



**TWO
RIVERS**
WISCONSIN

CITY MANAGER

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MEMO

TO: City Council

FROM: City Manager Kyle Kordell *KK*

DATE: August 13, 2025

SUBJECT: Relocation of “City Manager’s Report” on the Regular Meeting Agenda

Introduction: City Staff propose to revise the Resolution adopted in April 2025, which sets the order of business for regular City Council meetings, to move the *City Manager’s Report* from near the start of the meeting toward the end of the agenda. The change preserves transparency and communication between the City Manager and Council while providing a more efficient sequence for the conduct of public business.

Analysis: The proposed change is intended to improve the efficiency and focus of City Council meetings by prioritizing legislative action and deliberation. When positioned early in the agenda, the *City Manager’s Report*—while informative—can extend preliminary portions of the meeting and delay consideration of time-sensitive ordinances, resolutions, and other policy matters.

By moving the City Manager’s Report toward the end of the meeting:

- **Legislative Efficiency** - Council can devote more uninterrupted time early in the meeting to substantive items requiring discussion, deliberation, and decision-making.
- **Better Time Management** - Key business items will be addressed while all members and attendees are most engaged, reducing the potential for rushed deliberations later in the meeting.
- **Meeting Residents Where They Are** - The information traditionally shared in the City Managers Report can be of more value to residents when delivered in a format that is more convenient and more timely.

Recommended Action: A motion to approve the proposed Resolution.



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