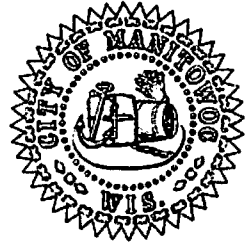




# CITY OF MANITOWOC

WISCONSIN, USA  
[www.manitowoc.org](http://www.manitowoc.org)



July 29, 2020

Amanda Reis  
2108 S. 22<sup>nd</sup> Street  
Manitowoc, WI 54220

Re: *\*Date Change\* Block Party – 2100 Block S. 22<sup>nd</sup> Street*

Dear Ms. Reis:


Your request for a block party on Saturday, September 26, 2020, being held at the 2100 Block of S. 22<sup>nd</sup> Street, between the hours of 1:00 p.m. and 11:00 p.m. has been granted. Please make sure that you are off the street by 11:00 p.m. As per the City of Manitowoc Ordinance the street needs to be re-opened by 11:00 p.m.

The Manitowoc City Council has stipulated that when an event is held, the person in charge is responsible for getting and returning the barricades with lights. Due to the size and amount of barricades needed to close the street, please make sure you have a pickup truck or trailer when picking up traffic control materials.

Please stop at the front office of the Department of Public Works, located at South 35<sup>th</sup> and Viebahn Streets, in order to check out and check in the barricades by completing the appropriate paperwork and paying the \$25 fee for use of traffic control items. Please pick up barricades before 2:30 p.m. on Friday, September 25<sup>th</sup> and return them Monday, September 28<sup>th</sup> between 7:00 a.m. and noon.

Contact the Department of Public Works at 686-6550 to inform them of a pick-up time.

Sincerely,



Deborah Neuser  
City Clerk

DN:mrk

cc: Special Events Approval Group

**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](mailto:dneuser@manitowoc.org)**

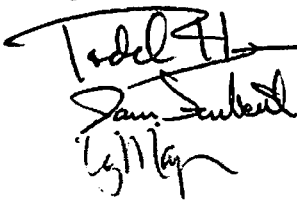
# SPECIAL EVENT COMMITTEE APPROVAL FORM

MEETING DATE: 7/22/2020  
EVENT NAME: DATE CHANGE: Residential Block Party - 2100 Block S 22nd St.  
ORGANIZER: Amanda Reis  
E-MAIL ADDRESS: areis722@gmail.com  
EVENT DATE: 9/26/2020 NEW OR RECURRING: New

LOCATION/DESCRIPTION: Date change requested from 7/25/20 to 9/26/20

COMMITTEE CONCERNS:

COMMITTEE DECISION:

| APPROVE  | DENY |
|--|------|
|  |      |

COUNCIL ACTION REQUIRED:

ITEMS TO INCLUDE IN LETTER: