



PERSONNEL AND FINANCE COMMITTEE MEETING

Thursday, October 24, 2024 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 Committee Chairman Shimulunas at 6:05 PM

2. ROLL CALL

Personnel & Finance Committee Members present were Bonnie Shimulunas, Mark Bittner, and Adam Wachowski. Members of City Staff present were Gregory Buckley, City Manager; Kassie Paider, Finance Director; Matt Heckenlaible, Public Works Director; Mike Mathis, Parks & Recreation Director. Also present was Scott Stechmesser, City Council Member.

3. REVIEW OF PROPOSED 2025 GENERAL FUND OPERATING BUDGETS AND RELATED CAPITAL BUDGETS

A. Overview of General Fund Revenues and Expenditures

City Manager Buckley reviewed highlights of the General Fund budget. Proposed spending is up 3.52% which is within the 3.7% to qualify for 2026 expenditure restraint payment. This budget includes a small property tax levy increase to the General Fund which is offset by a small property tax levy decrease in the Debt Service Fund and no change to the levy for the Library resulting in no increase in the tax levy for 2024 to be paid in 2025. A decrease in the levy needed for Debt Service is due to using Debt premium from 2024 in 2025. Shared Revenues increased by 2.86% and General Transportation Aids increased by 4.6%. This budget does not add or eliminate any positions. This budget includes a 3% wage increase for non-union and Police employees, and a 2% at 1/1, 2% at 7/1 for Fire employees. There is an increase of 13% to the cost of health insurance and small increases to the employer contributions rates for WRS. The budget is balanced for 2025.

B. Review of General Government Budgets

City Manager Buckley presented a detailed review of the General Government Budgets.

C. Review of Public Works Budgets

Public Works Director Heckenlaible presented the Public Works Budget. This budget increases by 1.37% over the originally adopted 2024 budget and 11.35% over the amended 2024 budget. It includes the removal of the 2024 proposed GIS and Maintenance workers positions and adds back two seasonal employees. The Snow & Ice budget was increased back to the proposed 2024 budget levels. An anticipated increase to transit expenses of 25% over 2024's budget. Director Heckenlaible also reviewed capital project funds for Bike Trail Construction, City Landfill, Street Construction, Sandy Bay Highlands, Bridge Construction, and Public Works Equipment.

D. Review of Parks and Recreation Budgets

Parks & Recreation Director Mathis presented the 2025 Health & Human Services and Culture, Rec & Education budgets. Health & Human Services in proposed to increase by 2.88% and Recreations by 6.7%. Capital projects for Parks & Rec were also reviewed proposing a total spending of \$718,500 with \$479,000 being tax supported and \$239,500 being paid for by grants.

E. Review of "Other Financing Uses" Budget

Other financing uses were reviewed, it is budgeted to decrease by 32.11% due to a decrease in budgeted contingencies.

4. DISCUSS UPCOMING BUDGET REVIEW SESSIONS

- A. Tuesday, October 29, 8:00 AM--Review Police Operating and Capital Budgets
- B. Wednesday, October 30, 6:00 PM--Review Special Revenue Funds Budgets/Wrap Up Capital Budgets
- C. Tuesday, November 5, 8:00 AM--Review Fire/EMS Operating and Capital Budgets
- D. Thursday, November 7, 6:00 PM--Joint Meeting With Utilities Committee to Review Utility Budgets
- E. Thursday, November 14, 6:00 PM--Final Review by Committee

5. FURTHER DISCUSSION OF SCHEDULING INTERVIEWS WITH CITY MANAGER SEARCH CONSULTANTS

The committee would like to interview MGT and PAA on 11/6.

6. NEXT MEETING--Tuesday, October 29, 2024, 8:00am

7. ADJOURNMENT

Meeting adjourned at 9:03 PM

Respectfully Submitted,



Kassie Paider, Finance Director