



# City of Manitowoc

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

## Meeting Minutes

### Finance Committee

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Tuesday, June 12, 2018

6:00 PM

Council Chambers

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#### 1. Call to Order

#### 2. Roll Call

**Present:** 5 - Brey, Lotz, McMeans, Sitkiewitz and Williams

#### 3. Public Comment

No public comments at this meeting.

#### 4. Consent

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.

[18-0570](#) Minutes of the May 1, 2018 Finance Committee meeting, recommending acceptance and place on file.

**Moved by McMeans, seconded by Sitkiewitz, that this Minutes be accepted for Consent Agenda. The motion carried by the following vote:**

**Aye:** 5 - Brey, Lotz, McMeans, Sitkiewitz and Williams

[18-0568](#) Minutes of the Manitowoc Public Utilities Commission Meeting of April 9, 2018, recommending acceptance and place on file.

**Moved by McMeans, seconded by Sitkiewitz, that the Minutes be accepted for Consent Agenda. The motion carried by the following vote:**

**Aye:** 5 - Brey, Lotz, McMeans, Sitkiewitz and Williams

#### 5. Discussion and Action Items

[18-0242](#) Programs to Improve Housing Stock within the City of Manitowoc  
Held for discussion at this meeting.

[18-0408](#) Request from ALDI Inc. for a Class "A" Liquor License in order to showcase their wine selection that is currently under 100 square feet, recommend to place on file.

**Moved by Sitkiewitz, seconded by McMeans, that this Request be placed on file for Consent Agenda. The motion carried by the following vote:**

**Aye:** 5 - Brey, Lotz, McMeans, Sitkiewitz and Williams

[18-0600](#) Letter of Interest to Purchase Land and Request for TIF Assistance from The Metal Ware corporation

**Moved by Sitkiewitz, seconded by McMeans, that this Report be accepted and refer the Letter of Interest to purchase land to the Industrial Development Corporation and to approve the draft term sheet. The motion carried by the following vote:**

**Aye:** 5 - Brey, Lotz, McMeans, Sitkiewitz and Williams

[18-0598](#) Resolution and Project Plan for Tax Incremental Financing District #12 Boundary Amendment

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

**Aye:** 5 - Brey, Lotz, McMeans, Sitkiewitz and Williams

[18-0596](#) Night (Farmers) Market 920 Event Series Request and Request for Potential Fee Waivers, recommend approval with the balance being paid by the Farmer's Market surplus.

There will be 5 events throughout summer. The first event was approved waiving special event fees to be paid by Room Tax funds. The second thru fifth event fees are waived and associated expenses to be funded with the Farmer's Market surplus fund balance.

**Moved by Sitkiewitz, seconded by Lotz, that this Request be accepted for Consent Agenda to approve waiver of fees and associated expenses be paid by the Farmer's Market surplus. The motion carried by the following vote:**

**Aye:** 5 - Brey, Lotz, McMeans, Sitkiewitz and Williams

[18-0614](#) Agreement with The SpyGlass Group, LLC to Conduct a Communications Audit for the City of Manitowoc, recommend to approve agreement.

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

**Aye:** 5 - Brey, Lotz, McMeans, Sitkiewitz and Williams

[18-0615](#) 2018 Budget Adjustment to realign Promotional and Event spending to reflect departmental responsibilities and to recognize Credit Card Rebates as a Revenue Source, recommend to approve.

**Moved by McMeans, seconded by Lotz, that this Action Item be accepted for Consent Agenda to approve the 2018 budget adjustment for promotional and event spending funded by the credit card rebate source. The motion carried by the following vote:**

**Aye:** 5 - Brey, Lotz, McMeans, Sitkiewitz and Williams

[18-0616](#) Recommendations to fund Canadian National Land Purchase, a/k/a "CN Peninsula"

**Moved by Sitkiewitz, seconded by McMeans, that this Action Item be accepted and referred to Council to use \$800,000 from the General Fund unassigned balance to pay for the CN property. The motion carried by the following vote:**

**Aye:** 5 - Brey, Lotz, McMeans, Sitkiewitz and Williams

[18-0617](#) CAWG request to approve up to \$3,500 for exploration of sidewalk near sheetwall in Maritime Museum area

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

**Aye:** 5 - Brey, Lotz, McMeans, Sitkiewitz and Williams

[18-0564](#) CN 2018CV000191 Melissa Bennett Vs. City of Manitowoc et al, recommend to refer the document to the City Attorney.

**Moved by McMeans, seconded by Sitkiewitz, that this Summons and Complaint be accepted for Consent Agenda to refer the document to the City Attorney. The motion carried by the following vote:**

**Aye:** 5 - Brey, Lotz, McMeans, Sitkiewitz and Williams

[18-0565](#) Salvation Army request for donation for annual "Ride for Hunger" charity bike ride & silent auction on 9-15-2018, recommend to place on file.

**Moved by Sitkiewitz, seconded by Lotz, that this Request be accepted for Consent Agenda to place on file. The motion carried by the following vote:**

**Aye:** 5 - Brey, Lotz, McMeans, Sitkiewitz and Williams

[18-0566](#) Communication from State of Wisconsin Department of Administration relative to Bond Maturity DNR Project #4679-02, Sewerage System Revenue Bond, Series 1999, recommend to place on file.

**Moved by Sitkiewitz, seconded by Lotz, that this Communication be accepted for Consent Agenda to place on file. The motion carried by the following vote:**

**Aye:** 5 - Brey, Lotz, McMeans, Sitkiewitz and Williams

[18-0567](#) Discussion and possible action on how the Finance Committee intends to address District 10 concerns brought forward by their elected representative, Alderperson Gabriel, recommend to place on file.

**Moved by McMeans, seconded by Williams, that this Action Item be accepted for Consent Agenda to place on file. The motion carried by the following vote:**

**Aye:** 5 - Brey, Lotz, McMeans, Sitkiewitz and Williams

[18-0569](#) Communication from Health Dimensions Group relative to sale of Manitowoc Health Care Center, recommend to accept and place on file

**Moved by McMeans, seconded by Williams, that this Communication be accepted for Consent Agenda to place on file. The motion carried by the following vote:**

**Aye:** 5 - Brey, Lotz, McMeans, Sitkiewitz and Williams

[18-0597](#) Development Agreement for TIF Assistance - Lakeside Foods Expansion, recommend to enter into Agreement.

**Moved by Sitkiewitz, seconded by McMeans, that this Agreement be accepted for Consent Agenda to enter into agreement. The motion carried by the following vote:**

**Aye:** 5 - Brey, Lotz, McMeans, Sitkiewitz and Williams

[18-0599](#) Request for 30 Day Timeline Extension on Development Agreement with Doneff's Schuette Building

**Moved by McMeans, seconded by Williams, that this Request be accepted and referred to Council to approve the request for a 60 day timeline extension of the Development Agreement with Doneff's Schuette Building contingent upon the submission of the requested documents to the Dept of Community Development along with a Letter of Commitment submitted prior to the commencement of the project. Motion carried by the following vote:**

**Aye:** 5 - Brey, Lotz, McMeans, Sitkiewitz and Williams

[18-0601](#) Consultant Proposal for Tax Incremental Financing Services, recommend to place on file.

The Department of Community Development would like to contract with Vierbicher. A contract will be drafted for the June 18, 2018 Common Council meeting.

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

**Aye:** 5 - Brey, Lotz, McMeans, Sitkiewitz and Williams

[18-0602](#) Resolution to Fill Community Development Director and Associate Planner-GIS Coordinator Positions due to resignations.

**Moved by Sitkiewitz, seconded by McMeans, that this Resolution be accepted and referred to Council. The motion carried by the following vote:**

**Aye:** 5 - Brey, Lotz, McMeans, Sitkiewitz and Williams

[18-0604](#) Update on Fundraising Agreement between the City and the Friends of the Family Aquatic Center, recommend to place on file.

**Moved by McMeans, seconded by Williams, that this Report be accepted for Consent Agenda to place on file. The motion carried by the following vote:**

**Aye:** 5 - Brey, Lotz, McMeans, Sitkiewitz and Williams

[18-0605](#) Request from Moore's Irish Pub for waiver of noise ordinance from 10pm - 11pm on Saturday, June 23rd, recommend to approve request.

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

**Aye:** 5 - Brey, Lotz, McMeans, Sitkiewitz and Williams

[18-0606](#)

Donation Policy for the Solicitation, Acceptance and Distribution of Monetary Contributions and Real or Personal Property

No action taken. More discussion will be needed at future meetings.

[18-0618](#)

Update on RFP for Alternatives for City-Wide Revaluation for Assessment Purposes, recommend to accept and place on file.

The Director of Community Development suggested that the assessment revaluation of the city be place on hold.

**Moved by McMeans, seconded by Lotz, that this Communication be accepted for Consent Agenda. The motion carried by the following vote:**

**Aye:** 5 - Brey, Lotz, McMeans, Sitkiewitz and Williams

[18-0619](#)

Proposals for TIF Assistance

Duplicate item (18-0601)

## 6. Adjournment

**Motion by T Lotz, second by M Williams to adjourn.**