

**CITY OF TWO RIVERS CITY COUNCIL
PERSONNEL AND FINANCE COMMITTEE
Friday, July 25, 2025
8:00 AM
Committee Room, Two Rivers City Hall**

1. Call to Order

The meeting was called to order by Committee Chair Mark Bittner at 8:10 AM.

2. Roll Call

Personnel & Finance Committee Members present were: Mark Bittner (by phone), Bonnie Shimulunas and Adam Wachowski. Also present were Finance Director Kassie Paider and City Manager Greg Buckley.

3. Review Status of 2025 General Fund Budget at Mid-Year; June 30, 2025 Status Report

The City Manager and the Finance Director reviewed the June 30 report. They noted that most budgets are about where they should be at this time of year. Expenditures at the end of June were at 50.3 percent of budget. Areas of concern highlighted were Police Overtime, at 101 percent of budget (\$81,941 expended) at mid-year and part-time wages for Inspections, at 160.5 percent of budget (\$88,756 expended) at mid-year.

He shared an email from Chief Meinnert, regarding some of the causes for Police overtime; it also explained that some of the activities driving overtime will generate some offsetting revenues from grant sources (OWI and seatbelt targeted enforcement, new officer training).

As for Inspections, the City Manager stated that wages for the City's two part-time building inspectors have been under-budgeted in the current and prior years' budgets.

4. Continue Discussion of Funding Options for Full-time Building Inspector Position; Possible Recommendation to City Council

The City Manager reported on further review of the General Fund budget for funding of this position; there is not a great deal of flexibility in the 2025 Budget, and he may need to recommend the transfer-in of some funds from the Economic Development Fund budget, where a position is vacant, to supplement funding in the 2025 General Fund Budget for the Building Inspector position. This is not, however a sustainable approach, and the City should evaluate a possible increase in permit fees and possibilities for sharing the position with other local units—the Town of Two Rivers has shown some interest.

5. Continue Discussion of Possible Amendment to Personnel Policy Regarding Residency Restrictions; Possible Recommendation to City Council

The City Manager noted that he had reviewed a draft policy amendment with the City's labor attorney. He will present an updated draft and proposed adopting resolution at the next meeting for a possible recommendation by the Committee.

6. Update on R.W. Baird Review of City Tax Incremental Districts

Mr. Buckley reported that Baird is working on its analysis and report, which should be ready for staff review by mid-August.

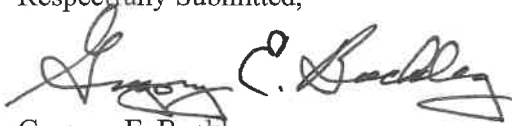
7. Consider Date and Time for Next meeting

It was agreed that the next meeting of the committee will be held on Friday, August 1.

8. Adjournment

Shimulunas moved, supported by Bittner, to adjourn the meeting at 9:25 AM. Motion carried by voice vote, without dissent.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Gregory E. Buckley", with a stylized flourish at the end.

Gregory E. Buckley
City Manager