



City of Manitowoc

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

Meeting Minutes

Finance Committee

Monday, June 24, 2019

6:00 PM

Council Chambers

1. Call to Order

2. Roll Call

Present: 4 - Brey, McMeans, Sitkiewitz and Novak

Absent: 1 - Lotz

3. Approval of Minutes

[19-0720](#) Minutes of May 7, 2019 Finance Committee meeting, recommending approval and place on file.

Attachments: [MeetingMinutes 07-May-2019](#)

Moved by Novak, seconded by Sitkiewitz, that the Minutes be approved and placed on file for consent agenda. The motion carried by the following vote:

Aye: 4 - Brey, McMeans, Sitkiewitz and Novak

[19-0721](#) Minutes of MPU Commission meetings of April 22, 2019 & May 13, 2019, recommending acceptance and place on file.

Attachments: [MPU Commission Minutes 5-13-19](#)
[MPU Commission Minutes 4-22-19](#)

Moved by Novak, seconded by McMeans, that the Minutes be accepted and placed on file for consent agenda. The motion carried by the following vote:

Aye: 4 - Brey, McMeans, Sitkiewitz and Novak

4. Public Comment

Finance Committee Chair Jim Brey declared the meeting open for public input. In accordance with policy, the public input portion of the meeting is not made a part of the official record.

Aldersperson Todd Lotz joined the meeting at 6:25 p.m.

Present: 5 - Brey, McMeans, Sitkiewitz, Lotz and Novak

5. Presentations

[19-0723](#) Presentation by Brad Viegut regarding the City's Financing Timeline and 2019 borrowing amount, and illustrative financing plan for subsequent years.

Attachments: [prs finance committee manitowoc 06.24.19](#)

Moved by McMeans, seconded by Sitkiewitz, that this Presentation be accepted and placed on file and referred to Council. The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Lotz and Novak

6. Discussion and Action Items

[19-0729](#) Resolution Providing for the Sale of Approximately \$6,900,000 General Obligation Promissory Notes

Attachments: [Res 19-0729](#)

Moved by Sitkiewitz, seconded by McMeans, that this Resolution be adopted and referred to Council. The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Lotz and Novak

[19-0728](#) Sidewalk Cafe Permit application for Ryan's on York including extension of premise to serve alcohol at outdoor sitting area

Attachments: [Ryan's on York Request](#)
[Sidewalk Cafe Ordinance](#)
[PD approval Ryan's on York - Sidewalk Cafe](#)

Moved by Sitkiewitz, seconded by Novak, that this Application be approved and referred to council for consent agenda. The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Lotz and Novak

[19-0730](#) Ordinance to amend Section 11.260 of the Manitowoc Municipal Code regulating Sidewalk Cafes

Attachments: [Sidewalk Cafe ORdinance Amendments \(2\)](#)

Committee requested monthly report out of permit applications and their results.

Moved by Novak, seconded by Lotz, that this Ordinance be adopted and referred to Council. The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Lotz and Novak

[19-0722](#) Agreement to Fundraise and Build Phase Three of the Manitowoc Family Aquatic Center

Attachments: [Aquatic Center](#)

City Attorney Kathleen McDaniel and Director of Public Infrastructure Dan Koski provided an overview of the agreement. Director of Public Infrastructure indicated that based on the information he's seen, the addition would require additional maintenance hours, lifeguards, and an unknown cost.

Committee would like to see the projected budget for this prior to making a decision on the agreement. City staff will work to have the information for the July Council meeting.

[19-0726](#) Update on Services Agreement with Grow It Forward

Attachments: [2019 Marketing Strategic Plan](#)
[2019 Farmers Market Agreement final](#)

Amber Daus and Donna Firman presented the current marketing plan and tools to the Committee

Moved by Sitkiewitz, seconded by Novak, that this Report be accepted and placed on file for Consent Agenda. The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Lotz and Novak

[19-0727](#) Responsible Bidder Criteria

Attachments: [19-0727](#)
[Responsible Bidder Criteria](#)

Joe Mrotek spoke on behalf of the Responsible Bidder Criteria, and explained why this is being requested. Committee discussed whether the appropriate implementation method would be through City ordinance or policy. Committee will bring this item back to the August 6th Committee meeting.

Moved by Sitkiewitz, seconded by Novak, that this Action Item be placed on file for Consent Agenda. The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Lotz and Novak

[19-0669](#) Proposed addition to City's Guidebook, Chapter X.XX - Budget Carryforward Policy

Attachments: [Carry Forward Requests draft](#)

Moved by Sitkiewitz, seconded by Novak, that this policy be approved for consent agenda. The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Lotz and Novak

[19-0724](#) Request from Don Murray, Agent, TLM Investments, Inc. to extend his tavern license TAV-1954 on September 7th to include a fenced-in area of his parking lot for annual charity bike wash, for premise located at 1421 S. 39th Street.

Attachments: [TLM Request](#)

Moved by Sitkiewitz, seconded by Novak, that this Request be approved for consent agenda. The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Lotz and Novak

[19-0725](#) Ordinance to amend Section 1.030(5) of the Municipal Code changing the location of the voting place for the Fifth Aldermanic District to The Manitowoc Public School District Administration Office at 2902 Lindbergh Drive (East entrance)

Attachments: [PollPlaceChangeOrdDistrict5](#)

Moved by McMeans, seconded by Lotz, that this Ordinance be adopted and referred to Council. The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Lotz and Novak

[19-0736](#) Amend the Room Tax Allocations Policy including the Discover Manitowoc Grant Policy

Attachments: [June 2019 revisions to Finance](#)

Moved by Novak, seconded by McMeans, that this Policy be approved for consent agenda. The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Lotz and Novak

7. Adjournment

Moved by Novak, seconded by McMeans, that this meeting be adjourned at 7:52 p.m. The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Lotz and Novak