



City of Manitowoc

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

Meeting Minutes

Room Tax Commission

Tuesday, September 3, 2024

4:30 PM

City Hall Council Chambers and via Zoom
(remote conferencing software)

Call to Order

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

Roll Call

Present: 4 - Reilly, Nickels, Czekala and Sitkiewitz

Excused: 1 - Brey

Approval of Minutes

[24-1785](#) Approve Minutes from March 5, 2024 Room Tax Commission Meeting

Attachments: [March 5, 2024 Minutes](#)

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

Aye: 4 - Reilly, Nickels, Czekala and Sitkiewitz

Excused: 1 - Brey

Discussion and Action Items

[24-1786](#) Room Tax Collection Report, August 2024

Attachments: [Room Tax 2013 – Current Updated 8.5.24](#)
[Room Tax 2013 – Current with Graph Updated 8.5.24](#)
[Room Tax YTD 2024 Updated 8.5.24](#)

No Action

[24-1787](#) Discover Manitowoc Grant Application - Ghost Ships Festival

Attachments: [Ghost Ships Festival - Discover Manitowoc Grant](#)

The Commission approved the staff recommendation though a single motion.

Moved by Sitkiewitz, seconded by Czekala, that the request for the Discover Manitowoc Grant be approved in the amount of \$2,500.00 The motion carried by the following vote:

Aye: 4 - Reilly, Nickels, Czekala and Sitkiewicz

Excused: 1 - Brey

[24-1788](#) Discussion on Short Term Rental Ordinance and License

No Action

[24-1789](#) Discussion on 2025 Tourism Department Budget

Moved by Sitkiewicz, seconded by Czekala, that the Commission recommends the presented budget be incorporated into the Mayor's 2025 Budget. The motion carried by the following vote:

Aye: 4 - Reilly, Nickels, Czekala and Sitkiewicz

Excused: 1 - Brey

Convene in Closed Session

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

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:

[24-1790](#) Update on MAVCB lawsuit

No Action

Reconvene in Open Session

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

[24-1790](#) Update on MAVCB lawsuit

No Action

Adjournment

A motion was made by Sitkiewicz, seconded by Reilly, that this meeting be adjourned. The motion carried by the following vote:

Aye: 4 - Reilly, Nickels, Czekala and Sitkiewicz

Excused: 1 - Brey