

**SUMMARY INFORMATION ON  
CITY OF TWO RIVERS  
CITIZEN BOARDS COMMITTEES AND COMMISSIONS**

Except as otherwise noted below, appointments are made by the City Manager, subject to confirmation by the City Council. Seats designated for City Council members are filled annually through a City Council nomination and election process, typically at the first City Council meeting in May of each year.

All terms expire on May 1. Appointees are limited to three terms of continuous service on any one board or commission, except for the Library Board, whose members are limited to six years (two three-year terms).

<b>Board/Commission</b>	<b>Functions</b>	<b>Membership</b>	<b>Meetings</b>	<b>Term</b>	<b>Members</b>
<b>Advisory Recreation Board</b>	Advises Rec Director and City Council on Parks and Recreation programs and policies; provides input on operating budget and capital improvement plan for parks and recreation facilities	7 citizens 2 Council members 1 student member Pks & Rec Director	Monthly, 2 <sup>nd</sup> Wednesday 6:00 PM	3 years	1. Cortte, Daniel; citizen 2. Gallagher Brian; citizen 3. Kadow, Travis; citizen 4. Lamal, Erin; citizen 5. Reed, Robert; citizen 6. Sharping, Jason; citizen 7. Vacant 8. Vacant, Student Rep (1 or 2) <b>Council: Adam Wachowski Scott Stechmesser</b>
<b>Board of Review</b>	Hears assessment appeals under criteria set by State Statutes; busiest in revaluation years	3 Council Members City Manager City Clerk-Treasurer	Annually, 2 <sup>nd</sup> Monday in May plus additional days as required	1 year	<b>Council: Bill LeClair Bonnie Shimulunas Scott Stechmesser</b>  City Manager City Clerk
<b>Board of Appeals-Building &amp; Zoning</b>	Appeals from the decision of the Zoning Administrator relating to zoning matters may be filed in accordance with § 2-5-2 of this Code for consideration by the Board of Appeals. Before considering such zoning matters, the Board shall fix a reasonable time for hearing the appeal and give public notice thereof by publishing in the official newspaper a notice as prescribed in § 62.23(7)(e)6 and 985.07(3)(b), Wis. Stats.	Five members appointed by City Manager	As needed	3 years	Ammerman, Randy Jones, Preston Rulseh, Jayne Russove, Roger Vacant Vacant Alt. #1 Vacant Alt. #2

Board/Commission	Functions	Membership	Meetings	Term	Members
<b>Business &amp; Industrial Development Committee Community Development Authority</b>	Sets policy for City Economic Development Revolving Loan Fund; acts on all applications for loans from that fund. Sets policy on industrial park lot sales; acts upon terms and conditions for all such lot sales. Advises Ec. Dev. Supervisor and City Council on economic development policies and strategies	CDA: 5 citizens 2 council members  BIDC: 7 citizens 2 council members	Joint meetings Monthly 4 <sup>th</sup> Tuesday 5:00 PM	CDA: 4 years  BIDC: 3 years	Bittner, Elizabeth; BIDC Christensen, Thomas; BIDC Vacant; BIDC Coenen, Greg BIDC/CDA Kalista, David; BIDC/CDA Koach, Tracey; BIDC/CDA Lyons, Keith; BIDC/CDA Wettstein, CDA <b>Council: Shannon Derby Scott Stechmesser</b>
<b>Business Improvement District Board</b>	Reviews annual budget and proposed BID levy and rate for the downtown area business improvement district; reviews annual audit.	7 citizens, at least 5 of whom are business or property owners in the BID	As needed, usually over noon hour	3 years	1. Kronforst, Theresa; Schroeder's 2. Kiel, Bill; Carron Net 3. Kouba, Joanne, Weichert 4. Moore, Marv; Medicine Shoppe 5. MacMillan, Amy; 1 <sup>st</sup> Anderson 6. Vacant 7. Vacant
<b>Commission for Equal Opportunities in Housing</b>	Meets on an "as needed" basis to consider issues related to the City Fair Housing Code	5 citizens 2 Council members	As needed	2 years	1. Henning, Rev Kim; citizen 2. Stephens, Pam; citizen 3. Fox, Jerry; citizen 4. Rulseh, Jayne; citizen 5. Diaz, Abigail; citizen <b>Council: Tim Petri Bonnie Shimulunas</b>
<b>Committee on Aging</b>	Advises Senior Center Supervisor, Rec Director, City Manager and City Council on policies and programs of importance to senior citizen residents of Two Rivers	8 citizens 1 Council member	Monthly 1 <sup>st</sup> Monday 8:30 AM	3 years	1. Ackerman, Jackie; citizen 2. Bittner, Betty; citizen 3. Graves, Kim; citizen 4. Korinek, Kyle; citizen 5. Ruth Kadow; citizen 6. Stephens, Pamela; citizen 7. Schubring, Jerome; citizen 8. Yungerman, Jo Anne; citizen <b>Council: Mark Bittner</b>

Board/Commission	Functions	Membership	Meetings	Term	Members
<b>Environmental Advisory Board</b>	Advises management staff and City Council on matters pertaining to the environment; major focus has been startup and subsequent monitoring / evaluation of City solid waste	6 citizens 1 student member 2 Council member	Monthly 1 <sup>st</sup> Tuesday 6:00 PM	2 years	1. DeBruyn, Donald; citizen 2. Glaser, Jake; citizen. 3. Gross, Heather, citizen 4. Thomas, Larry; citizen 5. Tillotson, John; citizen 6. Weis, Corinne, citizen Vacancy Student-designated by High School <b>Council: Darla LeClair Doug Brandt</b>
<b>Joint Review Board</b>	Board of five shall consist of that has power to levy taxes on the property that is remediated	One representative chosen by the school district, one by the technical college district, one by the county, one by the city and one public member recommended by City and approved by JRB			1. J.J. Gutman, Mtwc County 2. Mary Kay Slattery, School Dist. 3. John Lukas, Lakeshore College 4. Kassie Paider, City Rep. 5. Vacant, Public*  *Public member selected by Joint Review Board members
<b>Library Board</b>	Governing body for municipal library operations, with powers, functions and duties as provided in Chapter 43, Wis. Stats. Appoints and supervises Library Director; approves and oversees annual library budget (subject to approval of local property tax funding by the City Council); sets policies pertaining to library operations	6 citizens 1 school district rep 1 county rep 1 council member	Monthly 2 <sup>nd</sup> Tuesday 7:00 PM	3 years	1. Gadd, Kathryn; citizen 2. Guyette, Ned; citizen 3. Palmer, Stanley; citizen 4. Powalisz, Jack; citizen 5. Sleger, Sharon; citizen 6. Stone, Katie, citizen Sleger, Kristen, School District Weiss, Don, County <b>Council: Shannon Derby</b>

Board/Commission	Functions	Membership	Meetings	Term	Members
<b>Plan Commission</b>	Powers and duties as provided in Sec 62.23, Wis. Stats., including: developing and adopting the City Master Plan; making reports and recommendations to the Council related to the development of the city; advising the City Council on requests for zoning changes and annexations; advising the Council on the location and design of public facilities; advising the Council on the acquisition of land for municipal purposes, or the sale of any city-owned properties. Conducting site and architectural plan review for all new developments other than one or two-family residences	4 citizens City Manager City Engineer 1 council member	Monthly 2 <sup>nd</sup> Monday 5:30 PM	3 years	1. Vacancy; citizen 2. Koach, Kay; citizen 3. Lee, Kristen; citizen 4. Pangburn; Eric; citizen City Manager City Engineer <b>Council: Adam Wachowski</b>
<b>Police &amp; Fire Commission</b>	Powers and duties as provided in Sec 62.13, Wis. Stats., including appointments of the Chiefs of the Police and Fire Departments and review of appointments of subordinate staff (both new hires & promotions) as recommended by the chiefs; also matters of employee discipline & discharge in Police/Fire.	5 citizens (City Mgr. Appointments not subject to City Council confirmation)	As needed	5 years	1. Canty, Michael; citizen 2. Yaggie, Brad; citizen 3. LaFond, Kristine; citizen 4. Rohrick, Sandy; citizen 5. Gadzala, Jack; citizen

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<b>Room Tax Commission</b>	Shall have the powers and duties prescribed by Wis. Stats Section 66.0615 and shall have the authority to disburse all room tax monies received by the City as allowed by State law.	Five members: City Manager, City Council Pres., two members who may be members of the City Council or the public, and one representative of the WI hotel/motel industry, who shall be the owner, operator or manager facility located within the corporate City limits. (Appointments by City Manager subject to Council approval.)	As needed	1 year, per statute	<ol style="list-style-type: none"> <li><b>1. Council President or Designee</b> (Currently Curt Andrews as designee)</li> <li>2. City Manager</li> <li>3. Carey, Rick; Lodging Representative</li> <li>4. <b>Mark Bittner;</b> Council or Public</li> <li>5. <b>LeClair, Bill;</b> Council or Public</li> </ol>
<b><i>City Council Representatives to Outside Organizations</i></b>					
<b>Explore Two Rivers Board of Directors</b>	<p>501(c)6 tourism entity; contracts with the City's Room Tax Commission to provide services related to tourism promotion and tourism development.</p> <p>One member of the Room Tax Commission served on this board, and per by-laws is the Treasurer of Explore Two Rivers</p>	<p>Minimum of 7 and maximum of 9 members appointed by City Manager for terms of 2 years, staggered</p> <p>Per Agreement with Room Tax Comm., Parks &amp; Rec Dir. is voting member Library Dir <i>ex officio</i></p>	As needed	<p>Terms date from January 1. Can serve up to 3 consecutive 2-yr.terms and may be reappointed after at least 12 months out of Board service.</p>	<ol style="list-style-type: none"> <li>1. Vacancy</li> <li>2. Andrews, Curt</li> <li>3. Dittmer, Michael</li> <li>4. Dembski, Erin</li> <li>5. Nilson, Todd</li> <li>6. Prosser, Tanya</li> <li>7. Wyrostek, John</li> <li>8. Nyssen, Melissa</li> <li>9. Mathis, Mike, Parks and Ree Dir. Dawson, Jeff; Library Dir., <i>Ex-officio</i></li> </ol>
<b>Two Rivers Main Street, Inc.</b>	A private, not-for-profit corporation established to pursue downtown revitalization. Major funding sources have included a Business Improvement District (BID) and annual City contribution. (Not a board or committee of City government)	13 voting member board (includes City Manager and 1 council member)	Monthly 2 <sup>nd</sup> Tuesday 7:00 AM	3 year	<b>Council: Darla LeClair</b>

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