



City of Manitowoc

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

Meeting Agenda

Room Tax Commission

Monday, December 5, 2022

4:30 PM

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

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 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 phones to call in may hit "6" to mute and un mute themselves.

Members of the public may call to listen in at:

Join Zoom Meeting
1-888-475-4499
Meeting ID: 811 3768 8833
Password: 209364

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

Call to Order

Roll Call

Approval of Minutes

[22-1012](#) Approve Minutes from November 10, 2022 Room Tax Commission Meeting

Attachments: [November 10, 2022 Minutes](#)

Discussion and Action Items

[22-1013](#) Report out Director of Tourism Initiatives, December 2022

Attachments: [Tourism Update December 2022](#)

- [22-1014](#) Room Tax Collections Report, December 2022
- [22-1015](#) Update on 2023 Visitor Guide
- [22-1016](#) Update on bathroom remodel in Car Ferry ticket office
- [22-1017](#) Discussion and possible action on Special Event fees for 2023
- Attachments:** [Proposed Tourism 2023 Fee Schedule](#)
[Res for 2023 Tourism Fees](#)
[Memo to Room Tax Commission 2023 Tourism Fees](#)
- [22-1018](#) Discussion and possible action to hire architect for permanent visitor center project

Adjournment

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 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.