



# City of Manitowoc

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

## Meeting Agenda

### Finance Committee

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Tuesday, August 4, 2020

5:30 PM

Council Chambers. Note-Meeting will also be  
available via Remote Conferencing

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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 above-referenced will be held at the date, time and location listed above.

This meeting is being conducted both in Council Chambers at City Hall and via remote conferencing software due to a state of emergency and federal, state, and local guidance on gatherings. Members of the public may call to listen in at 888 475 4499 US Toll-free, Meeting ID: 863 9698 7590 Password: 705979.

Those wishing to make public comment should email [mreedkadow@manitowoc.org](mailto:mreedkadow@manitowoc.org) or call 686-6952 with their comment no later than 3:00 p.m. Central the day of the meeting.

The above governmental body will meet to discuss and possibly take action on the agenda items set forth below.

1. Call to Order
2. Roll Call
3. Public Comment
4. Presentations

[20-0778](#)

Bryan Grunewald, Principal, State and Local Government, CLA (CliftonLarsonAllen LLP) presentation of Management Letter and Comprehensive Annual Financial Report (CAFR) for year ended December 31, 2019

**Attachments:**

[City of Manitowoc CAP](#)

[Signed Final Report and Financial Statements City of Manitowoc](#)

Signed Management Communication Revised City of Manitowoc

5. 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.

[20-0765](#) Minutes of July 7, 2020 Finance Committee meeting, recommending approval and place on file

**Attachments:** [MeetingMinutes07-Jul-2020](#)

[20-0790](#) Communication from City Clerk Deborah Neuser announcing her retirement effective January 7, 2021.

**Attachments:** [20-0790](#)

## 6. Discussion and Action Items

[20-0777](#) 2019 CAFR and Management Letter

**Attachments:** Signed Management Communication Revised City of Manitowoc  
[City of Manitowoc CAP](#)  
[Signed Final Report and Financial Statements City of Manitowoc](#)

[20-0771](#) Resolution to set rate of pay for Municipal Board of Absentee Canvassers (Central Count)

**Attachments:** [City Clerk Memo & Resolution](#)

[20-0786](#) Request to revise Election Custodian Seasonal Employee Hiring Rates for 2021

**Attachments:** [Seasonal Employee Election Custodian](#)

[20-0758](#) Application for "Class B" Intoxicating Liquor & Fermented Malt Beverage License, Brix Place, LLC, 939 S. 8th St.

**Attachments:** [Brix Place Application](#)

[20-0759](#) Application for "Class B" Intoxicating Liquor & Fermented Malt Beverage License, TAV-2007A, Tonys on Memorial LLC, 1228 Memorial Drive

**Attachments:** [Tonys on Memorial Application](#)

[20-0789](#) Memorandum from Finance Director Steve Corbeille regarding staffing plan and back fill for vacancies in Finance Department/Clerk's Division.

**Attachments:** [Clerk Finance Treasury Plan](#)

- [20-0760](#) CAWG recommendation to fund \$4,700.00 for Boards and Commissions Granicus Product
- Attachments:** [Granicus Boards & Commissions CAWG Recommendation](#)
- [20-0761](#) CAWG recommendation to fund \$75,000.00 for Engineering Department Broadway Bridge Overlay/Redecking
- Attachments:** [Broadway Bridge CAWG Recommendation](#)
- [20-0762](#) CAWG recommendation to fund up to \$50,000.00 for Engineering department Concrete Crushing
- Attachments:** [Concrete Crushing CAWG Recommendation](#)
- [20-0763](#) CAWG recommendation to fund up to \$54,401 for Manitowoc Fire Rescue Department Communication Equipment
- Attachments:** [Communication Equipment CAWG Recommendation](#)
- [20-0764](#) Appointments to Capital Allocation Working Group for term June 1, 2020 through May 31, 2022: Adam Tegen, Community Development Director; Nick Reimer, Police Chief; Todd Blaser, Fire Chief; Greg Vadney, Director Rahr-West Art Museum; Dan Koski, Director of Public Infrastructure; Jeremy Walvoord, Buildings and Grounds/Fleet Division Manager, Steve Corbeille, Finance Director/Treasurer
- Attachments:** [CAWG Appointments](#)
- [20-0766](#) Funding for a Parklet Prototype
- Attachments:** [Parklet Proposal for Finance](#)
- [20-0767](#) 2nd Quarter Budget Exception Report
- Attachments:** [2nd Quarter Budget Exception Report](#)
- [20-0772](#) Update on budget for 2020 downtown improvement projects
- Attachments:** [Downtown budget update](#)  
[Downtown detail expenditure report](#)  
[2020 Budget Update](#)
- [20-0773](#) Discussion and possible action on \$38,031 remaining from the COVID Small Business Grant Program
- Attachments:** [FINAL West allocation of COVID grants calc update June 1 2020 final](#)
- [20-0774](#) June 2020 Investment Report
- Attachments:** [2020 Investment Reconciliation June](#)
- [20-0775](#) Discussion on COVID-19 Expenses and CARES Funding

[20-0776](#) Term Sheet for Howe Building Renovation at 702 York Street for project by East Point Rentals LLC

[20-0782](#) Letter of Intent from Doneff's Schuette Building for property located in the 800 Block of Franklin Street

**Attachments:** [Franklin LOI 072820](#)

## 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:

20-0776 Term Sheet for Howe Building Renovation at 702 York Street for project by East Point Rentals LLC

20-0782 Letter of Intent from Doneff's Schuette Building for property located in the 800 Block of Franklin Street

[20-0776](#) Term Sheet for Howe Building Renovation at 702 York Street for project by East Point Rentals LLC

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## 8. Reconvene in Open Session

[20-0776](#) Term Sheet for Howe Building Renovation at 702 York Street for project by East Point Rentals LLC

[20-0782](#) Letter of Intent from Doneff's Schuette Building for property located in the 800 Block of Franklin Street

**Attachments:** [Franklin LOI 072820](#)

## 9. Adjournment

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Manitowoc will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the City Clerk's office at 920-686-6950 or the City's ADA Coordinator at (920) 686-6990 or e-mail [cityattorney@manitowoc.org](mailto:cityattorney@manitowoc.org) at least 48 hours prior to the scheduled meeting or event to request an accommodation. For additional assistance, individuals with hearing or speech disabilities can call 711 and be connected to a telephone relay system.

