



City of Manitowoc

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

Meeting Minutes

Room Tax Commission

Monday, April 3, 2023

4:30 PM

City Hall 1st Floor Hearing Room and via Zoom
(remote conferencing software)

Call to Order

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

Roll Call

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

Approval of Minutes

[23-0282](#) Approve Minutes from March 6, 2023 Room Tax Commission Meeting

Attachments: [March 6, 2023 Minutes](#)

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

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

Consent Agenda

A motion was made by Brey, seconded by Sitkiewitz, to approve the contracts and direct the Director of Tourism to sign all contracts on behalf of the Room Tax Commission. Approval of the Consent Agenda. The motion carried by the following vote:

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

Items 23-0286 and 23-0287 were removed from the consent agenda

[23-0283](#) Midwest Living Magazine Summer Advertorial Agreement

Attachments: [Midwest Living Magazine Summer Advertorial Participation Form](#)

[23-0284](#) Midwest Living Magazine Fall Advertorial Agreement

Attachments: [Midwest Living Magazine Fall Advertorial Participation Form](#)

[23-0285](#) Wisconsin Maritime Museum Tourism Breakfast Contract

Attachments: [Wisconsin Maritime Museum Tourism Breakfast Contract](#)

Discussion and Action Items

[23-0288](#) Report out of Director of Tourism Initiatives, April 2023

Attachments: [Tourism Update April 2023](#)

No Action

[23-0286](#) Laptop Purchase for Destination Marketing and Visitor Services Intern

Attachments: [Laptop Quote](#)

Sitkiewitz requested this item be removed from the consent agenda.

Moved by Sitkiewitz, seconded by Czekala, that the request for the laptop purchase be approved. The motion carried by the following vote:

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

[23-0287](#) On the Road with That Wisconsin Couple Podcast Contract

Attachments: [On the Road That Wisconsin Couple Contract](#)

Czekala requested this item be removed from the consent agenda.

Moved by Czekala, seconded by Sitkiewitz, to approve the contract and direct the Director of Tourism to sign on the Room Tax Commission's behalf. The motion carried by the following vote:

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

[23-0289](#) Room Tax Collection Report, April 2023

No Action

Convene in Closed Session

A motion was made by Czekala, seconded by Brey, 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 in closed session is:

[23-0290](#) Update of MAVCB Lawsuit

Reconvene in Open Session

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

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

[23-0290](#)

Update of MAVCB Lawsuit

Adjournment

A motion was made by Czekala, seconded by Sitkiewitz, that this meeting be adjourned at 5:00pm. The motion carried by the following vote:

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