



# City of Manitowoc

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

## Meeting Minutes

### Room Tax Commission

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Thursday, January 5, 2023

4:30 PM

Visit Manitowoc's Visitor Center 824 S 8th Street  
and via Zoom  
(remote conferencing software)

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#### Call to Order

Mayor Justin Nickels called the meeting to order at 4:30pm.

#### Roll Call

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

#### Approval of Minutes

[23-0006](#) Approve Minutes from December 5, 2022 Room Tax Commission Meeting

**Attachments:** [December 5, 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 Action Items

[23-0007](#) Report out Director of Tourism Initiatives, January 2023

**Attachments:** [Tourism Update January 2023](#)

Director and Commission had discussion on current and upcoming marketing projects.

[23-0008](#) Room Tax Collection Reports December 2022 and January 2023

No Action

[23-0009](#) Request for funds to improve the restrooms at the Car Ferry Ticket Office

**Attachments:** [Memo to Room Tax Commission re Car Ferry Ticket Office Restroom Upgrades](#)  
[A.C.E. Building Service Quote](#)  
[Hamann Construction Quote](#)

**Moved by Sitkiewitz, seconded by Brey, that the recommended bathroom quote be approved. The motion carried by the following vote:**

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

[23-0010](#) Update on permanent visitor center project

**Attachments:** [Memo to Ms. Hansen re Visitor Center at Library](#)

Room Tax Commission discussed concerns with moving forward with this project. It was decided to revisit and pursue other options for a permanent location.

### Convene in Closed Session

**A motion was made by Jim Brey, seconded by Steven Czekala, to convene in closed session. The motion carried by the following vote:**

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

Notice is hereby given that the above governmental body may adjourn into a closed session during the meeting as authorized by Section 19.85(1)(g) of the Wisconsin Statutes, which authorizes the governmental body to convene in closed session for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. The specific subject matter that may be considered in closed session is:

[23-0011](#) Update on MAVCB lawsuit

### Reconvene in Open Session

**A motion was made by Eric Sitkiewitz, seconded by Steven Czekala, to reconvene in open session. The motion carried by the following vote:**

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

[23-0011](#) Update on MAVCB lawsuit

No Action

### Adjournment

**A motion was made by Eric Sitkiewitz, seconded by Jim Brey, that this meeting be adjourned at 5:09pm. The motion carried by the following vote:**

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