



# City of Manitowoc

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

## Meeting Minutes

### Room Tax Commission

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Tuesday, December 3, 2024

4:30 PM

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

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#### Call to Order

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

#### Roll Call

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

#### Approval of Minutes

[24-2050](#) Approve Minutes from September 3, 2024 Room Tax Commission Meeting

**Attachments:** [September 3, 2024 Minutes](#)

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

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

#### Discussion and Action Items

[24-2051](#) Request for Matching Place Makeover Grant

**Attachments:** [2024 Place Makeover Flyer](#)

The Commission approved the request through a single motion.

**Moved by Brey, seconded by Czekala, that the request for the matching Wisconsin Main Street Place Makeover Contest Grant be approved up to \$5,000 if awarded for the Craft Creek Brewing project. The motion carried by the following vote:**

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

#### Convene in Closed Session

**A motion was made by Sitkiewitz, seconded by Czekala, to convene in closed session. The motion carried by the follow vote:**

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

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)(e) of the Wisconsin Statutes, which authorizes the governmental body to convene in closed session for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. The specific subject matter that may be considered in closed session is:

[24-2052](#)          Negotiations with Manitowoc Area Visitor and Convention Bureau  
No Action

### Reconvene in Open Session

**A motion was made by Brey, seconded by Nickels, to reconvene in open session.  
The motion carried by the following vote:**

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

[24-2052](#)          Negotiations with Manitowoc Area Visitor and Convention Bureau  
No action taken. Commission designates Reilly to continue negotiations with the MAVCB.

### Adjournment

**A motion was made by Brey, seconded by Czekala, that this meeting be adjourned at 5:29 pm. The motion carried by the following vote:**

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