



City of Manitowoc

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

Meeting Minutes

Finance Committee

Tuesday, March 5, 2024

5:30 PM

Council Chambers / Virtual (Via Zoom)

1. Call to Order

2. Roll Call

Present: 4 - Sitkiewitz, Schlei, Reckelberg and Czekala

Excused: 1 - Brey

3. Public Comment

Finance Committee Vice-Chair Reckelberg 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. Consent Agenda

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.

Approval of the Consent Agenda

Moved to accept the Consent Agenda Items and recommendations of the various committees The motion carried by the following vote:

Aye: 4 - Sitkiewitz, Schlei, Reckelberg and Czekala

Excused: 1 - Brey

[24-1267](#)

Minutes of the February 6, 2024 Finance Committee Meeting, recommending approval and place on file

Attachments: [2-6-2024 Finance Committee Minutes](#)

[24-1268](#)

Minutes of the February 19, 2024 Finance Committee meeting recommending approval and place on file

Attachments: [2-19-2024 Finance Committee Minutes](#)

5. 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)(a) of the Wisconsin Statutes, which authorizes the governmental body to convene in closed session for the purpose of deliberating concerning a case which was the subject of any judicial or quasi-judicial trial or hearing before that governmental body.

The specific subject matter that may be considered in closed session is:

[24-1270](#) Two Year Operator's License Application #230371 - Garza, J

Attachments: [Application of Two Year Operators License #230371 J Garza](#)
[Letter from Clerks Office Re Two Year Operators License # 230371](#)

[24-1271](#) Two Year Operator's License Application #230381 - Rezachek, T

Attachments: [Application of Two Year Operators License #230381 T Rezachek](#)
[Letter from Clerks Office Re Two Year Operators License # 230381](#)

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

Aye: 4 - Sitkiewitz, Schlei, Reckelberg and Czekala

Excused: 1 - Brey

6. Reconvene In Open Session

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

Aye: 4 - Sitkiewitz, Schlei, Reckelberg and Czekala

Excused: 1 - Brey

[24-1270](#) Two Year Operator's License Application #230371 - Garza, J

Attachments: [Application of Two Year Operators License #230371 J Garza](#)
[Letter from Clerks Office Re Two Year Operators License # 230371](#)

Moved by Schlei, seconded by Sitkiewitz, to recommend to Council to uphold the denial by the Police Department of this Application. The motion carried by the following vote:

Aye: 4 - Sitkiewitz, Schlei, Reckelberg and Czekala

Excused: 1 - Brey

[24-1271](#) Two Year Operator's License Application #230381 - Rezachek, T

Attachments: [Application of Two Year Operators License #230381 T Rezachek](#)
[Letter from Clerks Office Re Two Year Operators License # 230381](#)

Moved by Schlei, seconded by Sitkiewitz, to recommend to Council to uphold the denial by the Police Department of this Application. The motion carried by the following vote:

Aye: 4 - Sitkiewitz, Schlei, Reckelberg and Czekala

Excused: 1 - Brey

7. Discussion and Action Items

[24-1269](#) Report of City Clerk of proposed schedule of assessments for 2024 Weights and Measures Licenses

Attachments: [W&MDataSpreadsheet](#)

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

Aye: 4 - Sitkiewitz, Schlei, Reckelberg and Czekala

Excused: 1 - Brey

[24-1281](#) 2023 Tax Roll Omitted Parcel: 000-110-031, 411 Park St.

Attachments: [Omitted 000-110-031](#)

Moved by Sitkiewitz, seconded by Czekala, to approve placing Parcel 000-110-031 on the Omitted Tax Roll and creating a 2023 Tax Bill. The motion carried by the following vote:

Aye: 4 - Sitkiewitz, Schlei, Reckelberg and Czekala

Excused: 1 - Brey

[24-1280](#) 2023 Tax Roll Omitted Parcel: 00-239-101, 810 Washington St.

Attachments: [Omitted 000-239-101](#)

Moved by Schlei, seconded by Czekala, to approve placing Parcel 000-239-101 on the Omitted Tax Roll and creating a 2023 Tax Bill. The motion carried by the following vote:

Aye: 4 - Sitkiewitz, Schlei, Reckelberg and Czekala

Excused: 1 - Brey

[24-1282](#) Request from Library Department for a credit card for the Library Material Manager, with a limit of \$2,000, due to transition of employees.

Attachments: [Memo - Credit Card Request - Library Materials Manager](#)

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

Aye: 4 - Sitkiewitz, Schlei, Reckelberg and Czekala

Excused: 1 - Brey

[24-1272](#)

Request to remove the Finance Director/Treasurer as a permanent voting member of the Special Events Committee

Attachments: [Tourism Request - Remove Finance Director from SEC](#)

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

Aye: 4 - Sitkiewitz, Schlei, Reckelberg and Czekala

Excused: 1 - Brey

[24-1275](#)

2024 Budget Amendment for Special Revenue Fund 2870 - Visit Manitowoc in amount of \$68,950

Attachments: [Memo to Finance Budget Amendment for Interactive Visitor Kiosks](#)
[Manitowoc True Omni Kiosk Proposal](#)
[2024 Fund 2870 - Visit Manitowoc Trial Balance - Fund Balance Calculation](#)
[2024 Fund 2870 - Visit Manitowoc Budget Status](#)

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

Aye: 4 - Sitkiewitz, Schlei, Reckelberg and Czekala

Excused: 1 - Brey

[24-1276](#)

Request from City of Manitowoc Recreation Department to create Recreation Fundraising/Sponsorship Program

Attachments: [2024 Rec Sponsorship Opportunities Email](#)
[Recreation Sponsorship Request for Approval](#)
[2024 Rec Sponsor Opportunities Letter](#)
[2024 Rec Sponsor Opportunities Brochure](#)

Moved by Sitkiewitz, seconded by Czekala, that this Request to establish the Recreation Fundraising/Sponsorship Program be approved. The motion carried by the following vote:

Aye: 4 - Sitkiewitz, Schlei, Reckelberg and Czekala

Excused: 1 - Brey

[24-1273](#)

Report of donation from the Minnesota Zoo of Canada Lynx for Lincoln Park Zoo

Attachments: [Canada Lynx Minnesota Zoo Donation](#)

Moved by Czekala, seconded by Schlei, that this Report and Donation be accepted. The motion carried by the following vote:

Aye: 4 - Sitkiewitz, Schlei, Reckelberg and Czekala

Excused: 1 - Brey

[24-1187](#) Maritime Bluff Restoration Project Update

Attachments: [24-1187 Maritime Bluff Restoration Project Update](#)

Moved by Czekala, seconded by Schlei, to recommend this Project. The motion carried by the following vote:

Aye: 4 - Sitkiewitz, Schlei, Reckelberg and Czekala

Excused: 1 - Brey

[24-1274](#) Consideration of an Initial Resolution Regarding Revenue Bond Financing for The Manitowoc Lutheran School Federation, Incorporated Project. Information with respect to the job impact of the project will be available at the time of consideration of Initial Resolution.

Attachments: [4888-1555-9850.1 Certificate of Borrower Re Contracting - Manitowoc Lutheran High School \[EX\]](#)
[4856-4681-6425.1 Initial Resolution - Manitowoc Lutheran High School](#)
[4892-7659-6137.1 Issuer's Checklist - Manitowoc Lutheran High School](#)
[4853-6344-1321.1 Bond Summary - Manitowoc Lutheran High School](#)
[4879-6895-6329.1 Procedure Letter - Manitowoc Lutheran High School](#)
[4858-0633-3865.1 TEFRA Notice -Manitowoc Lutheran High School](#)
[4881-4525-7642.1 Notice of Intent - Manitowoc Lutheran High School \[EX\]](#)
[4858-1924-4457.1 Distribution List - Manitowoc Lutheran High School](#)
[Quarles & Brady - 2024 Revenue Bonds - Scope Letter](#)
[Quarles & Brady - 2024 Revenue Bonds - Borrower Letter](#)

Moved by Sitkiewitz, seconded by Czekala, that this Resolution be approved. The motion carried by the following vote:

Aye: 4 - Sitkiewitz, Schlei, Reckelberg and Czekala

Excused: 1 - Brey

8. Adjournment

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

Aye: 4 - Sitkiewitz, Schlei, Reckelberg and Czekala

Excused: 1 - Brey