



# City of Manitowoc

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

## Meeting Minutes - Final

### Room Tax Commission

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Monday, March 22, 2021

5:30 PM

City Hall Council Chambers and  
via remote conferencing software (Zoom)

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#### Call to Order

#### Roll Call

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

**Absent:** 1 - McMeans

#### Approval of Minutes

[21-0240](#) Review and approval of February 15th, 2021, meeting minutes

**Attachments:** [02-15-2021 Meeting Minutes.pdf](#)

**Moved by Brey, seconded by Sitkiewitz, that February 15th, 2021, minutes be approved. The motion carried. Ayes, 5. Nays, none**

#### Discussion and Action Items

[21-0237](#) Presentation by the Manitowoc Area Visitor and Convention Bureau

Jason Ring, Rich Larsen, Jim Van Lanen Jr., Amy Meyer, and Laura Stecker provided an overview of the activities performed by the MAVCB. They are requesting an extension of the agreement for 5 years. No action was taken.

[21-0238](#) Possible approval of RFP for tourism services

**Attachments:** [RFP-Tourism Services - Draft.docx](#)

Conversation on this item was combined with 21-0239.

**Motion to amend by Sitkiewitz, second by Nickels, to change the due date for proposals to April 30, 2021. Motion to amend carried (5-0). Motion as amended carried (3-2) with the following vote:**

**Aye:** 3 - Nickels, Sitkiewitz and Reilly

**Nay:** 2 - Brey and Tegen

[21-0239](#) Discussion and possible approval on letter to Manitowoc Area Visitor and Convention Bureau stating our intent to continue or end our agreement with Manitowoc Area Visitor and Convention Bureau by June 1, 2021

Conversation was combined with 21-0238.

**Motion by Nickels, second by Sitkiewitz, to meet with the MAVCB and the Two Rivers Room Tax Commission to discuss the extension of the Tourism Services agreement which at a minimum will include the following items:**

**1. Future of the current MAVCB building and the pro-rata sharing of costs associated with operating and maintaining the building and consideration of an appropriate level of lease payments by the MAVCB.**

**2. Oversight and makeup of the MAVCB board to transition towards pro-rata representation based upon funding and the inclusion of the Mayor and City Manager as voting members.**

[21-0247](#)

Discussion and possible action on Discover Manitowoc Grant Application - Maritime Bay Classic Bicycle Race

**Attachments:** [Discover Manitowoc Grant Application - Maritime Bay Classic Bicycle Race.pdf](#)

John Brunner provided an overview of the request. \$7,500 is requested to help cover promotion of the event.

**Moved by Sitkiewitz, seconded by Brey, to approve the request. The motion carried. Ayes, 5. Nays, none**

[21-0284](#)

Discussion and possible action on request for funding from the Public Arts Committee.

**Attachments:** [2021-03 room tax-public art.docx](#)

Greg Vadney provided an overview of the request to support public art. \$8,000 request to cover 3 projects - Public Art App; Really Big Prints Project; Painting of Utility Boxes.

**Moved by Brey, seconded by Reilly, to approve the request. The motion carried. Ayes, 5. Nays, none**

## Ajournment

**Meeting adjourned at 6:49 p.m.**

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