



City of Manitowoc

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

Meeting Minutes - Final

Room Tax Commission

Monday, February 15, 2021

5:30 PM

City Hall Council Chambers
and Via Zoom Remote Conferencing

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 both in Council Chambers at City Hall and via remote conferencing software due to a state of emergency and federal, state, and local guidance on gatherings. Members of the public may call to listen in at 888-475-4499 US Toll-free, Meeting ID: 863 9058 4549 Password: 574310.

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

Call to Order

This meeting was called to order by Mayor Nickels at 5:30 p.m.

Roll Call

Present: 5 - Nickels, Brey, Sitkiewitz, Reilly and Tegen

Excused: 1 - McMeans

Approval of Minutes

[21-0140](#) Approval of November 16th, 2020, Room Tax Commission meeting minutes

Attachments: [11-16-2020 Meeting Minutes.pdf](#)

Moved by Brey, seconded by Reilly, that these minutes be approved. The motion carried. Ayes, 5. Nays, none

Discussion and Action Items

[21-0141](#) Review of 2020 Room Tax revenues and expenses

Attachments: [2020 Room Tax Revenue.pdf](#)
[Room Tax Expense Detail.pdf](#)
[Room Tax Expenses Summary.pdf](#)

Overview of the 2020 revenues and expenses were provided. There was a shortfall that will need to be covered from the room tax reserves. No action taken.

[21-0137](#) Discussion on 2021 Room Tax Budget

Attachments: [2021 Room Tax Budget.pdf](#)

Overview of the 2021 room tax budget. Only ongoing expenses were included. Additional items will need to be submitted and reviewed on a case by case basis. No action taken.

[21-0138](#) Discussion and possible action on Equipment Request from Parks and Recreation

Attachments: [Room Tax movie funding request - memo.docx](#)

Curt Hall presented their request. Discussion on purchase versus rental of equipment occurred as well as the expected number of events.

Moved by Brey, seconded by Nickels, to approve up to \$5,500 for the purchase of outdoor movie theatre equipment. Motion carried (3-2).

Aye: 3 - Nickels, Brey and Tegen

Nay: 2 - Sitkiewitz and Reilly

Excused: 1 - McMeans

[21-0139](#) Discussion on contract agreement with MAVCB

Attachments: [Tourism Services Agmt 2017-2021.pdf](#)

Overview of the dates associated with the current agreement. Committee requested the MAVCB provide a presentation in the next couple of months on changes made and where they see the future headed. Committee would also like to investigate other options and the creation of an RFP to be brought back. No formal action was taken.

Ajournment

This meeting was adjourned at 6:02 p.m.

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