

SPECIAL EVENT COMMITTEE APPROVAL FORM

MEETING DATE: 10/29/2025

EVENT NAME: Coldest Night of the Year

ORGANIZER: Manitowoc Warming Shelter - Charles Bornemann

E-MAIL ADDRESS: chuckbornemann@gmail.com

EVENT DATE: 2/28/2026

NEW OR RECURRING: Recurring

LOCATION/DESCRIPTION: Fundraiser walk through downtown Manitowoc. Volunteers will be placed at corners for help with crossings.

COMMITTEE CONCERNS:

WAIVER OF FEES: Granted

COMMITTEE DECISION:

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

COUNCIL ACTION REQUIRED:

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ITEMS TO INCLUDE IN LETTER:

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Special Event Application

Tuesday, October 21, 2025

General Event Information

Event name Coldest Night of the Year

Location 521 North 8th Street

Date Saturday, February 28, 2026

End date if multiple day event and additional dates if applicable. 02/28/2026

Event time 4:00 PM - 7:00 PM

Setup start time Saturday, February 28, 2026 14:00

Takedown end time Saturday, February 28, 2026 20:00

Applicant Information

Name of Applicant Charles Bornemann

Organization Name Manitowoc Warming Shelter

Address 502 N 8th Street
Manitowoc, WI, 54220

Email chuckbornemann@gmail.com

Phone number (920) 732-3267

On-site contact & phone number 9207323267 - Charles Bornemann

Event description

Coldest Night of the Year is a fundraiser walk through downtown Manitowoc that takes place in winter to simulate the conditions experienced by the homeless population. The walk begins at First Lutheran, crosses 8th street at State Street and proceeds on the west side of 8th Street to Washington Street. At Washington Street walkers turn right and proceed to S 11th Street, again turning right towards Franklin. At Franklin the walkers turn back to 8th street following the west side of 8th street back to First Lutheran Church (crossing 8th at State Street). We place corner volunteers at all key intersections to ensure walker safety.

Estimated total attendance 200

Est. attendance from outside Manitowoc 50

Event Features

Expected revenue	35000
Revenue will be used for	Fund the Manitowoc Warming Shelter

Route & Road Usage

Road Closure

No road closures are needed. We will place corner workers at all key intersections to ensure walker safety.

Road Crossing	No assistance is needed
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Where are cars parking?	First Lutheran Church
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Describe course markings and if this is a timed route	CNOY signs placed at key corners
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Event Structures

Safety & Security

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

No assistance is needed

Equipment & Facility Requests

Park or facility request not listed above:	None
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Do you need power or lighting?	No
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Estimated cost per day	0
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Waiver of Fees

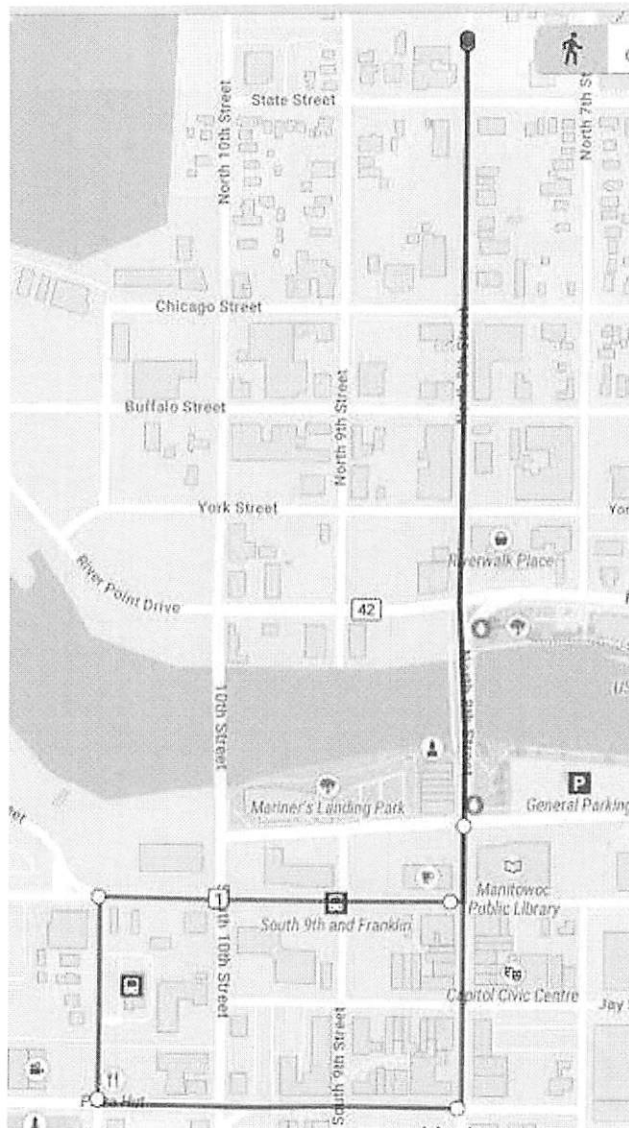
Are you requesting a Waiver of Fees?	Yes, we are a nonprofit 501(c)(3) or acting on behalf of one
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Why should this Waiver of Fees be granted?

Manitowoc Warming Shelter is a 501C3 organization that provides a key service within the city, housing homeless population during the coldest months.

Map

Upload map and supporting documents



Questions and comments

I am happy to meet with the special event committee to answer any questions.

Legal Notice and Submission

Would you like to meet with the Special Event Committee to discuss your event?

No

Applicant date of birth

Monday, August 20, 1962

Sign

Charles Bornemann

