SPECIAL EVENT COMMITTEE APPROVAL FORM

MEETING DATE: 7/10/2024
EVENT NAME: MTPD Police Chase
ORGANIZER: MTPD - Jason Freiboth
E-MAIL ADDRESS: jfreiboth@manitowoc.org
EVENT DATE: 10/12/2024   **NEW OR RECURRING:** recurring

LOCATION/DESCRIPTION: 4 mile run/walk fundraiser to raise money for a bronze K9 memorial.

COMMITTEE CONCERNS:

WAIVER OF FEES: granted

COMMITTEE DECISION:

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

COUNCIL ACTION REQUIRED:

ITEMS TO INCLUDE IN LETTER:

Event 5   Copy to: Clerk

Special Event Application

Approval Status

Not Started

General Event Information

Event name	MTPD Police Chase
Location	Silver Creek Park
Date	Saturday, October 12, 2024
Event time	9:00 AM - 1:00 PM
Setup date & time	Friday, October 11, 2024 16:00
Takedown date & time	Saturday, October 12, 2024 13:00

Applicant Information

Name of Applicant	Jason Freiboth
Organization name	Manitowoc Police Department
Address	910 Jay Stree Manitowoc , WI, 54220
Email	jfreiboth@manitowoc.org
Phone number	(920) 323-0391
On-site contact name & phone number	Jason Freiboth 920-323-0391
Security name & phone number	Jason Freiboth 920-323-0391

Event Details

If any questions are not applicable, you can leave them blank.

Event description

4 mile run/walk fundraiser to raise money to help support a citizen led initiative to purchase a bronze statue of a patrol dog to memorialize the patrol K9's that served the City of Manitowoc.

Estimated total attendance

150

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Estimated total attendance from outside Manitowoc	75

Event website	N/A

Vendors & Money Exchange

Events serving alcohol on City of Manitowoc property must apply for Extension of Premise/Temporary Class "B" License, and provide Liquor Liability to the Clerk's Office.

Select all that apply to the event	Collecting monetary donations
	Charging admission or registration

Expected revenue	2500

Revenue will be used for	offset costs for bronze memorial.

Route & Road Usage

Leave any of these blank if not applicable. Attach map at the end of application.

Road Closure

No roads need to be closed. The route will start at the Silver Creek Park fieldhouse. It will run along S. 10th Street, across UW-Green Bay campus, along Lakeside Blvd, down Dewey Street and into Red Arrow Park. The course will turn around by the tennis courts and return in reverse order ending at the fieldhouse.

Road Crossing	None

Where are cars parking?	Silver Creek Park parking lot

Describe course markings and if this is a timed route	We will use mile markers signs at miles 1, 2, and 3. We will also use surveyor flags, arrow signs, paint and chalk to keep participants on course

Event Structures

Select all that apply	Animals

Safety & Security

Depending on the size and nature of the event, the City may require medical and security services. Organizers should have a first aid kit at the minimum. Events that serve alcohol must ensure patrons are 21 years or older and at least one licensed bartender is on site.

Describe any assistance the event needs from the Police Dept. and/or Fire Dept.

Off duty police officers will help on race day. We will use our handheld radios for any emergencies needing the MFD. We will also have at least one on-duty officer present.

Equipment & Facility Requests

Facility request	Silver Creek Park Fieldhouse

Athletic field request	N/A

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Special power or lighting request   N/A

Est. equipment cost per day   0

Equipment request notes
No equipment requested

Waiver of Fees
Waiver of Fees for park and streets rental items may only be requested by a nonprofit organization. Consideration for granted waivers include nonprofit status, tourism impact, cost of fees, and overall positive impact to the community. Waiver of Fees are at the sole discretion of the City and are not guaranteed. This waiver does not waive late application, late application, and cancellation fees. Parties that receive waivers shall list the City of Manitowoc and Visit Manitowoc as sponsors of the event.

Are you requesting a Waiver of Fees?   Yes, we are a nonprofit 501(c)(3) or acting on behalf of one
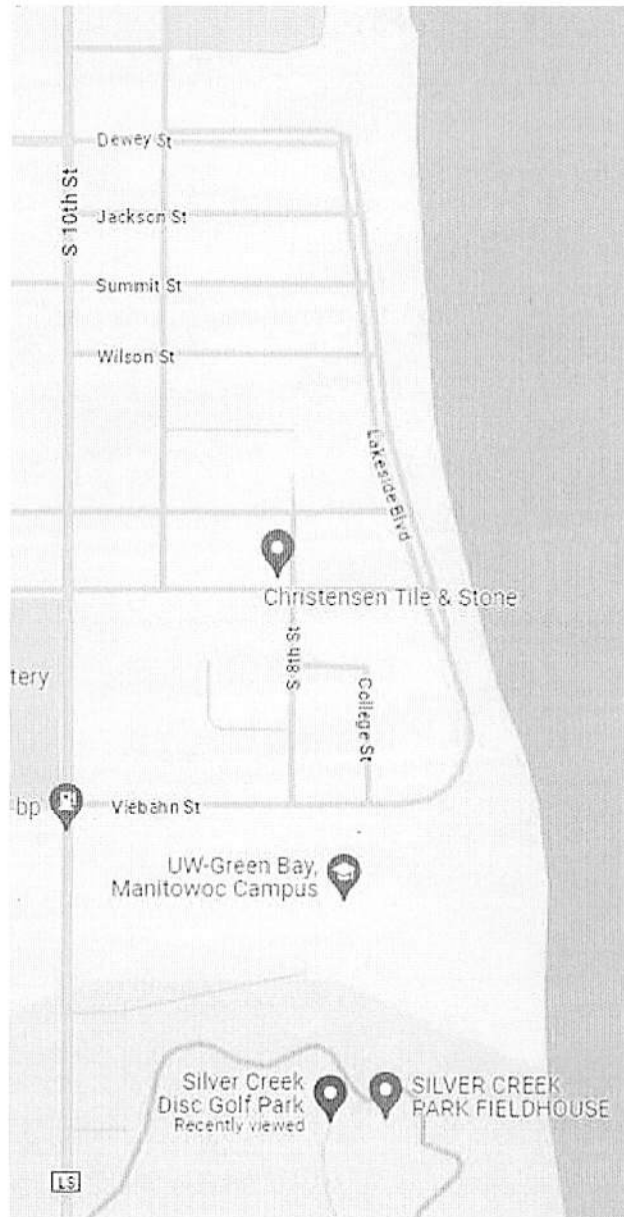
Why should this Waiver of Fees be granted?
We are a city entity trying to raise money to support the citizen led K9 memorial committee. We would like to raise money to help offset the cost of the bronze statue and installation costs.

Map
All Special Events must have a map. Clearly mark event elements including applicable street closures, park rental items, and routes.

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Upload map and supporting documents

Legal Notice and Submission

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.

Applicant date of birth   Sunday, May 30, 1971

Sign   Jason Freiboth