



City of Manitowoc

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

Meeting Minutes

Room Tax Commission

Tuesday, September 6, 2022

4:30 PM

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

This meeting is being conducted both in Council Chambers at City Hall and via Zoom to maximize opportunities for residents to attend. Those attending the meeting via Zoom who wish to give public input are asked to keep their microphone muted until public input is opened to improve audio quality for all attendees. Those using their phone to call in may hit *6 to mute and unmute themselves. Members of the public may call to listen in at

Join Zoom Meeting

<https://us04web.zoom.us/j/73206608565?pwd=94OAJGWWFjdHfvUSs0n78Z3ZiDfb2K.1>

Meeting ID: 732 0660 8565

Passcode: Mcd9T5

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

Call to Order

Mayor Justin Nickels called this meeting to order at 4:37pm.

Roll Call

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

Approval of Minutes

[22-0731](#) Approve Minutes from August 1, 2022 Room Tax Commission Meeting

Attachments: [August 1, 2022 Minutes](#)

Moved by Sitkiewitz, seconded by Czekala, that the minutes be approved. The motion carried by the following vote:

Aye: 5 - Reilly, Czekala, Brey, Sitkiewitz and Nickels

Discussion and Actions Items

[22-0732](#) Report out of Director of Tourism Initiatives, September 2022

Attachments: [Tourism Update September 2022](#)

Discussion was had on renting property for a temporary Visitor Center.

Director was directed to move forward. Additional discussion was had on Directors initiatives.

22-0733

Room Tax Collection Report September 2022

Attachments: [Room Tax Report YTD Updated 8.30.22](#)
[Room Tax Report 2013-current w Graph Updated 8.30.22](#)

Moved by Sitkiewitz, seconded by Czekala, that this report be accepted and placed on file. The motion carried by the following vote:

Aye: 5 - Reilly, Czekala, Brey, Sitkiewitz and Nickels

22-0734

Discussion and possible action on partnering with Two Rivers for 2023 Visitor Guide

Moved by Brey, seconded by Sitkiewitz, to partner with Two Rivers for 2023 Visitor Guide, subject to final agreement. The motion carried by the following vote:

Aye: 5 - Reilly, Czekala, Brey, Sitkiewitz and Nickels

22-0735

Discussion and possible action on 2023 Room Tax Budget

Attachments: [Proposed 2023 Room Tax Budget](#)
[Itemized 2023 Room Tax Budget](#)
[2023 Projected Room Tax Budget Calculation](#)

Moved by Sitkiewitz, seconded by Czekala, that budget was approved. The motion carried by the following vote:

Aye: 5 - Reilly, Czekala, Brey, Sitkiewitz and Nickels

Adjournment

A motion was made by Brey, seconded by Siitkiewitz, that this meeting be adjourned. The motion carried by the following vote.

Aye: 5 - Reilly, Czekala, Brey, Sitkiewitz and Nickels