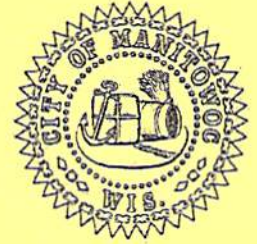




CITY OF MANITOWOC

WISCONSIN, USA

www.manitowoc.org



DATE: January 17, 2019

TO: Alzheimer's Association, Greater Wisconsin Chapter
3313 S. Packerland Dr., Suite E
De Pere, WI 54115

RE: Mariner's Trail Special Use Trail Permit
September 14, 2019
Walk to End Alzheimer's

Your request for Mariner's Trail Special Use Trail Permit as outlined above was acted upon by the Special Events Committee at the meeting of Wednesday, January 16, 2019.

At said meeting, the Committee unanimously recommended granting request.

In accordance with City policy, at least 10 days prior to the event, please have your insurance agent submit a certificate of insurance along with additional insured endorsement which is a separate document from the certificate of insurance to my office to evidence your organization's liability insurance coverage. To expedite, please fax to 920-686-6959 or e-mail to mreedkadow@manitowoc.org.

Insurance requirements are: \$500,000 each occurrence; \$500,000 damage to premises; \$5,000 medical expenses for any one person; \$500,000 personal and advertising injury; \$1,000,000 general aggregate; \$500,000 products and completed operations.

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

Very truly yours,

Deborah Neuser
City Clerk

DN:mrk

cc: Chief of Police Nick Reimer
Fire Chief Todd Blaser
Chad Scheinoha, Operations Division Mgr.
Billy Hutterer, Streets Team Leader
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: 1/16/2019

EVENT NAME: Walk to End Alzheimer's

ORGANIZER: Alzheimer's Association - Laurie Schill

EVENT DATE: 9/14/2019

NEW OR RECURRING: Recurring

LOCATION/DESCRIPTION: Use of Mariners Trail from YMCA to Reed Ave. & back

ESTIMATED CITY COSTS:

POLICE	0
FIRE	0
PARKS	0
RECREATION	
STREETS	0
TOTAL DEPT. COSTS	0

ESTIMATED EVENT HOLDER CHARGES:

LATE APPL. FEE (<60 days)	
DELIVERY CHARGES	
<i>(if delivery requested)</i>	
WAIVED -ROOM TAX	0
NON-WAIV. STAKE PERMIT	

COMMITTEE CONCERNS:

COMMITTEE DECISION:

APPROVE

DENY

Leg. Maj.
DC. Freiboth
[Signature]
[Signature]

COUNCIL ACTION REQUIRED:

ITEMS TO INCLUDE IN LETTER:

Email to: Sandy Pransk. spransk@manitowoc.org



Mariner's Trail Special Use Trail Permit



The Manitowoc and Two Rivers Parks and Recreation Departments reserve the right to permit events conducted on the Mariners Trail and facilities. Please complete the following information and submit it to either Parks and Recreation Office. There is no charge for a trail permit, and events will be considered on a case-by-case basis. Considerations for permitting a trail event include type of event, day of event, and other requests within 30 days of the event, as well as other considerations that may affect the public's use of the trail.

All special events or activities approved by the permit panel (Two Rivers & Manitowoc Park & Recreation Directors) can be reserved 12 months in advance including a renewal, "First Right of Refusal" clause. Set up, clean up and take down and other services provided by a City staff will be billed at the hourly rate currently charged by the Park & Recreation Department. Event promoter must provide a copy of liability insurance naming both cities as co-insured at least 10 days prior to the event. Permits do not allow "exclusive use" of the trail and the general public must be allowed to share the permitted areas.



Day of Event Contact: Melissa Huempfer mhuempfer@at2.org
Name: Laurie Schill Street Address: 3313 S. Packard Drive, Ste. E

City: De Pere State: WI Zip: 54115 Phone: 920-469-2110

Date of Event: 9/14/19 Facilities Requested: Mariner's Trail YMCA to Reed Ave.

Purpose of Application: Walk to End Alzheimer's Start time: 9:00 AM End time: 11:00 AM

Will alcoholic beverages be served? Yes No if yes, what type? _____

(Please note: Glass beverage containers not permitted in TR public parks - Ord. 7-1-10)

This agreement is made and entered into by and between the Cities of Two Rivers and Manitowoc, Wisconsin, hereinafter called "City" and the above-named individual, hereinafter called "Permittee." The parties agree as follows: Bookings must be made no earlier than 12 months in advance. The Permittee understands his/her responsibility is to set up, clean up and restore premises within the time period listed above. Permittee is required to provide event liability insurance naming the Cities of Two Rivers and Manitowoc as co-insured.

Limitation of Use: Permittee agrees that the number of persons on the rented premises during the rental period shall not exceed the capacity of the facility and that no intoxicating liquor or fermented malt beverages shall be served to minors. Permittee agrees to use premises rented for the purpose stated above and no other. In the event this Limitation of Use is not complied with, Permittee shall be charged and agrees to pay a fee of \$200.

Permittee agrees to abide by the rules and regulations contained in this agreement.

Laurie Schill 11-28-18
Signature of Permittee Date

[Signature] 1-9-19
Approved by Manitowoc Parks Department Manager Date

Approved by Two Rivers Parks & Recreation Director Date

Sandy Ronski

From: Melissa Huempfer <mmhuempfer@alz.org>
Sent: Wednesday, December 05, 2018 10:54 AM
To: Sandy Ronski
Subject: Walk to End Alzheimer's 2019
Attachments: M2R Walk to End Alzheimer's - Permit Application 2019.pdf

Hi Sandy,

This is Melissa Huempfer from the Alzheimer's Association of Greater Wisconsin. Attached is Mariner's Trail Special Use Permit for our 2019 Walk to End Alzheimer's scheduled for Saturday, September 14, 2019.

Walk to End Alzheimer's - Manitowoc/Two Rivers
Saturday, September 14, 2019 | 9-11 AM
Manitowoc-Two Rivers YMCA

Please let me know if there are any issue with use the trail on this date. Like previous years, we obtain event insurance for the site and city.

Thank you for your help each year and we look forward to another great Walk in 2019!

Melissa

Melissa Huempfer

Development Specialist | Alzheimer's Association of Greater Wisconsin
3313 S Packerland Drive, Suite E, De Pere, WI 54115
Direct: 920.260.4878 | Office: 920.469.2110 | Cell: 920.702.8122 | mmhuempfer@alz.org

 alz.org/qwwi | 24/7 Helpline 1.800.272.3900

The Brains Behind Saving Yours

24/7 Helpline

1-800-272-3900

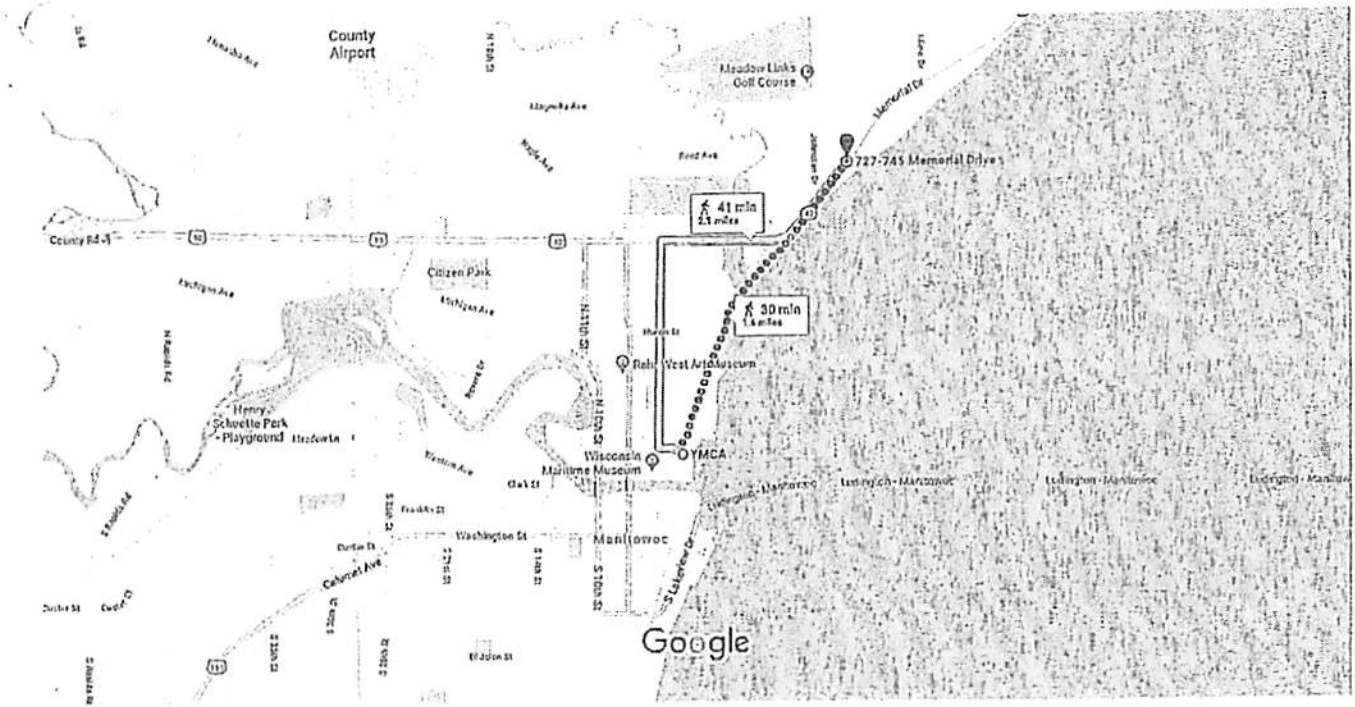
alz.org

We're here for you all day, every day.

alzheimer's  association®
THE BRAINS BEHIND SAVING YOURS:

Google Maps

YMCA to 727-745 Memorial Dr, Manitowoc, WI 54220 Walk 1.6 miles, 30 min
Walk to End Alzheimer's (1 mile route & 3 mile route / 0.5 turn around & 1.5 turn around)



Map data ©2018 Google 2000 ft



-
- | | | |
|---|--|-----------|
| via Maritime Dr and Memorial Dr | | 30 min |
| | | 1.6 miles |
| via N 6th St and County Rd Jj/Waldo Blvd | | 41 min |
| | | 2.1 miles |
| via N 6th St, County Rd Jj/Waldo Blvd and Memorial Dr | | 41 min |
| | | 2.1 miles |

All routes are mostly flat