



City of Manitowoc

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

Meeting Minutes

Room Tax Commission

Tuesday, May 2, 2023

4:30 PM

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

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

[23-0364](#) Approve Minutes from April 3, 2023 Room Tax Commission Meeting

Attachments: [April 3, 2023 Minutes](#)

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

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

Consent Agenda

[23-0396](#) WOMT Dive In Podcast Agreement

Attachments: [Visit Manitowoc Dive In Proposal '23 - '24](#)

Moved by Sitkiewitz, seconded by Czekala, to approve the contract. Approval of the Consent Agenda. The motion carried by the following vote:

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

Discussion and Action Items

[23-0365](#) Report out of Director of Tourism Initiatives, May, 2023

Attachments: [Tourism Update May 2023](#)

No Action

[23-0366](#) Room Tax Collection Report May, 2023

No Action

[23-0367](#) Out of state travel request for RaeAnn Thomas to attend group sales meeting in Ludington, MI

Attachments: [Out of State Travel Request Ludington June 2023](#)

Moved by Sitkiewitz, seconded by Czekala, that the request for out of state travel for RaeAnn Thomas to Ludington MI be approved. The motion carried by the following vote:

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

[23-0368](#) Update on website project

No Action

[23-0369](#) Discussion and possible action on partnering with Two Rivers for 2024 Visitor Guide

No Action

[23-0370](#) Discussion and possible action on digital kiosks

No Action

Convene in Closed Session

A motion was made by Czekala, seconded by Sitkiewitz, to convene in closed session. The motion carried by the following vote:

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

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)(g) of the Wisconsin Statutes, which authorizes the governmental body to convene in closed session for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. The specific subject matter that may be considered in closed session is:

[23-0371](#) Update on MAVCB lawsuit

Reconvene in Open Session

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

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

[23-0371](#) Update on MAVCB lawsuit

Adjournment

A motion was made by Brey, seconded by Sitkiewitz, that this meeting to be adjourned. The motion carried by the following vote:

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