



MEMO

DATE: April 10, 2024
TO: City Council and City Manager Greg Buckley
FROM: Amanda Baryenbruch, City Clerk/Human Resources Director
SUBJECT: Monthly Report

HUMAN RESOURCES UPDATES:

- Ongoing Recruitments:
 - o Finance and Administrative Services Director – currently recruiting and scheduling interviews
 - o Recreation Clerk – scheduling interviews
 - o Recreation Coordinator – accepting applications
- Recent Hires:
 - o Water Distribution Foreman (Internal Promotion) – Announcement pending

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 9/18/2023 Council meeting:

Name	Address	Duration
Kassidy Laurin	1916 Madison Street Two Rivers, WI 54241	2 Year

ELECTIONS:

The Spring Election and Presidential Preference was held on April 2, 2024. Included on the ballot was the office of City Councilmember. On April 3, 2024, the Municipal Board of Canvassers convened to total the election results and announce the top 3 candidates as

- o Mark Bittner
- o Shannon Derby
- o Douglas Brandt

These candidates will take office on April 16, 2024, at the City Council Reorganizational Meeting

LICENSES:

Renewals for the July 1, 2024 – June 30, 2025, licensing year have been sent out. This includes alcohol, operator, landscaping/tree removal, cigarette, and beer garden licenses.

