

# SPECIAL EVENT COMMITTEE APPROVAL FORM

**MEETING DATE:** 6/2/2021

**EVENT NAME:** WAIVER OF FEES: Breakfast on the Farm

**ORGANIZER:** Manitowoc Co. Dairy Promotion & Farm Bureau - Billy Neumann

**E-MAIL ADDRESS:** bill@neumannag.com

**EVENT DATE:** 6/13/2021

**NEW OR RECURRING:** Recurring

**LOCATION/DESCRIPTION:** Use of picnic tables. Organizer picks them up & returns them.

**COMMITTEE CONCERNS:**

**COMMITTEE DECISION:**

APPROVE	DENY
<i>Approved via Zoom:</i> Shawn Alfred/sr Todd Blaser/sr Jason Freiboth/sr Liz Majerus/sr	

**COUNCIL ACTION REQUIRED:**

**ITEMS TO INCLUDE IN LETTER:**

RECEIVED

CITY OF MANITOWOC - DEPARTMENT OF PUBLIC INFRASTRUCTURE  
SPECIAL CONSIDERATION FOR WAIVER OF PART OR ALL FEES  
FOR USE OF CITY FACILITIES OR EQUIPMENT

MAY 26 2021

CITY OF MANITOWOC  
ENGINEERING

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: Breakfast at the Farm

1. Name of club/organization making request MTWC Co Dairy Prom & Farm Bureau  
 Address MTWC Telephone 920-973-6729

2. Names of club officers: Name Address Telephone  
 President Becky Anderson  920-253-5303  
 Secretary   
 Treasurer Shawn Slegers Imu Com Bank

3. Facility requested:   
 Equipment requested: picnic tables

4. Specific dates and hours facility/equipment will be used: Date(s) June 12-13 Hrs. all day

5. Please explain your request, as to what fees you desire waived or reduced and reasons. promote + show with public about dairy industry

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

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

8. If #7 is "yes," explain and list specific charges breakfast will be served @ \$8 per person - kids free

9. What will revenues be used for? promoting the industry

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 Bill Neumann Date 5-22-21

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

When completed, return this form to the City of Manitowoc - Dept. of Public Infrastructure  
900 Quay St., Manitowoc, WI 54220 · Phone 920-686-3580 · Fax 920-686-6525 · E-mail parksadmin@manitowoc.org

AKK  
5/21/21