73,000.00	\$141,640.00	\$141,640.00		
2		2 Erosion Control	LS	1	\$8,000.00	\$8,000.00	\$4,500.00	\$4,500.00	\$2,160.00	\$2,160.00		
3		3 Demolition	LS	1	\$50,000.00	\$50,000.00	\$16,208.00	\$16,208.00	\$6,826.00	\$6,826.00		
4		4 Earthwork	LS	1	\$40,000.00	\$40,000.00	\$30,000.00	\$30,000.00	\$34,506.00	\$34,506.00		
5		5 Dense Graded Basecourse	TON	804	\$20.00	\$16,080.00	\$23.00	\$18,492.00	\$16.75	\$13,467.00		
6		6 Asphaltic Pavement	TON	35	\$200.00	\$7,000.00	\$0.01	\$0.35	\$725.00	\$25,375.00		
7		7 Concrete Pavement - 5"	SF	5260	\$8.00	\$42,080.00	\$8.20	\$43,132.00	\$9.40	\$49,444.00		
8		8 Concrete Pavement - 6"	SF	4135	\$10.00	\$41,350.00	\$10.25	\$42,383.75	\$11.60	\$47,966.00		
9		9 Concrete Pavement - 6" Colored	SF	250	\$13.00	\$3,250.00	\$28.20	\$7,050.00	\$30.45	\$7,612.50		
10		10 Concrete Pavement - 6" Colored Stamped	SF	538	\$25.00	\$13,450.00	\$14.40	\$7,747.20	\$15.55	\$8,365.90		
11		11 Tactile Warning Plates	SF	20	\$25.00	\$500.00	\$35.00	\$700.00	\$38.00	\$760.00		
12		12 Curb & Gutter - 30"	LF	141	\$38.00	\$5,358.00	\$46.00	\$6,486.00	\$49.70	\$7,007.70		
13		13 Curbhead	LF	248	\$32.00	\$7,936.00	\$44.00	\$10,912.00	\$47.50	\$11,780.00		
14		14 Pavement Markings	LS	1	\$6,000.00	\$6,000.00	\$3,205.00	\$3,205.00	\$3,460.00	\$3,460.00		
15		15 Regulatory Signs	EA	4	\$400.00	\$1,600.00	\$300.00	\$1,200.00	\$85.00	\$340.00		
16		16 Concrete Seatwall	LF	230	\$250.00	\$57,500.00	\$353.00	\$81,190.00	\$343.50	\$79,005.00		
17		17 4" Storm Sewer	LF	98	\$40.00	\$3,920.00	\$4.00	\$5,292.00	\$47.50	\$4,655.00		
18		18 8" Storm Sewer	LF	174	\$50.00	\$8,700.00	\$53.00	\$9,222.00	\$51.85	\$9,021.90		
19		19 12" Storm Sewer	LF	124	\$65.00	\$8,060.00	\$67.00	\$8,308.00	\$58.30	\$7,229.20		
20		20 Yard Inlet	EA	1	\$800.00	\$800.00	\$1,020.00	\$1,020.00	\$4,625.00	\$4,625.00		
21		21 Storm Sewer Box Inlet	EA	4	\$3,500.00	\$14,000.00	\$3,180.00	\$12,720.00	\$5,565.00	\$22,260.00		
22		22 Storm Sewer Manhole	EA	2	\$4,000.00	\$8,000.00	\$3,392.00	\$6,784.00	\$5,645.00	\$11,290.00		
23		23 Storm Sewer Connection	EA	2	\$500.00	\$1,000.00	\$565.00	\$1,130.00	\$1,295.00	\$2,590.00		
24		24 Adjustment of Existing Structure	EA	1	\$800.00	\$800.00	\$500.00	\$500.00	\$865.00	\$865.00		
25		25 Water Lateral - 4"	LF	68	\$85.00	\$5,780.00	\$7.50	\$3,910.00	\$45.50	\$3,094.00		
26		26 Yard Hydrant	LF	1	\$1,500.00	\$1,500.00	\$3,405.00	\$3,405.00	\$3,090.00	\$3,090.00		
27		27 Watermain Service Connection and Fittings	LS	1	\$3,500.00	\$3,500.00	\$7,100.00	\$7,100.00	\$8,775.00	\$8,775.00		
28		28 4" Sanitary Lateral	LF	148	\$65.00	\$9,620.00	\$78.50	\$11,618.00	\$47.50	\$7,030.00		
29		29 Light Type A Installation	EA	4	\$800.00	\$3,200.00	\$1,432.00	\$5,728.00	\$1,550.00	\$6,200.00		
30		30 Light Type B Poles and Bases	EA	8	\$1,500.00	\$12,000.00	\$1,978.00	\$15,824.00	\$2,140.00	\$17,120.00		
31		31 Light Type B Catenary Lighting	LS	1	\$13,000.00	\$13,000.00	\$6,114.00	\$6,114.00	\$6,605.00	\$6,605.00		
32		32 Electric Service	LS	1	\$40,000.00	\$40,000.00	\$40,449.00	\$40,449.00	\$43,685.00	\$43,685.00		
33		33 Water Feature Equipment and Plumbing Installation	LS	1	\$55,000.00	\$55,000.00	\$66,750.00	\$66,750.00	\$67,980.00	\$67,980.00		
34		34 Restoration	LS	1	\$20,000.00	\$20,000.00	\$27,409.00	\$27,409.00	\$18,450.00	\$18,450.00		
35		35 Restroom Pavilion	LS	1	\$400,000.00	\$400,000.00	\$316,935.00	\$316,935.00	\$258,485.00	\$258,485.00		
36		36 Stone Perrons	LS	1	\$3,000.00	\$3,000.00	\$3,295.00	\$3,295.00	\$4,185.00	\$4,185.00		
Base Bid Total:						\$946,604.00	\$899,719.30	\$946,950.20				

Central Park West Project Summary

City Mgr's Office 11.18.2022

City-Purchased Items and Force Acct. Work

Ornamental Light Poles and Fixtures (4)	\$	12,730.00
Poligon Stage Structure	\$	204,700.00
City Force Acct. est for old stage demo and new stage construction	\$	45,000.00
Stage Back Panels	\$	4,000.00
Trees and Perennials	\$	10,000.00
Lawn Restoration (Great Lawn area)	\$	12,000.00
Pavers and Engraving	\$	30,000.00
Seatwall donor plaques	\$	5,000.00
Synthetic Ice	\$	120,000.00
Splashpad Equipment	\$	98,570.00
Site Furnishings (partial donation)	\$	10,000.00
Audio System	\$	49,000.00
A/E Costs	\$	150,000.00

SUBTOTAL \$ **751,000.00**

Vinton Low Bid **\$899,719.30**

TOTAL \$ **1,650,719.30**



**TWO
RIVERS**
WISCONSIN

FIRE DEPARTMENT

2122 Monroe Street
Post Office Box 87
Two Rivers, WI 54241

Section 11, Item C.



Steve T Denzien, Fire Chief

Phone.....920/793-5521

Fax.....920/793-5518

www.two-rivers.org

Memo

November 21, 2022

City Council Members,

I present and recommend to you today a proposal for the remounting/refurbish of Ambulance 5 (2011 F-450 Braun Ambulance).

Ambulance 5 was the used ambulance wisely purchased by the Two Rivers Fire Department (with city council approval) in winter of 2021 for \$50,000. This unit was intended to serve for two years and then be remounted due to cost savings and non-availability of new chassis for ambulance vehicles at that time.

When an ambulance is remounted the rear shell or "box" of the vehicle is kept and all the internal systems (electrical, heating, cooling, ect) are refurbished/upgraded and then placed on a new chassis therefore creating a "like-new" vehicle. The remount process is considerably more affordable then purchasing an all-new constructed vehicle. The current remounted ambulance bid is \$188,000 including color change and upgrades.

Current all-new construction ambulances are selling for \$300,000 plus with similar wait times as a remounted version.

In anticipation to needing a new ambulance the Two Rivers Fire Department requested assistance in grant form from the state of Wisconsin. We are happy to report that a grant in the amount of \$60,000 was provided to assist in the remount procedure. The grant amount could be used as a "down payment" this year and the remainder of the capital expenditure of \$128,000 would be paid in 2024.

I am requesting approval from the council to sign the purchase agreement with North Central/Braun Ambulance for a remount of Ambulance 5 with down payment of \$60,000 from the Wisconsin state grant this year and the remainder to be paid in 2024 through capital expenditure.

Respectfully

Steve Denzien



Braun Industries, Inc.
On-Demand Remount Order Form

Module Information

2011	Chief XL I	NO	YES
<i>Module Model Year</i>	<i>Module Model</i>	<i>Remounted Previously</i>	<i>Original Chassis</i>

Chassis Information

2024	Ford F450 193"wb Diesel	5717
<i>Chassis Year</i>	<i>Chassis Model</i>	<i>Production Number</i>

CUSTOMER NAME:

QUOTE EXPIRE:

BASE PACKAGE / CHASSIS TYPE (ENTER LINE # FROM OPTION CATALOG)

LINE#	Code #	Description	Price
1	01-CHF I	Chief XL I (Manufactured in Van Wert, OH, USA)	\$57,606

ADD MODULE SELECTION IN FIRST LINE, ADD CHASSIS SELECTION IN SECOND LINE

16	02-F450 19	Ford F450 193"wb 4x2 Diesel	\$63,932
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CHASSIS CONVERSION

#	Code #	Description	Price
		CHASSIS TRADE-IN, PROVIDE DETAILS (MODEL YEAR, MILEAGE, CONDITION, IN SERVICE, ETC) CHASSIS TRADE-IN Chassis trade-in value to be a credit on the invoice once the chassis title has been received at the factory. Trade-in value:	

CHOOSE ONE OPTION - TRADE-IN OR CHASSIS RETURN (DELETE THE OPTION NOT NEEDED)

223	07-R1-0100	PREP CHASSIS TO RETURN TO CUSTOMER: Add mudflaps and taillights to chassis to meet DOT Regulations	\$390
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24	06-R1-0115	FLOOR CONSOLE, ALUMINUM ANGLED FRONT W/ REMOVABLE PLATES, NEW A center floor console manufactured out of aluminum and covered in a black onyx scratch resistant, multi-use polychromatic coating with a clear epoxy finish shall be installed in the cab.	\$1,373
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30	20-R8-0105	SUSPENSION - LIQUID SPRING, NEW Install Liquid Spring Suspension System on chassis	\$14,525
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Page Total

\$137,826

Braun Industries, Inc.
On-Demand Remount Order Form

MODULE CONVERSION

#	Code #	Description	Price
34	30-R1-0362	RECEPTACLE SHORELINE INLET, KUSSMAUL 20AMP AUTO-EJECT, NEW A Kussmaul super auto eject shoreline inlet receptacle with yellow cover shall be installed on the module exterior. The receptacle shall be equipped with an integral dynamic disconnect. The 125 VAC system shall have GEC protection.	\$483
44	30-R1-0801	CAMERA REAR VIEW - NEW Install a camera system system for rear view, tied to M-tech display screen. Camera System - RSV-770	\$772
46	30-R3-0013	AIR HORNS - DUAL TRUMPETS, UNDER BUMPER W/SW, TRANSFER Transfer the existing Air Horn System - dual trumpets with new brackets, one (1) 10" and one (1) 12", mounted under front bumper, one each side, transfer the compressor w/cover in existing location. The air horns shall be activated by a	\$2,198
78	30-R7-1006	TRANSFER EQ2 SIREN ONTO FRONT CONSOLE - SPEAKERS ADDITIONAL Transfer the existing eQ2B Siren on the front console.	\$0
81	30-R7-1009	TRANSFER POWER DOOR LOCKS - INSTALL NEW GRILLE SWITCH Transfer the existing Power Door Lock System, install a new grille switch in the standard location. Install a new door lock module(s) in the PDQ	\$399

Page Total

\$3,852

Braun Industries, Inc.
On-Demand Remount Order Form

ELECTRICAL / LIGHTING

#	Code #	Description	Price
85	30-R7-1013	OUTLET, USB TO CONSOLE One (1) dual USB 5 volt 2.1 amp panel mount outlet (dual ports) shall be installed in the front console. The outlet shall have power and ground for charging equipment.	\$125
90	30-R7-1018	MODULE DISCONNECT, 15 MIN. TIMER Install a new 15-Power 15 minute, nonadjustable disconnect shall be installed to keep the module power switch engaged, after the ignition is switched to the "off" position. This disconnect can also be activated from the side and rear doorways to turn on the check-out lights	\$405
94	30-R7-1024	OPTICOM, TRANSFER Transfer the existing Opticom light assembly in the existing location. Confirm operation as needed prior to delivery.	\$261
98	40-R1-0020	MOD FLAPS, REAR - BLACK RUBBER, NEW New black rubber mud flaps with a minimum 1/4" thickness shall be bolted to the underside of the module behind the rear wheels. The width and length of the flaps shall provide adequate coverage of the rear dual wheels of the chassis	\$240
101	40-R1-0102	REAR STEP / BUMPER, NEW, FLIP-UP STYLE A new rear step bumper shall be installed below the module rear doors. This is to be a flip-up step. New rear step illumination lights shall be installed on the rear step bumper and checked for proper operation	\$3,066
104	40-R2-0201	FENDERETTES, NEW Polished aluminum fenderettes shall be installed around the rear wheel well openings.	\$627
105	40-R2-0305	RUB RAILS, NEW INCLUDES MOUNTING HARDWARE IF OL, NEW NEW RUB rails, end caps and rub rail mounts shall be installed on the lower sides of the body below the outside compartment sill areas. The rub rails shall be offset from the body to facilitate wash down of road debris	\$829

Page Total

\$5,553

Braun Industries, Inc.
On-Demand Remount Order Form

Section 11, Item C.

MODULE EXTERIOR

#	Code #	Description	Price
230	40-R4-0200	ROLLER ASSEMBLY UPGRADE - EZ GLIDE DOOR, Install new door roller system and misc components	\$1,410

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Page Total

\$1,410

Braun Industries, Inc.
On-Demand Remount Order Form

Section 11, Item C.

MODULE INTERIOR / PATIENT COMPARTMENT

#	Code #	Description	Price
132	50-R1-0301	HEAT/AIR CONDITIONING SYSTEM, NEW SYSTEM A new heater / air conditioner system w/ brushless blower motor shall be installed in the module, existing lines/hoses and fittings will be replaced or repaired as needed. A new HVAC filter shall be installed. (Does not include 110/12v System or ET454)	\$2,183

141	50-R7-0130	ATTN SEAT - EVS HiBAC 1802 W/INTEGRAL CHILD, EVS SWIVEL BASE IPOE, NEW New Seat, Attendant - EVS high back, integral child seat, installed on a swivel base IPOE. Installed with current tapping plate	\$1,541
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Page Total

\$3,724

Braun Industries, Inc.
On-Demand Remount Order Form

Section 11, Item C.

COATINGS / GRAPHICS

#	Code #	Description	Price
191	60-R2-0110	PAINT MODULE ALL ONE SOLID COLOR, PLUS CLEAR COAT, NEW THE entire module shall be sprayed one-color and then clear coated. The paint code and color will be provided . (includes new door seal, magnetic door switches, drip rail, rotary latches)	\$21,528

Red #97902CT is Pierce Red 90

193	60-R4-0109	PAINT CAB ALL ONE SOLID COLOR, PLUS CLEAR COAT The entire cab shall be sprayed one-color and then clear coated. The paint code and color will be provided. (note clear coat included as standard) Type I Chassis)	\$4,350
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Red #97902CT is Pierce Red 90

219	60-R8-0102	CHEVRON STRIPING - PERIMETER - NO DOORS, NEW Red/Yellow Reflexite chevron striping 6" wide shall be installed on the perimeter of the rear module, not on the doors.	\$1,869
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RED /WHITE CHEVRONS TO MATCH #8031

227	60-R9-0102	GRAPHICS REMOVAL - WRAP, Remove existing reflective graphics wrap from module and prep for paint	\$1,399
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Page Total

\$29,146

Braun Industries, Inc.
On-Demand Remount Order Form

Section 11, Item C.

TERMS AND CONDITIONS **See Purchase Agreement for complete Terms & Conditions

#	Code #	Description	Price
		Payment Terms: FORCE MAJEURE "Company shall not be liable or responsible to Purchaser, or be deemed to have defaulted or breached these Standard Terms and Conditions, for any failure or delay in fulfilling or performing any of these Standard Terms and Conditions when and to the extent such failure or delay is caused by or results from acts or circumstances beyond the reasonable control of Company including, without limitation, acts of God, flood, fire, earthquake, explosion, governmental actions, war, invasion or hostilities, terrorist threats or acts, riot or other civil unrest, national emergency, revolution, insurrection, epidemic/pandemic, telecommunication breakdown, power outage, lockouts, strikes or other labor disputes (whether or not relating to either party's workforce), restraints or delays affecting carriers, inability or delay in obtaining chassis from an original equipment manufacturer or other supplies of adequate or suitable components or materials at reasonable prices."	\$0

		Chassis prices are subject to change (higher or lower)	\$0
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		OEM CHASSIS INCENTIVE Chassis incentives are not currently available	\$0
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		Product quotes are valid for 30 calendar days. After 30 calendar days quotes are subject to change. Any applicable discounts will be added and validated at time of invoice. Discounts subject to change	\$0
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		SHARPS REMOVAL FEE	\$1,000
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		ADMIN FEE	\$500
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		STRUCTURAL WARRANTY: Warranty transfer to be determined once unit arrives at the factory	\$0
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Braun Industries, Inc.
On-Demand Remount Order Form

Section 11, Item C.

Page Total

\$1,500

Graphics EST

\$4,920

Preliminary, Sub-Total Pricing

\$187,931

INTERIOR COLORS

****Complete this section if changing interior flooring, wall color, cabinet doors or upholstery**

Walls & Cabinet Face

<input type="text"/>		Wood Cabinets
<input type="text"/>	G111	Greystone Gloss (Obsolete - choose another selection)
<input type="text"/>	G383	Parchment Suede
<input type="text"/>	G241	Folkstone Gray Suede
<input type="text"/>	G208	Limestone Suede
<input type="text"/>	G655	Almond Suede
<input type="text"/>		Other - specified on order form

<input type="text"/>		Aluminum Cabinets - Multispec
<input type="text"/>	7371	Marble Stone
<input type="text"/>	7372	Camille White
<input type="text"/>	7373	Apollo Gray
<input type="text"/>	7375	Silver Gray
<input type="text"/>		Other - specified on order form

Polycarbonate Color - Cabinet Doors

<input type="text"/>	Clear
<input type="text"/>	Bronze

Vinyl Upholstery

<input type="text"/>	9206	Carbon - Dark Gray
<input type="text"/>	9214	Steel Blue
<input type="text"/>	9216	Cinnabar
<input type="text"/>	8615	Berry - Maroon
<input type="text"/>	8605	Charcoal - Dark Gray
<input type="text"/>	8567	Dove - Light Gray

Meganite Countertop

<input type="text"/>		Raven Boulder
<input type="text"/>		Flink Rock
<input type="text"/>		Blanca Granite
<input type="text"/>		Lava Granite
<input type="text"/>		Silver Smoke
<input type="text"/>		French Blue Melange
<input type="text"/>		Rain Cloud
<input type="text"/>		Platinum Granite
<input type="text"/>		Starry Night
<input type="text"/>		White Mosaic Granite
<input type="text"/>		Other - specified on order form

Flooring Material

LonCoin II Flecks

<input type="text"/>	157	Moonstone
<input type="text"/>	152	Sapphire
<input type="text"/>	154	Sandstone
<input type="text"/>	150	Onyx

LonFleck TopSeal

<input type="text"/>	SX112	Magnetic Gray
<input type="text"/>	SX117	Hale Navy
<input type="text"/>	SX115	Sandstone
<input type="text"/>	SX111	Twilight Zone

Lonplate I

<input type="text"/>	172	Imperial Red
<input type="text"/>	161	Metallic Gray
<input type="text"/>	170	Pumice
<input type="text"/>	165	Sapphire

Lonplate II

<input type="text"/>	419TX	Brick
<input type="text"/>	421	Mica
<input type="text"/>	411	Putty
<input type="text"/>	424	Gunmetal

**CITY OF TWO RIVERS
RESOLUTION AMENDING**

Section 11, Item D.

**TAX INCREMENTAL FINANCING PROPERTY SALE,
CASH GRANT AND DEVELOPER'S PERFORMANCE
AGREEMENT WITH YBR PROPERTIES, LLC**

WHEREAS, the City Council on November 7, 2022 approved a Tax Incremental Financing, Property Sale and Developer's Performance Agreement (hereinafter the "Agreement.") with YBR Properties, LLC, pertaining to a proposed \$13 million residential redevelopment project on the City-owned former Eggers Industries downtown plant site; and

WHEREAS, said Agreement, as adopted by the City Council, included provision for YBR Properties, LLC to assign the Agreement to a new LLC, provided such new LLC was comprised of the same members as YBR Properties, LLC; and

WHEREAS, the Managing Member of YBR Properties, LLC, Kip N. Golden, has since created a new LLC, identified as The Confluence, LLC, but represents that he is presently the only member of that LLC, with additional memberships to be finalized and reported to the City prior to closing on the purchase of the Development Site from the City, and at any other time when there are changes in its membership; and

WHEREAS, it is appropriate to recognize the new LLC as the party entering into said Agreement in lieu of YBR Properties, LLC, and to allow that new LLC, The Confluence, LLC, to finalize its membership between now and the date of closing on the Development Site;

NOW, THEREFORE, BE IT RESOLVED, that the City Council hereby:

1. Authorizes that said Agreement, not yet executed by the City Manager and City Clerk, be modified to identify the Developer as The Confluence, LLC, instead of YBR Properties, LLC
2. Approves the replacement of Section 8 of the Agreement as approved by City Council, "Disclosure of Members/Assignment by Developer" (copy attached as Exhibit A) with a modified Section 8, attached hereto as Exhibit B; and

BE IT FURTHER RESOLVED, that the Agreement as approved by City Council on November 7, 2022 is unchanged in all other respects, and the City Manager and City Clerk remain authorized to execute said Agreement as modified by this Resolution.

Adopted this 21st day of November 2022.

Councilmember

Gregory E. Buckley
City Manager

Exhibit A**Section 8 Language from Agreement Approved November 7, 2022****By City Council****8. DISCLOSURE OF MEMBERS/ASSIGNMENT BY DEVELOPER**

Prior to or at the time it enters into this Agreement, the Developer shall disclose to the City the names and addresses of its members. During the Term of this Agreement, Developer shall not have the right to assign this Agreement or directly or indirectly sell, assign, transfer or convey the Development Site (or any portion thereof) to any other party without the prior written consent of the City; provided, however, that Developer shall have the right to assign this Agreement or convey the Development Site before the Project Completion Date, without the City's consent but with notice to the City, to transfer this Agreement and/or the Development Site to a limited liability company entity having the same members as the Developer controlled by or under common control with Developer and shall have the right to mortgage or otherwise encumber the Development Site to finance the construction of the Project, as provided herein. If the Developer assigns this Agreement or the Development site to another limited liability company prior to the Project Completion Date, it shall provide verification reasonably satisfactory to the City that the members of that limited liability company are the same as that of the Developer. No assignment of this Agreement shall serve to release Developer from any liability or obligations under this Agreement. After the Project Completion Date, the Developer may assign its interest in this Agreement or convey the Development site without obtaining the consent of the City.

EXHIBIT B**MODIFIED SECTION 8 TO DEVELOPMENT AGREEMENT
PRESENTED TO CITY COUNCIL NOVEMBER 21, 2022****8. DISCLOSURE OF MEMBERS/ASSIGNMENT BY DEVELOPER**

The Developer represents that at the time it enters into this Agreement, it has only one member. That member is Kip N. Golden. It further represents that it is intended that the number of its members will be expanded subsequently. The Developer agrees that it shall provide to the City the name and address of any new member of the Developer at the time membership is obtained.

During the Term of this Agreement, Developer shall not have the right to assign this Agreement or directly or indirectly sell, assign, transfer or convey the Development Site (or any portion thereof) to any other party without the prior written consent of the City; provided, however, that Developer shall have the right to assign this Agreement or convey the Development Site before the Project Completion Date, without the City's consent but with notice to the City, to a limited liability company having the same members as the Developer at the time of assignment or conveyance, and shall have the right to mortgage or otherwise encumber the Development Site to finance the construction of the Project, as provided herein.

If the Developer assigns this Agreement or the Development site to another limited liability company prior to the Project Completion Date, it shall provide verification reasonably satisfactory to the City that the members of that limited liability company are the same as that of the Developer. No assignment of this Agreement shall serve to release Developer from any liability or obligations under this Agreement. After the Project Completion Date, the Developer may assign its interest in this Agreement or convey the Development site without obtaining the consent of the City.