

SPECIAL EVENT COMMITTEE APPROVAL FORM

MEETING DATE: 2/1/2023

EVENT NAME: Manty's Slammin Shootout

ORGANIZER: Wisconsin Sports Services - Mickey Fadness

E-MAIL ADDRESS: mickey@wisportsservices.org

EVENT DATE: 6/16-18/2023

NEW OR RECURRING: new

LOCATION/DESCRIPTION: Baseball tournament of 36-40 teams ages 10-14, using MYBA complex and Citizen park diamonds.

COMMITTEE CONCERNS: The committee suggests for organizer to work with MYBA to handle concessions and field grooming. Parks to fill in the gaps if need be.

COMMITTEE DECISION:

APPROVE	DENY
Dan Koski /ec Eric Nycz /ec Courtney Hansen /ec Todd Blaser /ec Jason Frieboth /ec	

COUNCIL ACTION REQUIRED:

ITEMS TO INCLUDE IN LETTER:

Please remind participants that dogs are not allowed in Citizen Park



City of Manitowoc

SPECIAL EVENT PERMIT APPLICATION

APPLICANT INFORMATION

Business/Org Name Wisconsin Sports Services
Name of Applicant Mickey Fadness
Street Address _____
Mailing Address _____
(If different)
City, State, Zip _____
Primary Phone 608.404.6552
Cell Phone _____
Email mickey@wisportsservices.org
Wisconsin Tax Exempt

ON SITE CONTACT INFORMATION

During Event
On-Site Contact Mickey Fadness
On-Site Cell Phone # 608.404.6552
On-Site Security Contact Name _____
On-Site Security Contact Phone # _____

EVENT INFORMATION

Event Description and Map with Event Setup and Parking Required (Some maps available online)

Missing Map/Drawing



Wisconsin Sports Services would like to run a baseball tournament and potentially a softball tournament in Manitowoc on June 16-18th in 2023. This would be a 3-4 game guarantee tournament for the baseball ages 10-14U and softball 12 & 14U. The total amount of teams would be 36-40.

This would essentially be your typical baseball and softball event.

Event Name WSS Manty's Slammin Shootout

Public Event YES NO

Location Manitowoc - Citizen Park all 6 baseball diamonds

Estimated Total Attendance 700-1,000

Staging Area _____

Estimated Attendance 400
from outside City of Manitowoc

Event Website <https://www.wisportsservices.org/baseball-tour>

Event Date(s) June 16-18th

Event Start Time 2:00 AM PM

Event End Time 6:00 AM PM

Setup Date(s) June 15

Setup Start Time 4:00 AM PM

Teardown Date(s) June 18

Teardown End Time 7:00 AM PM
(Event to be cleaned by 9 a.m. on day following the event)

FACILITY REQUESTS

- Facility Location _____
- Mariner's Trail FROM _____
TO _____
- Athletic Field(s) Request Field grooming and lining _____
- Special Power Requirements _____
- Special Lighting _____
(ex. ball diamonds)
- ADA Accommodations _____

ROUTE

Route map must be submitted with application

- Road Closure
Describe location(s)
+ time(s)
- Timed Route
- Road Crossing
Describe where +
if assistance needed
- Course Marking
Describe type
- Sidewalk
Describe usage

EVENT STRUCTURES

Site map must be submitted with application

- Staking Structures into Ground
(greater than 6")
- Fencing
- Bounce House # _____
- Portable Restrooms # _____
- Signs/Banners # _____

EVENT FEATURES

- Animals # _____ Type _____
- Fireworks - Time _____
- Drone # _____
- Lights/Spotlights # _____

VENDORS & MONEY EXCHANGE

- Alcohol Sales Request for Extension of Premises
Class B License
- Alcohol Served End Time _____
- Beverage or Food Sales
- Merchandise Sales
- Vendor(s) How many _____
- Collecting Money Donations
- Charging Admissions On-Site
- Credit Card Sales/Transactions

Expected Revenue _____

Revenue to be used for _____

- Carnival Rides # _____
- Dumpster # _____
- Stage # _____
- Tent # _____ Size _____
- Other # _____ Describe _____

SOUND

- Amplified Sound
- Start Time _____ AM PM
- End Time _____ AM PM
- Type of Sound _____

EQUIPMENT REQUESTS

Fees will be calculated based on organizer's meeting with the Special Event Committee. After event is approved, changes to equipment orders are subject to non-refundable fees. Photos and more information about rental items can be found at www.manitowoc.org.

DELIVERY DATE _____ TIME _____ AM PM LOCATION _____
PICKUP DATE _____ TIME _____ AM PM Place Items in original drop-off location after event.

**Indicate Quantities on Line*

GAMES

- Bean Bag Toss _____
- Ring Toss _____
- Sports Kit _____

STAGING / RISERS

- RISERS – 4' x 8' Wooden Platforms
6" H _____ 12" H _____ 18" H _____
- Staging – 8'x12'
- Portable Bandwagon – 35'x8'

TABLES & SEATING (Do NOT count any tables, benches, etc. already located at the park or in a facility)

- Banquet tables – 8'x40" _____
- Benches – 4' wooden _____
- Bleachers – 15'x5' portable _____
- Chairs – metal, folding _____
- Picnic Tables – 6' wooden _____
- Picnic Tables – 8' wooden, ADA accessible _____

TENTS

- Tent – 10'x 20' _____

TRAFFIC CONTROL ITEMS

- Barricades – 2' _____
- Barricades – 3' _____
- Barricades – 8' _____
- Barricades – 12' rail-type _____
- Channelizer drums – 3' reflective _____
- Cones – 18" _____
- Cones – 28" reflective _____
- Delineators – 42" reflective _____
- Parking posts with concrete base – 42"H (rope or tape not included) _____
- Traffic signs (sign only – typically placed on barricades)
 - Road Closed _____
 - Road Closed Ahead _____
 - _____
 - _____

MISCELLANEOUS ITEMS

- Disc golf basket – portable _____
- Grill – 2' x 3' portable, outdoor _____
- P.A. system – microphone, sound board, 2 speakers with stands _____
- Post pounder / driver _____
- Power pedestal – portable _____
- Safety vests _____
- Security stanchions _____
- Snow fence – 50' rolls – plastic _____ wooden _____
- Snow fence – posts _____
- Ticket booths – outdoor _____
- Trash barrels _____
- Other _____

VEHICLES

Parking must be included on site map

Expected number of vehicles 400

Where do you plan to park vehicles Parking lot

Are there any special parking considerations _____
(VIP, ADA, Security, Emergency Vehicles, etc)

SAFETY & SECURITY

The City requires security based on attendance

Do you need assistance from: Police Dept Fire Dept/Ambulance

Describe _____

Date/Time _____

Location _____

Other than dialing 911, do you have a plan in place to deal with medical emergencies that may occur? YES NO
(If so, please attach)

ADDITIONAL QUESTIONS

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

Do you have any questions/comments/additional requests?

Gate fee/admissions is allowed to be ran by the City of Manitowoc. Fee must be confirmed with WSS. Concessions will be ran by City of Manitowoc and WSS will recieve 30% of net profits.

Is there a youth baseball or softball organization that would like to help run the tournament? They would recieve a donation to their program.

How often do the fields get groomed and lined? Will the fields be mowed before the tournament?

LEGAL NOTICE

I understand the filing of this application does not ensure approval of a Special Event. I also understand that all Special Event organizers and participants must comply with all applicable City Ordinances, traffic rules, park rules, state health laws, fire codes, and liquor licensing regulations. Fees for park facilities, temporary beer/wine licenses, stake and fireworks permits, and other necessary licenses and permits are in addition to the fees submitted for the Special Events Application. I further understand that an incomplete application may be cause for the denial of the event.

The undersigned agrees to indemnify and hold the City of Manitowoc harmless for any and all damage claims or personal injury claims occurring during this event. It is further agreed that all personal property of any kind brought on the premises shall be at the sole risk of the undersigned, and that the City of Manitowoc shall not be liable for any injury, loss or damage to said property or injury to any persons on the premises. The undersigned agrees to be responsible for any damage caused to said facility or equipment by mischief or negligence. By signing, I acknowledge that I have authority to bind the sponsoring organization and acknowledge that I have received, read and understand the Special Events Guidelines and Policy and agree to be bound by all requirements as stated in the Special Events Policy and it is hereby incorporated by reference into this signed agreement.

Date of birth of applicant 02 / 10 / 1987

Signature of Applicant: Mickey Fadness Date: 01.11.2022

E-MAIL

PRINT