



Thursday, May 16, 2024 at 12:00pm

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

MINUTES

1. **Call to Order**

2. **Roll Call**

Commission Members Present: Acting City Manager- Ben Meinnert, Curt Andrews, Rick Carey, and Bill LeClair.

Explore Two Rivers: Joe Metzen, Director, Joy Krieger- Chair, John Wyrostyck- Vice Chair, Jeff Dawson, Mike Matthias. Russ Green, NOAA, and Elizabeth Runge, Community Development Director.

3. **Introduction of new Room Tax Commission Member:** Mark Bittner

4. **Update on Welcome Center Concepts**

Architect Adam Heindel has been contracted with to prepare biddable documents for the City own Pump House. The purpose is to restore this building from its former use in the water process to be used as a welcome/visitor center for the City. Its location and characteristics lend itself to serve in this capacity. The spaces within the building fit within the NOAA plans for an interpretive center for a Shipwreck Marine Sanctuary.

5. **Update on Explore Two Rivers Logos Concepts**

Joe Metzen updated the Commission that the Explore Board is working with Hamilton Museum staff to create a logo for Explore Two Rivers.

6. **Grant "Bucket" Vision Concept Discussion**

The Room Tax Commission has been asked to establish grant opportunities to be made available to those looking to expand marketing and visitors coming to Two Rivers. Each fund will have criteria and evaluations made of those applying for the funding opportunities.

Two separate actions were taken to address this concept.

A motion was made by Rick Carey, seconded by Bill LeClair that an estimated \$115,000 reserve balance must be in place in the RTC budget before funds are allocated to programs and ultimately granted to Explore Two Rivers. This would be a budget safeguard for operate funding.

A roll call vote was taken: Ayes: 4 Nays 0. Motion Carried.

A motion was made by Bill LeClaire and seconded by Ric Carey to approve the creation of a Sustainability Grant Fund and Future Event Grant Fund totally approximately \$23,000.

A roll call vote was taken: Ayes: 4 Nays 0. Motion Carried.

7. Request for an allocation of \$25,000 from the Room Tax Commission to the Central Park West Project in 2024 and 2025

A motion was made to allocate \$25,000 in 2024 to Central Park West project budget. The motion supports an allocation for 2025, contingent upon, there being a \$115,000 reserve balance in place.

A roll call vote was taken: Ayes: 3 Abstain 1 Nays 0. Motion Carried.

8. Next Meeting Room: In three months.

9. ADJOURNMENT Meeting

A motion was made by Mark Bittner to adjourn and seconded by Ric Carey. Meeting adjourned at 1:20pm.

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

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