



# City of Manitowoc

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

## Meeting Minutes

### Finance Committee

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Tuesday, February 4, 2020

6:00 PM

Council Chambers

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#### 1. Call to Order

#### 2. Roll Call

**Present:** 3 - McMeans, Lotz and Novak

**Absent:** 2 - Brey and Sitkiewitz

#### 3. Public Comment

No public comment at this meeting.

#### 4. Presentations

#### 5. Consent Agenda

#### Approval of the Consent Agenda

**Moved by Novak, seconded by Lotz, to accept the Consent Agenda Items and recommendations of the various committees. The motion carried by the following vote:**

**Aye:** 3 - McMeans, Lotz and Novak

[20-0097](#) Minutes of January 7, 2020 Finance Committee meeting, recommending approval and place on file.

**Attachments:** [Finance Minutes 01-07-2020](#)

[20-0098](#) Minutes of January 20, 2020 Finance Committee meeting, recommending approval and place on file.

**Attachments:** [Finance Minutes 01-20-2020](#)

[20-0099](#) Communication from WI DOT Division of Business Management indicating the audit resolution process of the City of Manitowoc, 2018 single audit report for the period January 1, 2018 through December 31, 2018 as it relates to agreements between the City and the Department can be considered complete, recommending acceptance and place on file.

**Attachments:** [Acceptance Letter](#)

[20-0100](#) Fund statement balances from Lakeshore Community Foundation for K-9 Preservation Fund and Eternal Flame and Veterans Memorial Fund, recommending acceptance and place on file.

[20-0102](#) Report of 2019 Municipal Court Revenues & Caseload Statistics

**Attachments:** [2019 Municipal Court Report](#)

## 6. Discussion and Action Items

[20-0101](#) Affidavit of canceled tax certificates from Manitowoc County, recommending acceptance and place on file.

**Attachments:** [Affidavit of Canceled Tax Certificates](#)

**Moved by Novak, seconded by Lotz, that this Report be accepted and placed on file. The motion carried by the following vote:**

**Aye:** 3 - McMeans, Lotz and Novak

[20-0123](#) "Other Special Charge" appeal for parcel 330-008-152

**Attachments:** [Lakeshore Mall](#)

[Other Special Charge appeal](#)

[Letter from Life Safety](#)

[Lakeshore Special Charge Objection 020320 - With Exhibits](#)

**Moved by Novak, seconded by Lotz, that this Request be accepted to reverse the Special Charges of \$50.00 and \$169.44 and refer to the City Attorney's office for review and return a finding back to the Committee. Furthermore, to not deem taxpayer delinquent on 2019 taxes pending outcome. The motion carried by the following vote:**

**Aye:** 3 - McMeans, Lotz and Novak

[20-0103](#) CAWG recommended funding for Unbudgeted request to construct additional storm inlets at 1112 N. 12th St. in the amount not to exceed \$35,000, recommend approval.

**Attachments:** [CAWG Request - new storm inlets](#)

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

**Aye:** 3 - McMeans, Lotz and Novak

[20-0104](#) Engagement letter from CLA for audit services

**Attachments:** [Mtw City - EL](#)

**Moved by Lotz, seconded by Novak, that this Agreement be accepted. The motion carried by the following vote:**

**Aye:** 3 - McMeans, Lotz and Novak

[20-0105](#) 2019 Capital Allocation Working Group request log, recommend acceptance and place on file.

**Attachments:** [2019 Log of CAWG Requests Finance 2 2020 Meeting](#)

**Moved by Novak, seconded by Lotz, that this Report be accepted. The motion carried by the following vote:**

**Aye:** 3 - McMeans, Lotz and Novak

[20-0106](#) Resolution to extend TID #10 for Housing Programs

**Attachments:** [Res to extend TID No. 10 for Housing Programs](#)

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

**Aye:** 3 - McMeans, Lotz and Novak

[20-0107](#) Resolution to extend TID #12 for Housing Programs

**Attachments:** [Res to extend TID No. 12 for Housing Programs](#)

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

**Aye:** 3 - McMeans, Lotz and Novak

[20-0110](#) Structure of 2020 permanent financing

**Attachments:** [Baird Borrowing Structure](#)

[15 Year Scenario](#)

[19 Year Scenario](#)

**Moved by Novak, seconded by Lotz, that this Action Item be accepted to approve 19 years borrowing financing. The motion carried by the following vote:**

**Aye:** 3 - McMeans, Lotz and Novak

[20-0122](#) Agreement with Granicus for Closed Captioning services for Common Council and Standing Committee meetings for the three year period covering 2020-2022

**Attachments:** [Manitowoc WI Captioning Q-77778](#)

No action taken at this meeting.

[20-0124](#) Resolution to backfill Security Guard position at Rahr West Art Museum

**Attachments:** [Res to backfill RWAM Security Guard position 2020](#)  
[Security Guards Job Description](#)

Committee would like future discussions on the rate of this position.

**Moved by Novak, seconded by Lotz, that this Resolution be accepted to backfill position. The motion carried by the following vote:**

**Aye:** 3 - McMeans, Lotz and Novak

[20-0126](#) Claim of unlawful personal property tax from Schmitz Amusements

**Attachments:** [Schmitz Amusements Claim](#)

**Moved by Novak, seconded by Lotz, that this Communication be accepted to deny the claim. The motion carried by the following vote:**

**Aye:** 3 - McMeans, Lotz and Novak

## 7. Previously Tabled Items

None.

## 8. Adjournment

Moved by Novak, seconded by Lotz, to adjourn.