



# City of Manitowoc

900 Quay Street  
Manitowoc, WI 54220  
[www.manitowoc.org](http://www.manitowoc.org)

## Meeting Minutes

### Finance Committee

---

Tuesday, July 7, 2020

5:30 PM Council Chambers. Note-Meeting will also be available via  
Remote Conferencing

---

#### 1. Call to Order

#### 2. Roll Call

**Present:** 4 - Brey, McMeans, Sitkiewitz and Brunner

**Absent:** 1 - Schlei

#### 3. Public Comment

None.

#### 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

##### Approval of the Consent Agenda

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

**Aye:** 4 - Brey, McMeans, Sitkiewitz and Brunner

[20-0646](#)

Minutes of June 2, 2020 Finance Committee meeting, recommending approval and place on file

**Attachments:** [Minutes - Finance 6-2-20](#)

[20-0647](#) Various minutes of the MPU Commission, recommending acceptance and place on file

**Attachments:** [MPU Minutes 2-10-20](#)  
[MPU Minutes 3-23-20](#)  
[MPU Minutes 4-13-20](#)  
[MPU Minutes 5-11-20](#)  
[MPU Minutes 5-26-20](#)  
[MPU Minutes 6-8-20](#)

[20-0648](#) TID Districts 2019 Annual Report Department of Revenue, recommending acceptance and place on file

**Attachments:** [TID Districts 2019 Annual Report Department of Revenue](#)

## 5. Discussion and Action Items

[20-0657](#) Amendment to City policy to limit any combination of corporate bonds and Commercial Paper to 30% of portfolio

**Attachments:** [DRAFT Guide Book Policy Manual revision 2020 - Chapter 5 Investment Policy](#)  
[ICM - Manitowoc WI - Proposal to Investment Committee - Revisions to Investment Policy 7.7.20](#)

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

**Aye:** 4 - Brey, McMeans, Sitkiewitz and Brunner

[20-0649](#) Ordinance to change District 8 Polling Place

**Attachments:** [D. 8 Polling Place](#)

**Moved by Sitkiewitz, seconded by Brunner, that this Ordinance be accepted for Lincoln Park Cabin #2. The motion carried by the following vote:**

**Aye:** 4 - Brey, McMeans, Sitkiewitz and Brunner

[20-0650](#) Application for "Class B" Intoxicating Liquor & Fermented Malt Beverage License, Leslie O's LLC, d/b/a Deja Vu, 214 N. 8th St

**Attachments:** [Leslie O's LLC Application](#)

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

**Aye:** 4 - Brey, McMeans, Sitkiewitz and Brunner

[20-0651](#) Request from Salute to Everyone for permanent premises extension to new fenced in area north of the current outdoor area; recommend to approve the request.

**Attachments:** [Salute - premises extension request](#)

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

**Aye:** 4 - Brey, McMeans, Sitkiewitz and Brunner

[20-0652](#) Capital Allocation Working Group (CAWG) recommendation to fund up to \$17,250.00 as an unbudgeted request for Engineering Department for Preliminary Engineering & Plan Preparation for Memorial Dr. from Waldo to E. Magnolia per the DOT SMA; recommend to approve the request.

**Attachments:** [CAWG - Engr. for Memorial Dr. per DOT SMA](#)

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

**Aye:** 4 - Brey, McMeans, Sitkiewitz and Brunner

[20-0641](#) CAWG Request for a DPI Leaf Trailer Vac; recommend to approve the request.

**Attachments:** [20-0641 CAWG Request for Leaf Vac for DPI.pdf](#)

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

**Aye:** 4 - Brey, McMeans, Sitkiewitz and Brunner

[20-0654](#) Collateral Assignment of Tax Incremental District No. 20 Development Agreement

**Attachments:** [Collateral Assignment of Development Agreement \(redlined\) Final \(01315754x9D9B4\)](#)  
[Collateral Assignment of Development Agreement - Final \(01321727x9D9B4\)](#)

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

**Aye:** 4 - Brey, McMeans, Sitkiewitz and Brunner

[20-0667](#) Approval to conduct structural assessment on walkway behind River Lofts; recommend to deny the request and place on file.

**Attachments:** [Memo to Finance Committee re Structural Assessment 1](#)  
[WisDNR approval encl permit for River pier etc. 10-3-2007.pdf](#)  
[River Lofts Walkway Survey](#)  
[Structural Assessment - Walkway behind River Lofts](#)

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

**Aye:** 4 - Brey, McMeans, Sitkiewitz and Brunner

[20-0656](#) City of Manitowoc Residential Anti-Displacement and Relocation Assistance Plan

**Attachments:** [Document 23 - Relocation Plan](#)

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

**Aye:** 4 - Brey, McMeans, Sitkiewitz and Brunner

[20-0658](#) Discussion on COVID-19 Expenses and CARES Funding; recommend to accept and place on file.

**Attachments:** [City of Manitowoc COVID Response Funding](#)  
[Routes to Recovery Guidance](#)  
[Routes to Recovery](#)  
[Coronavirus Relief Fund FAQs](#)

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

**Aye:** 4 - Brey, McMeans, Sitkiewitz and Brunner

[20-0659](#) Capital Allocation Working Group (CAWG) recommendation to fund up to \$9,625.00 as an unbudgeted request for Community Development Department for the 8th Street Pedestrian Bridge; recommend to approve the request.

**Attachments:** [CAWG request for ped bridge](#)  
[ped bike bridge waves](#)  
[flow thru decking](#)

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

**Aye:** 4 - Brey, McMeans, Sitkiewitz and Brunner

[20-0661](#) Guide Book Policy Manual updates; recommend to approve the changes.

**Attachments:** [DRAFT Guide Book Policy Manual revision 2020](#)

**Moved by McMeans, seconded by Sitkiewitz, that this Policy be accepted to approve the changes. The motion carried by the following vote:**

**Aye:** 4 - Brey, McMeans, Sitkiewitz and Brunner

[20-0662](#) 2nd Quarter Internal Control Report; recommend and place on file.

**Attachments:** [2020\\_02 Check List for Finance Committee](#)

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

**Aye:** 4 - Brey, McMeans, Sitkiewitz and Brunner

[20-0663](#) Communication from Manitowoc County Treasurer of public notice of the tax foreclosure action in Rem 2020; recommend to accept and place on file.

**Attachments:** [Tax Foreclosre Action in Rem 2020](#)

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

**Aye:** 4 - Brey, McMeans, Sitkiewitz and Brunner

[20-0665](#) 2nd Quarter Claims Report from City Attorney; recommend to accept and place on file.

**Attachments:** [Claims Report to Finance Committee Jan to June 2020](#)

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

**Aye:** 4 - Brey, McMeans, Sitkiewitz and Brunner

[20-0666](#) Amendments to HAP Grant Agreement for Carferry Dock; recommend to adopt the amendments.

**Attachments:** [DRAFT - Badger 0495-18-05 Amend x \(1\)](#)

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

**Aye:** 4 - Brey, McMeans, Sitkiewitz and Brunner

[20-0640](#) Request for allocating the City's share of funding for a proposed water trail plan; recommend to approve the request.

**Attachments:** [20-0640 Request Memo to Allocate City share for funding for Manitowoc River Watershed Trail Plan.pdf](#)  
[20-0640 Proposed Water Trail Plan.pdf](#)

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

**Aye:** 4 - Brey, McMeans, Sitkiewitz and Brunner

[20-0668](#) Communication from City Assessor on 2019 Tax Roll Omitted Parcel: 789-007-190 (Pekarske Builders); recommend to approve and place on file.

**Attachments:** [Letter from Assessor - Pekarske Builders](#)  
[Assessment Notice - Pekarske](#)

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

**Aye:** 4 - Brey, McMeans, Sitkiewitz and Brunner

[20-0669](#) COVID-19 Small Business Grant Update; recommend to accept and place on file.

**Attachments:** [Summary to Finance July 7 2020](#)  
[List of Businesses COVID Grant Program](#)

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

**Aye:** 4 - Brey, McMeans, Sitkiewitz and Brunner

## 6. Adjournment

**Moved by Sitkiewitz, seconded by Brunner, to adjourn.**