

SPECIAL EVENT COMMITTEE APPROVAL FORM

MEETING DATE: 6/22/2022

EVENT NAME: Waiver of fees: Noon Rotary Picnic

ORGANIZER: Chan Barden

E-MAIL ADDRESS: n/a

EVENT DATE: 6/29/2022

NEW OR RECURRING: Recurring

LOCATION/DESCRIPTION: Waiver of fees request for use of Lincoln Park Cabin 1

COMMITTEE CONCERNS:

COMMITTEE DECISION:

APPROVE

DENY

APPROVE	DENY
Todd Blaser /ec Jason Freiboth /ec Billy Hutterer /ec Brock Wetenkamp /ec	

COUNCIL ACTION REQUIRED:

--

ITEMS TO INCLUDE IN LETTER:

--



**CITY OF MANITOWOC – DEPARTMENT OF PUBLIC INFRASTRUCTURE
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 Special Event Committee and/or the Public Infrastructure Committee and the group or organization will be notified by e-mail or letter of their decision(s). A financial report for the previous two (2) years indicating all expenses and all revenues of the group/organization may be requested by the committee. Groups or organizations must be current on all financial accounts with the City of Manitowoc.

ALL QUESTIONS MUST BE ANSWERED

Name of event: Rotary Picnic

1. Name of club/organization making request Manitowoc Noon Rotary

Address P.O. Box 0385 Telephone _____

2. Names of club officers: Name Address Telephone

President Chan Barden P.O. Box 0385

Secretary Chris Kornely P.O. Box 0385

Treasurer Chris Kornely P.O. Box 0385

3. Facility requested: Lincoln Park Cabin #1

Equipment requested: _____

4. Specific dates and hours facility/equipment will be used: Date(s) 06/29/22 Hrs. 3:00-8:00PM

5. Please explain your request, as to what fees you desire waived or reduced and reasons. Reservation Fees
The Manitowoc Noon Rotary club is a service organization that through its fund-raising efforts
donates \$8-10,000 per year to local non-profit organizations in need in our community

6. Which do you consider your group to be?
A. Community service _____ B. Non-profit x C. Private business _____
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 _____

#R 6675
RECEIVED

9. What will revenues be used for? _____

JUN 13 2022

**CITY OF MANITOWOC
ENGINEERING**

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 Chan Barden, President of the Manitowoc Noon Rotary Club _____ Date 6/13/22

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