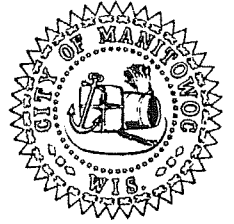




CITY OF MANITOWOC

WISCONSIN, USA
www.manitowoc.org



July 13, 2017

Festival Foods
Attn: Abby Jeske
2151 S 42ND ST
Manitowoc, WI 54220

RE: *Waiver of Fees – Festival Foods Associate Picnic – August 8, 2017*

Dear Event Organizer:

The above request was acted upon by the Special Event Committee at the meeting on July 10, 2017, at which time the committee granted your request.

If you have any questions, please contact me at 920-686-6950.

Very truly yours,

Deborah Neuser
City Clerk

dan

Enclosures

cc: Chief of Police Nick Reimer
Fire Chief Todd Blaser
Randy Junk, Operations Division Mgr. (Streets)
Chad Scheinoha, Operations Division Mgr. (Cemetery/Parks)
Karen Dorow, Business Manager

Deborah Neuser, CMC, City Clerk
CITY HALL · 900 Quay Street · Manitowoc, WI 54220-4543
Phone (920) 686-6950 · Fax (920) 686-6959 · dneuser@manitowoc.org



SPECIAL EVENT COMMITTEE APPROVAL FORM

MEETING DATE: 7/10/2017

EVENT NAME: WAIVER OF FEES - Festival Foods Associate Picnic

ORGANIZER: Festival Foods - Abby Jeske

EVENT DATE: 8/8/2017

NEW OR RECURRING: Recurring

LOCATION/DESCRIPTION: Waiver of fees requested for use of Miracles Park (Dewey St.) for use of concession stand, Miracle League Field, & bean bag game

ESTIMATED CITY COSTS:

POLICE	
FIRE	
PARKS	128
RECREATION	
STREETS	
TOTAL	128

ESTIMATED EVENT HOLDER CHARGES:

LATE APPL. FEE (<60 days)	
STAKE PERMIT	
DELIVERY CHARGES	
(if delivery requested)	
TOTAL E.H. CHARGES	0
 GRAND TOTAL	 128

COMMITTEE CONCERNS:

COMMITTEE DECISION:

APPROVE

DENY

[Handwritten signatures under APPROVE column]



COUNCIL ACTION REQUIRED:

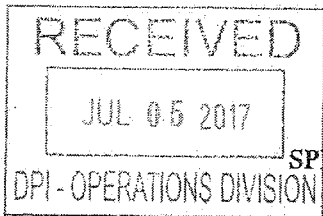
ITEMS TO INCLUDE IN LETTER:

Deborah Neuser

From: Sandy Ronski
Sent: Thursday, July 06, 2017 8:54 AM
To: SpecialEvents
Subject: Waiver of fees request - Festival Foods Company Associate Picnic 08-08-17
Attachments: Festival Foods Associate Picnic 08-08-17.pdf

Attached is a Waiver of Fees Request that will be discussed at the next Special Event Committee meeting. They are requesting use of the concession stand/open air shelter, the Miracle League Field after 5:30 p.m., and a bean bag game. (The Special Olympics group is practicing from 3:30 p.m. to 5:30 p.m.)

Sandy Ronski
Operations Clerk II
Cemetery, Parks, Transit, and Streets & Sanitation Divisions
City of Manitowoc
2655 S 35th St.
Manitowoc, WI 54220
Phone: 920-686-6518
Fax: 920-686-6525
www.manitowoc.org



CITY OF MANITOWOC - PARKS DIVISION
SPECIAL CONSIDERATION FOR WAIVER OF PART OR ALL FEES
FOR USE OF CITY FACILITIES OR EQUIPMENT

Groups or organizations requesting special consideration for waiver of all or partial fees ordinarily charged to groups for the use of City-owned facilities or equipment must fill out this form completely, at least 30 days in advance of the event. The request will be reviewed by the Public Infrastructure Committee and the group or organization will be notified within 15 days of submitted request.

A CURRENT FINANCIAL REPORT FOR THE PREVIOUS TWO (2) YEARS INDICATING ALL EXPENSES AND ALL REVENUES OF THE GROUP/ORGANIZATION MUST ACCOMPANY THIS FORM PRIOR TO THE COMMITTEE REVIEWING THE REQUEST.

ALL QUESTIONS MUST BE ANSWERED

Name of event: Festival Foods Associate Picnic

1. Name of club/organization making request: Festival Foods
Address: 2151 S 42nd St Manitowoc Telephone: 920-645-6880

2. Names of club officers: Name Address Telephone Work
President: Abby Jeske 2151 S 42nd St Manitowoc 920-645-6880 or 920-629-0873-cell
Secretary:
Treasurer:

3. Facility requested: Dewey St Park / Concession stand - open air shelter
Equipment requested:

4. Specific dates and hours facility/equipment will be used: Date: Tues Aug 8 Hrs: 12 - 9PM

5. Please explain your request, as to what fees you desire waived or reduced and reasons. We are hoping to be able to use the concession stand and open air shelter for our picnic. In the past the city has been kind enough to waive the fee.

6. Which do you consider your group to be?
A. Community service B. Non-profit C. Private business X
D. Club or organization E. Other, please explain

7. Will money be collected, tickets sold, concessions sold or money raised in conjunction with the event?
Yes No X

8. If #7 is "yes," explain and list specific charges N/A

9. What will revenues be used for? Associate Picnic

10. Do you wish to meet personally with the Committee to discuss this request? Yes No X
If "yes," please provide the following information of individual to contact:
Name Address Telephone

Signed: Abby Jeske Date: 7/3/17

Please attach any additional information which you feel will assist the committee in evaluating your request.

Sandy Ronski

From: Abby Jeske <AJeske@festfoods.com>
Sent: Monday, July 03, 2017 4:06 PM
To: Sandy Ronski
Cc: Chad Meyer
Subject: Waiver of fee
Attachments: 20170703161234795.pdf

Sandy,

I have attached the waiver of fees for Dewey Park on August 8. We will also like to use the Miracle league diamond after 5:30. We will also use the bean bags again this year. If you need anything else from me please let me know. I will wait to hear back from you. Thanks again.

Abby Jeske
Assistant Store Director
Skogen's Festival Foods
2151 South 42nd Street
Manitowoc, WI 54220
920-645-6880
ajeske@festfoods.com
www.festfoods.com