



# City of Manitowoc

900 Quay Street  
Manitowoc, WI 54220  
www.manitowoc.org

## Meeting Minutes - Final

### Room Tax Commission

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Tuesday, April 21, 2020

5:30 PM

Meeting will be held via remote conferencing

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Pursuant to Section 19.84(2) and (3) of the Wisconsin Statutes, notice is hereby given to the public, to the Herald-Times-Reporter, the official newspaper of Manitowoc, and to those news media who have filed a written request for this notice that a meeting of the above-referenced will be held at the date, time and location listed above.

Notice is hereby given that a majority of the Common Council of the City of Manitowoc, or a standing committee of that body, may be present at this meeting to gather information about the subject matter over which they have decision making responsibility.

This meeting is being conducted via remote conferencing software due to a state of emergency and the Wisconsin Governor's Executive Order. Members of the public may call to listen in at +1 312 626 6799 Meeting ID: 966 844 220.

The above governmental body will meet to discuss and possibly take action on the agenda items set forth below.

#### Call to Order

#### Roll Call

**Present:** 5 - Nickels, McMeans, Sitkiewitz, Reilly and Tegen

**Excused:** 1 - Brey

#### Approval of Minutes

5      [20-0212](#)      Review and approval of October 1, 2019, meeting minutes

**Attachments:** [10-01-2019 Minutes.pdf](#)

Moved by McMeans, seconded by Sitkiewitz, that the minutes be approved. The motion carried. Ayes, 5. Nays, none

#### Discussion and Action Items

[20-0377](#)      Discussion and possible action on a policy to accommodate events canceled or delayed due to COVID-19 related items

**Attachments:** [Policy Suggestion for Events - COVID-19.docx](#)

Information presented for consideration by Tegen, no action.

[20-0378](#)

MAVCB response to the COVID-19 pandemic and future plans

Update provided by Jason Ring. Discussion ensued, no action.

[20-0344](#)

Discussion and possible action on the current agreement between the City of Manitowoc Room Tax Commission and the Manitowoc Area Visitor and Convention Bureau (Jan. 1, 2017 - Dec. 31, 2021)

Discussion on the current role and future role of the MAVCB. Input on current discussions held by Two Rivers. Consensus was to operate under the current agreement until expiration. To inform discussion on new agreement, the desire of the Commission is to have a report from the MAVCB on expected revenue impacts, changes to structure, technology needs. Meet again within the next 30 days to discuss. Inform Two Rivers of the discussion.

## Ajournment

**This meeting was adjourned.**

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Manitowoc 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 920-686-6950 or the City's ADA Coordinator at (920) 686-6990 or e-mail [cityattorney@manitowoc.org](mailto:cityattorney@manitowoc.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.