



# City of Manitowoc

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

## Meeting Minutes

### Finance Committee

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Tuesday, August 5, 2025

5:30 PM

Council Chambers / Virtual (via Zoom)

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#### 1. Call to Order

#### 2. Roll Call

**Present:** 4 - Brey, Sitkiewitz, Reckelberg and Dunbar

**Excused:** 1 - Schlei

#### 3. Public Comment

**Finance Committee Chair Alderperson Brey declared the meeting open for public comment. In accordance with policy, the public comment portion of the meeting is not made part of the official record.**

#### 4. Presentations

[25-0553](#)

KerberRose Presentation of Management Letter and Annual Comprehensive Financial Report for year ended December 31, 2024

#### 5. Consent Agenda

These items will be approved by one motion unless any Committee Member wishes to remove an item for discussion.

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.

REMOVAL OF CONSENT AGENDA ITEMS: None

#### Approval of the Consent Agenda

**Moved by Sitkiewitz, seconded by Reckelberg, to accept the Consent Agenda items and recommendations of the various committees. The motion carried by the following vote:**

**Aye:** 4 - Brey, Sitkiewitz, Reckelberg and Dunbar

**Excused:** 1 - Schlei

[25-0554](#)

Minutes of July 1, 2025 Finance Committee Meeting, recommending approval and place on file

**Attachments:** [7-1-2025 Finance Committee Minutes](#)

[25-0555](#) Minutes of July 21, 2025 Finance Committee Meeting, recommending approval and place on file

**Attachments:** [7-21-2025 Finance Committee Minutes](#)

[25-0556](#) Minutes of various Manitowoc Public Utilities Commission Meetings; recommending accepting and place on file

**Attachments:** [2025-04-14-Minutes](#)

[2025-05-13-Minutes](#)

[2025-06-16-Minutes](#)

[25-0557](#) 2nd Qtr. 2025 Budget Exception Report, recommending approval and place on file

**Attachments:** [Q2 2025 Budget Exception Report for Fin Comm](#)

[25-0558](#) 2nd Qtr. 2025 Investment Report, recommending approval and place on file

**Attachments:** [Q2 2025 INVESTMENT RECONCILIATION](#)

[25-0559](#) 2nd Qtr. 2025 Internal Controls To Prevent and Detect Fraud Report, recommending approval and place on file

**Attachments:** [Q2 2025 Internal Controls to Prevent and Detect Fraud Report](#)

[25-0560](#) 2nd Qtr. 2025 Capital Allocation Working Group (CAWG) Request Log Report, recommending approval and place on file

**Attachments:** [Q2 2025 Log of CAWG Requests](#)

[25-0561](#) 2024 Annual Comprehensive Financial Report (ACFR) with Auditor's Report; recommending to accept and place on file

**Attachments:** [City of Manitowoc Issued ACFR 123124R](#)

[Issued - City of Manitowoc Mgt Comm - 12.31.24](#)

## 6. Discussion and Action Items

[25-0562](#) Request from Dug Out LLC (dba Dug Out Bar & Grill) for a temporary extension of premise for the sale of liquor and/or beer to include the parking lot to the west of the building & gravel/grass lots south of 4117 Broadway St on 8/23/25

**Attachments:** [Extension of Premises Request - Dug Out LLC -8.23.25](#)

**Moved by Sitkiewitz, seconded by Reckelberg, that this Request be approved.  
The motion carried by the following vote:**

**Aye:** 4 - Brey, Sitkiewitz, Reckelberg and Dunbar

**Excused:** 1 - Schlei

[25-0563](#) Application for "Class B" Retail Intoxicating Liquor & Fermented Malt Beverage License, NS Holiday Inn Manitowoc LLC, for Holiday Inn, 4601 Calumet Ave

**Attachments:** [Application of Class B Retail Intoxicating Liquor & Fermented Malt Beverage License NS Holiday Inn Manitowoc LLC for Holiday Inn 4601 Calumet Ave](#)

**Moved by Dunbar, seconded by Sitkiewitz, that this Application be approved. The motion carried by the following vote:**

**Aye:** 4 - Brey, Sitkiewitz, Reckelberg and Dunbar

**Excused:** 1 - Schlei

[25-0564](#) 2nd Qtr. 2025 Claims Report from City Attorney's Office

**Attachments:** [Q2 2025 Attorney Claims Report](#)

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

**Aye:** 4 - Brey, Sitkiewitz, Reckelberg and Dunbar

**Excused:** 1 - Schlei

## 7. Closed Session

**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:**

[25-0565](#) Second Amendment to the City of Manitowoc TID No. 22 Development Agreement with River Landing Developers LLC

**Moved by Sitkiewitz, seconded by Reckelberg, that this meeting be convened in closed session. The motion carried by the following roll call vote:**

**Aye:** 4 - Brey, Sitkiewitz, Reckelberg and Dunbar

**Excused:** 1 - Schlei

## 8. Reconvene In Open Session

**Moved by Sitkiewitz, seconded by Reckelberg, that this meeting be reconvened in open session. The motion carried by the following roll call vote:**

**Aye:** 4 - Brey, Sitkiewitz, Reckelberg and Dunbar

**Excused:** 1 - Schlei

[25-0565](#)

Second Amendment to the City of Manitowoc TID No. 22 Development Agreement with River Landing Developers LLC

**Moved by Sitkiewitz, seconded by Dunbar, to instruct the Community Development Department to develop an amendment to the Development Agreement per direction from the Committee. The motion carried by the following vote:**

**Aye:** 4 - Brey, Sitkiewitz, Reckelberg and Dunbar

**Excused:** 1 - Schlei

## 9. Adjournment

**Moved by Reckelberg, seconded by Dunbar, that this meeting be adjourned. The motion carried by the following vote:**

**Aye:** 4 - Brey, Sitkiewitz, Reckelberg and Dunbar

**Excused:** 1 - Schlei