



# City of Manitowoc

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

## Meeting Minutes

### Room Tax Commission

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Thursday, April 3, 2025

4:30 PM

City Hall Council Chambers and via Zoom (remote  
conferencing software)

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#### Call to Order

Mayor Nickels called the meeting to order at 4:30pm.

#### Roll Call

**Present:** 5 - Reilly, Nickels, Brey, Czekala and Sitkiewitz

#### Approval of Minutes

[25-0236](#) Approve Minutes from December 3, 2024 Room Tax Commission Meeting

**Attachments:** [December 3, 2024 Minutes](#)

**Moved by Czekala, seconded by Brey, that the minutes be approved. The motion carried by the following vote:**

**Aye:** 5 - Reilly, Nickels, Brey, Czekala and Sitkiewitz

#### Discussion and Action Items

[25-0237](#) Discover Manitowoc Grant Application - Wisconsin Sand Sculpting Festival

**Attachments:** [Wisconsin Sand Sculpting Festival - 2025 Discover Manitowoc Grant Application](#)  
[Wisconsin Sand Sculpting Festival - 2024 Post-Event Report](#)

The Commission approved the staff recommendation through a single motion.

**Moved by Sitkiewitz, seconded by Czekala, that the request for the Discover Manitowoc Grant be approved in the amount of \$9,000.00. The motion carried by the following vote:**

**Aye:** 5 - Reilly, Nickels, Brey, Czekala and Sitkiewitz

[25-0238](#) Discover Manitowoc Grant Application - Ghost Ships Festival

**Attachments:** [Ghost Ships Festival - 2025 Discover Manitowoc Grant Application](#)  
[Ghost Ships Festival - 2024 Post-Event Report](#)

The Commission approved the staff recommendation through a single motion.

**Moved by Sitkiewitz, seconded by Czekala, that the request for the Discover Manitowoc Grant be approved in the amount of \$5,000.00. The motion carried by the following vote:**

**Aye:** 5 - Reilly, Nickels, Brey, Czekala and Sitkiewitz

**25-0239**

Discover Manitowoc Grant Application - Mid-Mod Manitowoc

**Attachments:** [Mid-Mod Manitowoc - 2025 Discover Manitowoc Grant Application](#)  
[Mid-Mod Manitowoc - 2024 Post-Event Report](#)

The Commission approved the staff recommendation through a single motion.

**Moved by Sitkiewitz, seconded by Czekala, that the request for the Discover Manitowoc Grant be approved in the amount of \$5,000.00. The motion carried by the following vote:**

**Aye:** 5 - Reilly, Nickels, Brey, Czekala and Sitkiewitz

**25-0240**

Discover Manitowoc Grant Application - US Women's Disc Golf Championships

**Attachments:** [US Womens Disc Golf Championship - 2025 Discover Manitowoc Grant Application](#)

The Commission approved the staff recommendation through a single motion.

**Moved by Sitkiewitz, seconded by Czekala, that the request for the Discover Manitowoc Grant be approved in the amount of \$6,000.00. The motion carried by the following vote:**

**Aye:** 5 - Reilly, Nickels, Brey, Czekala and Sitkiewitz

**25-0241**

Discover Manitowoc Grant Application - Metro Jam

**Attachments:** [Metro Jam - 2025 Discover Manitowoc Grant Application](#)

The Commission approved the staff recommendation through a single motion.

**Moved by Sitkiewitz, seconded by Czekala, that the request for the Discover Manitowoc Grant be denied. The motion carried by the following vote:**

**Aye:** 5 - Reilly, Nickels, Brey, Czekala and Sitkiewitz

**25-0242**

Discover Manitowoc Grant Application - USS Cobia Dry Docking Send Off

**Attachments:** [USS Cobia Dry Dock Send-Off - 2025 Discover Manitowoc Grant Application](#)

The Commission approved the staff recommendation through a single motion.

**Moved by Sitkiewitz, seconded by Czekala, that the request for the Discover Manitowoc Grant be denied. The motion carried by the following vote:**

**Aye:** 5 - Reilly, Nickels, Brey, Czekala and Sitkiewicz

**25-0243** Discover Manitowoc Grant Application - Nightmare on Eighth

**Attachments:** [Nightmare off 8th Street - 2025 Discover Manitowoc Grant Application](#)

The Commission approved the staff recommendation through a single motion.

**Moved by Sitkiewicz, seconded by Czekala, that the request for the Discover Manitowoc Grant be approved in the amount of \$10,000.00. The motion carried by the following vote:**

**Aye:** 5 - Reilly, Nickels, Brey, Czekala and Sitkiewicz

**25-0244** Discover Manitowoc Grant Application - Polkafest

**Attachments:** [Polkafest - 2025 Discover Manitowoc Grant Application](#)

The Commission approved the staff recommendation through a single motion.

**Moved by Sitkiewicz, seconded by Czekala, that the request for the Discover Manitowoc Grant be approved in the amount of \$3,000.00. The motion carried by the following vote:**

**Aye:** 5 - Reilly, Nickels, Brey, Czekala and Sitkiewicz

**25-0245** Discover Manitowoc Grant Application - Manitowoc Food Truck Rally

**Attachments:** [Manitowoc Food Truck Rally - 2025 Discover Manitowoc Grant Application](#)

The Commission approved the staff recommendation through a single motion.

**Moved by Sitkiewicz, seconded by Czekala, that the request for the Discover Manitowoc Grant be approved in the amount of \$2,000.00. The motion carried by the following vote:**

**Aye:** 5 - Reilly, Nickels, Brey, Czekala and Sitkiewicz

**25-0246** 2025 MIRA Budget

**Attachments:** [2025 Proposed MIRA Budget](#)

**Moved by Brey, seconded by Czekala, that the 2025 MIRA Budget be approved. The motion carried by the following vote:**

**Aye:** 5 - Reilly, Nickels, Brey, Czekala and Sitkiewicz

## Convene in Closed Session

**A motion was made by Nickels, seconded by Brey, to convene in closed session. The motion carried by the following vote:**

**Aye:** 5 - Reilly, Nickels, Brey, Czekala and Sitkiewicz

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:

[25-0247](#) Negotiations with Manitowoc Area Visitor and Convention Bureau

No Action

### Reconvene in Open Session

**A motion was made by Brey, seconded by Sitkiewicz, to reconvene in open session. The motion carried by the following vote:**

**Aye:** 5 - Reilly, Nickels, Brey, Czekala and Sitkiewicz

[25-0247](#) Negotiations with Manitowoc Area Visitor and Convention Bureau

No Action

### Adjournment

**A motion was made by Czekala, seconded by Reilly, that the meeting be adjourned at 5:34pm. The motion carried by the following vote:**

**Aye:** 5 - Reilly, Nickels, Brey, Czekala and Sitkiewicz