

**PUBLIC NOTICE OF A MEETING OF THE
COMMITTEE on AGING OF THE CITY OF MANITOWOC**

Pursuant to Section 19.84(2) and (3) of the Wisconsin Statutes, notice is hereby given to the public, to the Herald-Times Reporter, the official newspaper of Manitowoc, and to those news media who have filed a written request for this notice that a meeting of the **COMMITTEE on AGING** of the City of Manitowoc will be held on **Monday, September 8, 2025 at 1:30 o'clock P.M.** at Manitowoc Senior Center Classroom, 3330 Custer Street, Manitowoc, Wisconsin.

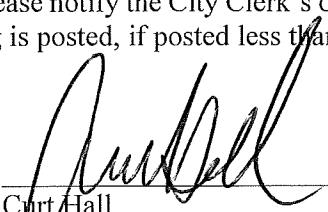
As of the date of this notice, the subject matter known to be intended for consideration at the meeting is as follows:

1. Call meeting to order
2. Pledge of Allegiance
3. Discussion and approval of minutes of previous meeting (July 2025)
4. Public Input
5. Chair Person's Report
6. Sr. Center Staff Report
 - (a) Current Programs and Schedule updates
 - i. All the programs/activities that take the summer off are all up and running again with the additions of:
 1. Another Chair Yoga class
 2. A drop-in Tai Chi class
 3. Samba card game
 4. Low Vision Support Group
 - ii. Trips (completed)
 1. July 16: Appleton's History, Scandal, and Gardens
 - a. Volunteer Escort
 - b. 34/37 (got smaller bus to save money)
 - c. Everyone said it was a really good trip – especially the information and the lunch
 2. August 6: Holy Hill & The Park Next Door
 - a. Volunteer Escort
 - b. 34/37 (got smaller bus to save money)
 - c. Good time. Some thought we could do less time at the Park Next Door as it was a lot of walking (which we advertised on the flyers)
 - iii. Trips (advertised)
 1. September 4: The Fabulous 50's at the Riverside
 - a. Volunteer Escort
 - b. 49/51 enrolled as of 08/27/25
 - c. Advertising started in April
 2. September 9-11: Dubuque, IA - CANCELLED
 - a. Michelle to escort
 - b. 6/50 – must have 40 minimums to go
 - c. Final registration date is July 31
 - d. Advertising started in May
 3. October 1: Sister Bay Tour
 - a. Volunteer Escort
 - b. 50/50 enrolled as of 08/26/25 + 19 on the waiting list
 - c. Advertising started in June
 - iv. Fundraisers (in the works)
 1. September 25: Fry Out at the Open House
 2. October 16: Chili Fundraiser
 3. November 1: Craft Fair (formerly the Holiday Fair)
 - v. Special Events (completed)
 1. none
 - vi. Special Events (upcoming)
 1. September 25: Open House

2. October 30: Happy Days Trivia
3. December 17: Holiday Party
- (b) Continue to invite people/businesses to give educational and informational presentations
 - i. Open to the public
- (c) Questions, Comments and Concerns on Senior Center Report
7. Financial Report
8. Old Business
 - (a) J Hudon would like to know what the line "Trip Revenue (based on cost sheets for this month)" on the Financial Report means
 1. Michelle will explain at next meeting (re: July 14, 2025 meeting)
9. New Business
10. Adjourn – Next meeting November 10, 2025 at 1:30 pm

If you need accommodations for this meeting, please notify the City Clerk's office at least 48 hours in advance of the meeting (or as soon as possible after the meeting is posted, if posted less than 48 hours prior to the meeting time) at 686-6950, or TDD 686-6552.

Dated this 28th day of August 2025



Curt Hall
Parks and Recreation Division Manager

E-MAIL:

Clerk's Office
Mayor's Office
City Managers
Committee Members
PI Committee

**PUBLIC NOTICE OF A MEETING OF THE
COMMITTEE on AGING OF THE CITY OF MANITOWOC**

COA Meeting Minutes July 14, 2025

Classroom
Manitowoc Senior Center

The Committee on Aging consists of eight members to be appointed by the Mayor and confirmed by the Common Council for three-year terms pursuant to 3.27. The Committee shall recommend to the Common Council a Director for the Committee on Aging who shall serve for a three-year term under the direction of the Director of Public Infrastructure.

Present: A Brixius (Chair), J Hudon, L Kalista, R Malzahn, A Chizek, C Hall (Staff),

Excused: D Bonk (Co- Chair), M Schultz, M Michels (Staff)

Absent: J Kramer

1. Meeting called to order at 1:32 pm by A. Brixius
2. Pledge of Allegiance
3. Discussion and approval of minutes of previous meeting (March 2025)
 - (a) Noted that on the May 12, 2025 minutes, page 3 number 9(a)i5 D Bunk should be D Bonk
 - i. Motion to approve: L Kalista
 - ii. Second: J Hudon
 - iii. All in favor
4. Public Input
 - none
5. Chair Person's Report
 - (a) Newsletter
 - i. June
 1. Dementia meet & greet with Jay's Legacy
 - ii. July
 1. COA Meeting notice
 - (b) Take out number 8 on this agenda as it was already covered.
 - (c) Attended ADRC program "Less Falls"
 - i. Focused on nutrient and meals
 - (d) Committee on Communications and Networking
 - i. July 22nd from 3:00-4:30
 - (e) ADRC Senior Living networking meeting
 - i. Unable to attend in July
 - ii. Next meeting is August 14 at 11:00am
 - (f) DPI Committee meeting
 - i. Attended on June 4 at 5:30
 1. Read a letter introducing himself as chairperson of COA and he will be attending these meeting as a COA representative
 2. A Brixius presented the master plan RFP
 - a. At COA meeting he presented the article about this that was in the HTR newspaper NO CLUE WHAT YOU WROTE HERE
 - (g) Everyone should have received their Volunteer Employee Picnic Invite
 - (h) Rummage Sale and Fry were a huge success
 - (i) Suggestion Box:
 - i. No new suggestions
6. Sr. Center Staff Report
 - i. Trips (completed)
 1. May 20: A Day in IL – All about the Sanfilippo's

- a. Volunteer Escorted (rather than Michelle due to low enrollment)
 - b. 21/50 participants had a great time, so much that we will probably plan this trip again in 2026
 2. June 12: Old Time Rock 'n Roll – Riverside Ballroom
 - a. Volunteer Escort
 - b. 50/50 participants enjoyed lunch, show, and bus driver took them on a small tour of Green Bay as they arrived early
 - ii. Trips (advertised)
 1. July 16: Appleton's History, Scandal, and Gardens
 - a. Volunteer Escort
 - b. 30/50 enrolled as of 06/19/25
 - c. Advertising started in April
 2. August 6: Holy Hill & The Park Next Door
 - a. Volunteer Escort
 - b. 33/50 enrolled as of 06/19/25
 - c. Advertising started in April
 3. September 4: The Fabulous 50's at the Riverside
 - a. Volunteer Escort
 - b. 35/50 enrolled as of 06/19/25
 - c. Advertising started in April
 4. September 9-11: Dubuque, IA
 - a. Michelle to escort
 - b. 6/50 – must have 40 minimum to go
 - c. Final registration date is July 31
 - d. Advertising started in May
 5. October 1: Sister Bay Tour
 - a. Volunteer Escort
 - b. 3850 enrolled as of 06/19/25
 - c. Advertising started in June
 - iii. Fundraisers (in the works)
 1. May 14: Health Fair
 - a. 46 total vendors + 1 ad only
 - b. 4 sponsor opportunities procured
 - i. Overall a great turnout for the vendors and the Pancake Breakfast
 2. July 10: Rummage Sale and Fry Out
 - a. Both very successful
 3. September 25: Fry Out at the Open House
 4. October 16: Chili Fundraiser
 5. November 1: Craft Fair (formerly the Holiday Fair)
 - a. R Malzahn asked about the name change. A Brixius explained how this was discussed at the follow-up meeting and decided to change to get more people in the door
 - b. J Hudon suggested that we change the name on the signs by using stickers or covers rather than purchasing new signs.
 - iv. Special Events (completed)
 1. none
 - v. Special Events (upcoming)
 1. September 25: Open House
 - (b) Continue to invite people/businesses to give educational and informational presentations
 - i. Open to the public
 - (c) Questions, Comments and Concerns on Senior Center Report
7. Financial Report

- i. J Hudon would like to know what the line "Trip Revenue (based on cost sheets for this month)" on the Financial Report means
 - 1. Michelle will explain at next meeting
 - ii. A Brixius would like to know what is Daddy D on this report.
 - 1. C Hall explained that this is one of the trip promoters that we go through
 - iii. A Brixius would like to know who funded the Flag Pole funding
 - 1. C Hall explained that this was paid for through the Senior Center special revenue account
- 8. Old Business
 - none
- 9. New Business
 - i. A Brixius wanted an explanation about cost increases and taxes on trips.
 - 1. Curt explained the budget and cost increase process including how the rates and fees are approved and then the 5.5% tax was increased and staff was notified that all adult programs and activities are supposed to be taxed.
 - a. J. Hudon gave historical explanation of being audited 15 years ago and tax was included then.
 - i. She would like to see tax included again.
 - b. R Malzahn asked if there have been any complaints about tax on trips?
 - i. C Hall explained that he is not aware of any complaints about this
- 10. Adjourn – Next meeting September 8, 2025 at 1:30 pm
 - (a) Motion to adjourn: L Kalista
 - (b) Second: R Malzahn
 - (c) All in favor
 - i. Meeting adjourned at 2:30 pm

If you need accommodations for this meeting, please notify the City Clerk's office at least 48 hours in advance of the meeting (or as soon as possible after the meeting is posted, if posted less than 48 hours prior to the meeting time) at 686-6950, or TDD 686-6552.

Dated this 20th day of May, 2025



Curt Hall
Parks and Recreation Division Manager

E-MAIL:

Clerk's Office
Mayor's Office
City Managers
Committee Members
PI Committee



Committee on Aging
2025 Manitowoc Senior Center Financial Report

Committee on Aging
Manitowoc Senior Center Financial Report

	<u>Jan.</u>	<u>Feb.</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>July</u>	<u>Aug.</u>	<u>Sept.</u>	<u>Oct.</u>	<u>Nov.</u>	<u>Dec.</u>
Annual Members	264	245	254	267	275	285	297					
Lifetime Members	1521	1522	1525	1526	1527	1529	1531					
New Annual	23	13	9	14	8	19	12					
New Lifetime	4	1	3	1	1	2	2					
Membership	\$2,213	\$1,205	\$1,671	\$1,415	\$845	\$1,520	\$1,145					
Exercise Punch Cards <i>(other programs+SC Rec programs)</i>	\$1,243	\$1,025	\$745	\$775	\$290	\$455	\$275					
Special Events/Trips	\$10,757	\$5,452	\$2,072	\$5,704	\$5,090	\$9,965	\$2,210					
Gift Shoppe to SC	\$68	\$54	\$89	\$93	\$78	\$42	\$41					
Gift Shoppe-crafters	\$22	\$83	\$85	\$99	\$62	\$59	\$76					
Gift Shoppe-donations	\$44	\$30	\$36	\$47	\$29	\$30	\$16					
Gift Shoppe-weavers	\$5	\$7	\$40	\$8	\$0	\$9	\$4					
Weaving (sales thru class)	\$37	\$54.00	\$43	\$77	\$0	\$149	\$112					
Trip Revenue <i>(based on costs sheets for this month)</i>	\$0	\$1,273	\$2,080	\$0	\$714	\$1,650	\$1,071					
Collette Commissions collected this month	\$0	\$1,500	\$0	\$0	\$0	\$300	\$0					
Premier Commissions collected this month	\$480	\$0	\$1,300	\$0	\$0	\$0	\$0					

Accounts Payable

Transactions by Account

User: mmichels
Printed: 08/27/2025 - 3:30PM
Batch: 00000.00.0000



Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
1100-51400-532500	U S BANK	WASC Membership 2025	06/09/2025	0	75.00	
		Vendor Subtotal:			75.00	
1100-51400-534500	AMAZON CAPITAL SERVICES IN	RecAmazonStickyNotes	07/25/2025	150104	8.54	
		Vendor Subtotal:			8.54	
1100-51400-534500	U S BANK	Amazon Office Supplies	06/09/2025	0	24.84	
		Vendor Subtotal:			24.84	
1100-51400-539000	AMAZON CAPITAL SERVICES IN	AMAZON BUSINESS PRIME ANNI	07/04/2025	149794	15.58	
		Vendor Subtotal:			15.58	
1100-51400-539000	U S BANK	Amazon Paper for Card Makers	06/09/2025	0	21.66	
1100-51400-539000	U S BANK	AmazonPens	06/09/2025	0	35.29	
1100-51400-539000	U S BANK	Amazon Sr Center Library Supplies	06/09/2025	0	55.99	
1100-51400-539000	U S BANK	Amazon Glue for Card Makers	06/09/2025	0	40.10	
1100-51400-539000	U S BANK	MFAC/SrCenterStickers	07/15/2025	0	13.86	
		Vendor Subtotal:			166.90	
		Subtotal for Fund: 1100			290.86	
		Report Total:			290.86	

Accounts Payable

Transactions by Account

User: mmichels
 Printed: 08/27/2025 - 3:31PM
 Batch: 000000.00.0000



Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
2841-51400-529900	CRAIG & DIANE BARLAMENT	SC May Trip	06/06/2025	149351	1,730.00	
2841-51400-529900	CRAIG & DIANE BARLAMENT	Sr.CenterJune122020Bus	06/17/2025	149561	1,050.00	
2841-51400-529900	CRAIG & DIANE BARLAMENT	SCBusServiceAppletonJuly2025	07/25/2025	150112	1,162.00	
		Vendor Subtotal:			3,942.00	
2841-51400-529900	PRIGGE'S CHARTERED BUSES II	DepositDec112025SCTrip	07/11/2025	149980	100.00	
		Vendor Subtotal:			100.00	
2841-51400-529900	U S BANK	Sr. Center IL bus trip Sanfilippo	06/09/2025	0	665.00	
		Vendor Subtotal:			665.00	
2841-51400-534300	AMAZON CAPITAL SERVICES IN	SCAmazonChips	07/25/2025	150104	15.18	
		Vendor Subtotal:			15.18	
2841-51400-534300	U S BANK	Tony Cannoli Sr. Center IL bus trip	06/09/2025	0	42.00	
2841-51400-534300	U S BANK	Sr. Center IL bus trip Hungry Mule	06/09/2025	0	523.53	
2841-51400-534300	U S BANK	Walmart SC Fundraising 2025	06/09/2025	0	63.80	
2841-51400-534300	U S BANK	Walmart Sr Center HF Supplies	06/09/2025	0	24.21	
2841-51400-534300	U S BANK	Sr.CenterBrownSugar	07/15/2025	0	7.58	
		Vendor Subtotal:			661.12	
2841-51400-539000	AMAZON CAPITAL SERVICES IN	SCAmazonGrillBrush	07/25/2025	150104	9.49	
		Vendor Subtotal:			9.49	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
2841-51400-539000	U S BANK	Sr.CenterGlueStixCardMakers	07/15/2025	0	47.64	
		Vendor Subtotal:			47.64	
2841-51400-539435	KIM KERCHEFSKE	GSMay2025	06/17/2025	149614	62.94	
2841-51400-539435	KIM KERCHEFSKE	GSJune2025	07/25/2025	150154	42.10	
		Vendor Subtotal:			105.04	
2841-51400-539435	DAVID H PFEFFERKORN	Watercolor Sale June 2025	06/24/2025	149764	55.45	
		Vendor Subtotal:			55.45	
2841-51400-539435	JANET M PAUL	GSMay2025	06/17/2025	149646	163.72	
2841-51400-539435	JANET M PAUL	GSJune2025	07/25/2025	150176	76.55	
		Vendor Subtotal:			240.27	
2841-51400-539435	LOREND A GOERTZ	GSJune2025	07/25/2025	150145	15.31	
		Vendor Subtotal:			15.31	
2841-51400-539435	GINGER WAGNER	Water color Sale June 2025	06/24/2025	149784	10.24	
		Vendor Subtotal:			10.24	
2841-51400-539435	ROBIN BRANDL	GSMay2025	06/17/2025	149567	62.09	
2841-51400-539435	ROBIN BRANDL	GSJune2025	07/25/2025	150118	18.71	
		Vendor Subtotal:			80.80	
2841-51400-539435	JEAN KNUTSON	GSMay2025	06/17/2025	149615	19.99	
2841-51400-539435	JEAN KNUTSON	GSJune2025	07/25/2025	150155	12.33	
		Vendor Subtotal:			32.32	
2841-51400-539435	LOIS GRACZYKOWSKI	GSJune2025	07/25/2025	150146	15.74	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
2841-51400-539435	BARBARA A SWIGGUM	Water color Sale June 2025	Vendor Subtotal:		15.74	
			06/24/2025	149780	22.18	
			Vendor Subtotal:		22.18	
2841-51400-539435	DEBRA S WELLER DEBRA S WELLER	GSMay2025 GSJune2025	06/17/2025	149675	182.01	
			07/25/2025	150207	49.33	
			Vendor Subtotal:		231.34	
2841-51400-539435	JANICE ANN SCHIESL JANICE ANN SCHIESL	GSMay2025 GSJune2025	06/17/2025	149662	122.47	
			07/25/2025	150184	53.58	
			Vendor Subtotal:		176.05	
2841-51400-539435	JENNIFER MCWILLIAMS JENNIFER MCWILLIAMS	WaterColorSaleJune2025 WaterColorSale	07/11/2025	149966	34.12	
			07/15/2025	150073	21.33	
			Vendor Subtotal:		55.45	
2841-51400-539435	TARI GUNZEL TARI GUNZEL	GSMay2025 GSJune2025	06/17/2025	149605	50.60	
			07/25/2025	150149	42.53	
			Vendor Subtotal:		93.13	
2841-51400-539435	DOROTHY TREMBLEY	Water color Sale June 2025	06/24/2025	149782	38.39	
			Vendor Subtotal:		38.39	
2841-51400-539435	LINDA LONDO LINDA LONDO	GSMay2025 GSJune2025	06/17/2025	149621	47.20	
			07/25/2025	150161	45.08	
			Vendor Subtotal:		92.28	
2841-51400-539435	JUNE G PASCH	Water color Sale June 2025	06/24/2025	149763	34.12	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
		Vendor Subtotal:			34.12	
		Subtotal for Fund: 2841			6,738.54	
		Report Total:			6,738.54	