



City of Manitowoc

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

Meeting Minutes

Finance Committee

Tuesday, May 5, 2020

5:30 PM

Meeting will be held via remote conferencing

1. Call to Order

2. Roll Call

Present: 5 - Brey, McMeans, Sitkiewitz, Schlei and Brunner

3. Public Comment

Nobody interested in speaking during public comment.

4. Consent Agenda

These items will be approved by one motion unless any Committee Member wishes to remove an item for discussion.

REMOVAL OF CONSENT AGENDA ITEMS:

Any Committee Member may request removal of any item from the Consent Agenda, and such item shall be removed without debate or vote. Any item or part thereof removed from the Consent Agenda shall be separately considered.

Approval of the Consent Agenda

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Moved by McMeans, seconded by Schlei, to accept the Consent Agenda Items and recommendations of the various committees The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Schlei and Brunner

[20-0421](#) Minutes of April 9, 2020 Finance Committee meeting, recommending approval and place on file

Attachments: [Finance Minutes 4-9-2020](#)

[20-0422](#) 2020 Expenditure Restraint Report filed April 10, 2020, recommend to place on file.

Attachments: [2020 Expenditure Restraint Budget Worksheet](#)

5. Discussion and Action Items

[20-0335](#) Request from Holy Family College for an exception to MMC 11.010(12)(c) "Class B" License Regulations regulating the Minimum Operating Requirements to be open a minimum 60 days each year for at least four hours per day, recommend to place on file.

Attachments: [Holy Family College Request](#)
[Minimum Operating Requirements](#)

Moved by Brunner, seconded by Sitkiewitz, that this Request be placed on file. The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Schlei and Brunner

[20-0411](#) CAWG Request for OpenSite Designer (OSD) Configuration - Bentley Engineering Software - Survey Code Update, recommend to approve the request.

Attachments: [20_01 EnvisionCAD SOW - OpenSite Designer.pdf](#)
[OSD Request Unbudgeted.pdf](#)

Moved by McMeans, seconded by Brunner, that this Request be accepted. The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Schlei and Brunner

[20-0413](#) Request to change District 1 Polling Place from UW Green Bay - Manitowoc Campus to Silver Creek Fieldhouse, recommend to approve the request and direct the City Attorney to draft the ordinance change.

Attachments: [District 1 Polling Place](#)

Moved by Brunner, seconded by McMeans, that this Request be accepted and direct the City Attorney to draft the ordinance change. The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Schlei and Brunner

[20-0414](#) Request from Time Out Sports Bar & Grill, TAV-1906 for a temporary extension of premise, recommend to approve request.

Attachments: [Time Out Request](#)

Moved by McMeans, seconded by Sitkiewitz, that this Request be accepted. The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Schlei and Brunner

[20-0415](#) Possible change to alcohol licensing fees

Attachments: [Summary Trial Balance](#)
[Staff email - License Fees](#)

No action taken on this item at this meeting. This item will be brought back to the June Finance Committee meeting.

[20-0416](#) Municipal Field Baseball Diamond

Attachments: [Baseball Diamond at Municipal Field](#)

No formal action taken on this item. The Finance Committee would like negotiations to continue with the MPSD.

[20-0417](#) Ordinance to create Section 11.180 of the Municipal Code regulating Commercial Quadricycles (Pedal Pubs)

Attachments: [Pedal Pubs](#)

**Moved by Sitkiewitz, seconded by McMeans, that this Ordinance be accepted.
The motion carried by the following vote:**

Aye: 5 - Brey, McMeans, Sitkiewitz, Schlei and Brunner

[20-0418](#) Scope of Engagement relative to City of Manitowoc - Community Development Authority Bond Financing for Southfield Townhouses Project, recommend to approve.

Attachments: [CDA Bond Financing - Southfield Townhouses](#)

**Moved by Sitkiewitz, seconded by Brunner, that this Action Item be accepted.
The motion carried by the following vote:**

Aye: 5 - Brey, McMeans, Sitkiewitz, Schlei and Brunner

[20-0419](#) Request from Manitowoc County Expo/Fair entertainment pavilion purveyors to extend live band music performances on Friday, August 28 and Saturday, August 29, 2019 to 11:30 p.m. with beer sales ending at Midnight and with music stopping at 11:00 p.m. on Tuesday, Wednesday, Thursday, and Sunday and beer sales discontinuing at 11:30 p.m., recommend to approve the request.

Attachments: [Expo request](#)

Moved by Sitkiewitz, seconded by Schlei, that this Request be accepted. The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Schlei and Brunner

[20-0420](#) Memorandum of Agreement for Weights and Measures Inspection, recommend to approve the agreement.

Attachments: [Memorandum of Agreement - Weights and Measures Inspection](#)

Moved by Sitkiewitz, seconded by Brey, that this Agreement be accepted. The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Schlei and Brunner

[20-0423](#) 1st Quarter Budget Exception Report, recommend to accept and place on file.

Attachments: [Q1 Budget Exception Report](#)

Moved by McMeans, seconded by Sitkiewitz, that this Report be accepted and place on file. The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Schlei and Brunner

[20-0427](#) Request to purchase equipment to upgrade CastNET Channel 4 Digital Signage, recommend to approve the request.

Attachments: [CastNET Quote Nov 2019](#)

Moved by Sitkiewitz, seconded by Brunner, that this Request be accepted. The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Schlei and Brunner

[20-0432](#) Communication from Nicholas Mueller, Community Development, requesting blanket authority to solicit donations for work downtown, as outlined therein, recommend to accept communication.

Attachments: [20-0432](#)

Moved by McMeans, seconded by Brunner, that this Communication be accepted. The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Schlei and Brunner

[20-0439](#) MOU with County for tax collection pursuant to Act 185, recommend to accept the report and refer to the City Attorney to draft a resolution.

Attachments: [2020-CM-8A3 Manitowoc Settlement MOU \(05-01-2020 Manitowoc Co. Draft\)](#)

Moved by Brunner, seconded by McMeans, that this Report be accepted and refer to the City Attorney to draft a resolution. The motion carried by the following vote:

Aye: 5 - Brey, McMeans, Sitkiewitz, Schlei and Brunner

6. Adjournment

A motion was made by Eric Sitkiewitz, seconded by John Brunner, to adjourn.