



**TWO
RIVERS**
WISCONSIN

CITY COUNCIL SPECIAL MEETING

Wednesday, December 14, 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. ROLL CALL

Councilmembers: Jeff Dahlke, Bill LeClair, Darla LeClair, Tracey Koach, Tim Petri, Jason Ring, Bonnie Shimulunas (arrived at 6:37 PM), Scott Stechmesser, Adam Wachowski

ALSO PRESENT: Dave Dassey, IT Assistant; Brian Kohlmeier, Police Chief; Mike Mathis, Parks and Recreation Director; Ben Meinnert, Assistant Police Chief; and City Manager, Greg Buckley

4. PUBLIC INPUT

Dylan Gordon - 7136 Tannery Road, Two Rivers - Mr. Gordon spoke about his band, Smoke Road's request for a rental of the Community House Gym and Lobby for a private, paid-admission event on New Year's Eve. He indicated that Smoke Road had an issue with their prior event venue due to the venue requiring a \$40 cover charge and the band chose to cancel their contract with that venue. They would like to host their New Year's Eve Party at the Community House to offer a cost effective event in their hometown, Two Rivers.

Austin Gordon - 3018 Prairie Street, Two Rivers - Mr. Gordon voiced his desire to, with his brother Dylan Gordon, host a cost-effective private, paid-admission event at the Community House on New Year's Eve.

5. ACTION ITEMS

- A. Consideration of a Matter Related to Proposed Rental of the Community House Gym for Private, Paid-Admission Party on New Year's Eve

Recommended Action:

Motion to concur with staff decision to deny the rental request; should a majority of the Council disagree with the recommendation, staff is prepared to present proposed conditions for the rental

Mr. Buckley reported that the City of Two Rivers is always wanting to work with individuals and businesses in the Community to support events for the citizens of Two Rivers. However, based on the short notice of the request, and recommendations by the Parks & Recreation Director, Mike Mathis, he is recommending denial of the rental request. He noted that he had requested this special meeting, jointly with the Council President, because the Council President had told him that if the request was denied by staff, then it should be appealed to the City Council. Mr. Buckley stated that, under those circumstances, he did not want to defer such Council consideration to the next regular meeting, as the proposed event is less than three weeks away.

Mr. Mathis was present and provided reasons for his recommendation for denial which include the lack of application for a temporary Class "B" license 30 days before the event (as required per Parks & Recreation Special Event Policy), event hours outside of Community House operating hours on New Year's Eve, staffing issues due to the requested date being a holiday, security concerns, the need to develop appropriate rates and policies, and concerns about property damage, specifically related to beer being spilled on the gym floor.

Council discussed the pros and cons of the event, Smoke Road New Year's Eve Party, at the Community House on December 31, 2022.

Councilmember Koach indicated that Council should be supportive of the decision made by staff and apologized if there was initially incorrect information provided to the band by Parks & Rec staff upon their initial request for a rental.

Councilmember Shimulunas joined the meeting at 6:37 PM.

Additional discussion ensued regarding security coverage and considerations generally taken by all City departments in preparation for months leading up to various special events. Many Councilmembers spoke on the difficulty of the decision before them. Council President Wachowski voiced his opinion that this event is an opportunity to draw additional people to the City that will support businesses in the Business Improvement District, which is paying an additional tax in support of downtown businesses and events.

Motion to approve the rental request, subject to terms the Council will consider in additional action.

Motion carried upon a roll call vote.

Motion made by Dahlke, Seconded by B. LeClair. (Second was initially made by D. LeClair who rescinded her second upon a repeat of the initial motion)

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

Voting Nay: D. LeClair, Koach

Voting Abstaining: Ring (Ring indicated he was abstaining as he plans to rent the facility for events in the future)

Parks & Recreation Director Mathis reviewed the proposed Facility Use Agreement that was drafted for the event rental including Exhibit A which provided rates and details specific to the event in question.

Motion to approve the terms presented by Parks & Recreation Director Mathis in the proposed Facility Use Agreement and Exhibit A, with the following amendments:

- The full non-refundable rental fee and additional 20% non-refundable security deposit with a signed contract is due to the Parks and Recreation Department no later than 12/16/2022.
- Renter must consult with the Police Department and receive approval of a security plan no later than 12/23/2022 using a licensed private security or sworn Manitowoc County reserve deputies.
- Certificate of liability insurance naming the City of Two Rivers as an additional insured must be provided by the Renter and the holder of the Temporary Class "B" License no later than 12/23/2022.

Motion made by B. LeClair, Seconded by D. LeClair.

Motion amended to retain the above provisions and strike the fee for any services provided by the Two Rivers Police Department.

Amendment supported by motioner B. LeClair, Seconded by D. LeClair.

Motion carried upon a voice vote.

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

Voting Abstaining: Ring

- B. Application for Temporary Class "B" Retailer's License from Knights of Columbus for Smoke Road New Year's Eve Party, December 31, 2022 to January 1, 2023 at Two Rivers Community House Gym and Lobby, 1520 17th Street, Two Rivers

Recommended Action:

Motion to approve the application and authorize issuance of the license, contingent upon Council approval of event rental in item 5A

Motion carried upon a voice vote.

Motion made by Dahlke, Seconded by Stechmesser.

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

6. ADJOURNMENT

Motion to adjourn the meeting at 8:13 PM.

Motion carried with a voice vote.

Motion made by Dahlke, Seconded by Stechmesser.

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

Respectfully Submitted,

Jamie Jackson
City Clerk