



CITIZENS ADVISORY COMMITTEE MEETING

CITY HALL, First Floor Conference Room West

Tuesday, December 4th, 2018 at 4:00 PM

MINUTES

Present: Mayor Justin Nickels, Ken Sitkiewitz, Mary Balte, Theresa Collins, Alderperson Rhienna Gabriel (arrived @ 4:19 - excused), June Kramer, Ralph Kramer, and Ben Stalvey

Absent: Dan Becker, Janet Breuer, Joanne Vogds, and Anna Marie Wood

Minutes: Theresa Collins, Secretary

- I. Call meeting to order
 - a. Meeting was called to order by Ken Sitkiewitz at 4:02 p.m.
- II. Approval of November Meeting Minutes
 - a. Approved without revision
- III. Review of Committee Member Information
 - a. After meeting with Stacey Groll, Mr. Sitkiewitz gave report and handout of updated committee roster of members who attend meetings consistently.
 - b. Mr. Sitkiewitz phoned three potential new members who have returned applications. He was able to reach only Staate Hayward. Mrs. Collins informed Mr. Sitkiewitz that Katherine Feo and Jennifer Estrada both reached out to her and informed her they were interested in being on the committee. Katherine told Mrs. Collins that she attempted to reach Mr. Sitkiewitz to return his call but was unable.
 - c. If you cannot make a meeting, you should either contact Ken Sitkiewitz by phone at 920-682-4545 or email/call Stacey Groll at sgroll@manitowoc.org or 920-686-6980 to be marked as Excused.
 - d. Anyone who requests to continue to receive minutes may do so whether or not they choose to stay active on the committee; it is important that we maintain a roster of active members to carry out the purpose and activities of the Committee. Please inform Ken Sitkiewitz or Stacey Groll if you would like to be removed from the Active Member Roster but would still like to receive meeting minutes. As a reminder: all minutes can also be obtained at the City of Manitowoc's website: www.Manitowoc.org.
- IV. Community Update by Mayor Justin Nickels / Suggestions to Mayor and Council
 - a. Council approved budget unanimously
 - i. Property tax rate will go up a little over 1%, keeping in line with increased cost.
 - ii. Approved Wheel Tax unanimously (\$20 per vehicle), which will start March 1st
 - iii. Council eliminated special assessments except for brand new streets

- b. Last night the Personnel Committee met to finalize 4 new positions:
 - i. Parks Planner (hoping open hiring by January 1st)
 - ii. Dept. of Infrastructure (all can also do snow removal)
 - 1. Cemetery
 - 2. Forestry
 - 3. Parks
 - iii. Tonight the Finance Committee will discuss the Downtown Façade grant program
 - 1. \$100 total, up to \$25K per individual building; 50/50 match to improve their façade
 - 2. There will be a standard application
 - 3. If they get approved, they will pay for it all up front and get reimbursed up to half depending on the approval terms of their application
 - 4. Library's increase went up about \$110K from last year
 - 5. Evergreen Cemetery fees will go up 10% beginning January 1st; hasn't been raised since 2003.
 - iv. \$50K for downtown signage described in the Downtown Master Plan (way-finding signage)
 - v. Capital Projects (Council cut quite a bit)
 - 1. Focusing a lot on asphalt (get our 5 year plan on asphalt up to date)
 - 2. Waldo Blvd
 - 3. Improvements to Downtown
 - a. Farmer's Market Parking lot (Quay Street)
 - b. Dog park at Halvorsen Park
 - c. Silver Creek Park
 - 4. We will get about 6 new buses in 2019 and about 6 in 2020 (half one year, half the other)
- c. Mirro Property
 - i. Still doing testing (received \$200K federal EPA grant); currently in phase 2.
 - ii. Regardless of what they get back they will still keep a "cap" on the site.
 - iii. Looking at filling it in and seeding it so it's not the concrete block you see there now, and then marketing the site for development
 - iv. Purchase price is still \$800K; City has option to say no if they don't want it, and it will stay CN Property. Right now the city has a purchase agreement, but they can still get out of it if it becomes a liability.
 - v. There has been an environmental study on the ground.
 - vi. City's final testing will be complete in January or February.
 - vii. If it's residential or parks, everything will have to be cleaned up; if it is developed for business, there are some things that will have to be cleaned and some that won't.
- d. Younkers Mall
 - i. City put a Raze & Repair order; they have 90 days to respond.
- e. Elks Club Site
 - i. Lots of development; this may improve the value of the Younkers Mall site and other development in that area near the lake.
 - ii. The western-most part is going to Lincoln Park
- f. Schuette Bldg
 - i. Privately owned
 - ii. Set for completion in Fall 2019
- g. Village Square
 - i. Monument Music will be demolished and replaced with parking lot for Schuette Bldg residential tenants.
 - ii. There are currently no plans spoken for Village Square at this time; the owner is waiting to see how the occupancy goes with the Schuette bldg.

- iii. The owner is seeking \$800 - \$1,200/month for apartments; all market rate (not subsidized); there are 17 apartments that will be for rent, not for purchase.
 - h. Ice Skating rink downtown will go in this week.
 - i. 10th St. Bridge going South has a huge bump that needs repair
 - j. Community Events
 - i. Discover Manitowoc Grant has \$50K to help events start out (not to maintain them); this is for marketing only
 - 1. Art Slam - grant gave \$2.5K
 - 2. Subfest - grant gave \$25K, 2nd year \$18K
 - 3. Windigo - grant gave \$13K, then 2nd year \$6.5
 - 4. Evergleams got some as well
 - 5. Increased the budget in room tax for summer events
- V. Article in HTR Discussion (Guest Column)
- a. Ken Sitkiewitz spoke to City Attorney to ensure we can legally submit articles; as long as we are not a voting-type committee, we can do that.
 - b. We discussed submitting an article to the HTR once per quarter to update citizens on the discussions of this Committee
 - c. Discussion as to whether we should form a sub-committee to write these articles; we will re-visit this in the January meeting. Everyone present expressed an interest in participating at some level; Ken motioned to discuss the content of the article as a group at the regular monthly meetings.
- VI. Accessibility
- a. June reminded us that Stacey Groll and Kathleen McDaniel asked the committee last August about what specific accessibility issues currently exist in Manitowoc, and the committee made several suggestions at that time. We would like an update on any follow-ups. One example is the lack of hand rails at the Senior Center. There are 4 items listed in the August 2018 minutes that could be addressed regarding this.
- VII. Adjournment – 5:11 p.m.

Next meeting Tuesday 1/08/19 at 4 p.m. in First Floor Conference Room West