



# City of Manitowoc

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

## Meeting Minutes

### Room Tax Commission

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Tuesday, May 6, 2025

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

[25-0349](#) Approve Minutes from April 3, 2025 Room Tax Commission Meeting

**Attachments:** [April 3, 2025 Minutes](#)

**Moved by Czekala, seconded by Reilly, that this Report be approved. The motion carried by the following vote:**

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

#### Discussion and Action Items

#### Convene in Closed Session

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

[25-0350](#) Discussion on long-term visitor center and office location

[25-0351](#) Negotiations with Manitowoc Area Visitor and Convention Bureau

#### Reconvene in Open Session

**A motion was made by Czekala, seconded by Reilly, to reconvene in open**

session. The motion carried by the following vote:

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

[25-0350](#)

Discussion on long-term visitor center and office location

No Action

[25-0351](#)

Negotiations with Manitowoc Area Visitor and Convention Bureau

**A motion was made by Reilly, seconded by Czekala, to direct the Chair to execute the Agreement for Tourism Promotion and Tourism Development between Room Tax Commission of the City of Manitowoc and Manitowoc Area Visitor and Convention Bureau, Inc., but only after he receives approval from the Finance Department and City Attorney's Office verifying the final terms. including the amounts in paragraph 1-2; executed by the Manitowoc Area Visitor and Convention Bureau. The motion carried by the following vote:**

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

## **Adjournment**

**A motion was made by Sitkiewicz, seconded by Czekala, that the meeting be adjourned at 5:33pm. The motion carried by the following vote:**

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