

SPECIAL EVENT COMMITTEE APPROVAL FORM

MEETING DATE: 5/12/2021

EVENT NAME: Maritime Bay Classic

ORGANIZER: Maritime Bay Classic Bike Race Committee - John Brunner

E-MAIL ADDRESS: john@thefitnessstore.com

EVENT DATE: 6/21 to 6/22/21

NEW OR RECURRING: New

LOCATION/DESCRIPTION: 2 day bike race in downtown Manitowoc; street closures; use of traffic control equipment & picnic tables; assistance from PD; street sweeping prior to race; no parking on course; use of electricity

COMMITTEE CONCERNS:

COMMITTEE DECISION:

APPROVE

DENY

APPROVE	DENY
Shawn Alfred/sr Dan Koski/sr Todd Blaser/sr Jason Freiboth/sr Liz Majerus/sr	

COUNCIL ACTION REQUIRED:

Street closures: Maritime Dr. from N 8th St. to Buffalo St.; Chicago from N 8th to Maritime Dr., and N 8th Street from Maritime Dr. to Chicago St.; Additional street closures on day 2: Buffalo St. from N 6th to Maritime Dr. and N 6th from Buffalo to Maritime Dr.

ITEMS TO INCLUDE IN LETTER:

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City of Manitowoc
SPECIAL EVENTS APPLICATION FORM

NOTICE: This application must be turned in to the Parks Office a minimum of 60 days prior to the date of the event. Your Certificate of Insurance must be on file in the City Clerk's Office a minimum of 10 days prior to the date of the event. If you have questions, please see the Special Event Guidelines & Policy for a list of contacts.

1. Name/Description of Event: MARITIME BAY CLASSIC

2. Date of Event: — If multiple days, Start Date: 6/21/21 End Date: 6/22/21
Include dates and times needed for setup and take down / cleanup.

3. Time Event will Begin Setup: 10:00 AM Actual Start Time: 11:00 AM Finish Time: 9:00 AM

4. Name and Complete Address of Organization/Individual Organizing the Event:
MARITIME BAY CLASSIC BIKE RACE COMMITTEE
Name of organization responsible for event

JOHN L BRUNNER Telephone # PRIOR TO event (920) 684 8088
Name (first, middle, and last) of event organizer

II Telephone # DURING event (920) 374 2126

Contact name DURING event (if different)

1410 DEWEY ST
Street Address

MANITOWOC, WI 54220 E-mail address JOHN@THEFITNESSSTORE.COM
City, State, Zip of event organizer

Is the sponsoring organization a 501(c)(3) organization? Yes No

5. Location of the Event: Generally describe your event and its purpose and attach a DETAILED map or diagram of your event. Also, indicate the direction of the route, if any, including all turns and the number of traffic lanes to be used. Maps of the City and its parks are available online at www.manitowoc.org.

SEE ATTACHED

Will the event be held in a Manitowoc park or utilize any park facilities? Yes Which park? _____ No

What park facilities will be needed (buildings, tennis courts, ball diamonds, disc golf courses, etc.)?

Have you reserved the park &/or park facilities? Yes No If no, please contact the Parks Division at (920) 686-3580.

Does the event require streets to be closed? Yes No If yes, which street(s): SEE MAP

It is YOUR RESPONSIBILITY to provide federally approved traffic control items; however they may be rented from the Streets & Sanitation Division.

Will the event be held on the sidewalk? Yes No

A/N
5749



6. Mariners Trail Permit:

Will any portion of the Mariners Trail be used? Yes No

If yes, where on the trail will the event begin: _____

Where on the trail will the event end: _____

When use of the trail is requested, consideration is given to how the public's use of the trail will be affected. Set up / take down and clean up, as well as other services provided by a City staff may be billed on a cost-recovery basis. The event organizer must provide a copy of event liability insurance naming BOTH CITIES as co-insured at least 10 days prior to the event. Permits do not allow "exclusive use" of the trail and the general public must be allowed to share the permitted areas.

This agreement is made and entered into by and between the Cities of Two Rivers and Manitowoc, Wisconsin, hereinafter called "City" and the above-named individual, hereinafter called "Permittee." The parties agree as follows: Bookings must be made no earlier than 12 months in advance. The Permittee understands his/her responsibility is to set up, clean up and restore premises within the time period listed above.

Limitation of Use: Permittee agrees that the number of persons on the rented premises during the rental period shall not exceed the capacity of the facility and that no intoxicating liquor or fermented malt beverages shall be served to minors. Permittee agrees to use premises rented for the purpose stated above and no other. In the event this Limitation of Use is not complied with, Permittee shall be charged and agrees to pay a fee of \$200.

Permittee agrees to abide by the rules and regulations contained in this agreement.

FOR OFFICE USE ONLY:
Signature of City of Two Rivers designee: _____ Date: _____

7. Tell Us About Your Event:

What is the estimated attendance at your event, including observers? 1000

How many vendors will be at your event? 6 How many vehicles? _____

Do you require any special parking restrictions? Yes No If yes, what type, when, and where:

No Parking on designated race course.
Parking on grassy areas of a park is not allowed without prior approval. Contact the Police Department if traffic control is needed.

Will food be prepared and/or served at the event? Yes No
You are responsible for obtaining any necessary permits for food from the Manitowoc County Health Department.

Will you be having a band or amplified music? Yes No

Will a loudspeaker or similar electric sound amplification system be used outdoors? Yes No
If yes, what hours: _____

Will the City need to provide any special electrical assistance or lighting (of ball diamonds, etc.)? Yes No
If yes, please describe:

Electricity needed in lot across from Maritime Museum
Contact the Parks Division at 686-3580 with questions.

Will any of the following services be required? Clean-up Street-sweeping Prior to Event - Early 6/21/21
For help defining your parking, clean-up, & traffic control needs, please contact the Streets & Sanitation Division at (920) 686-6550.

Will any fireworks or pyrotechnic devices be used during the event? Yes No
If yes, contact the Fire Department at (920) 686-6540 to secure the proper permits for firework usage.

Will animals be present at the event? Yes No If yes, please indicate what types of animals, how many are expected, and where they will be located. _____

What toilet facilities will be made available to your participants? Indoor Outdoor

Please describe the toilet facilities that will be provided, including their locations and the number of units:
Portable units to be located in city lot between 8th Street and Maritime Museum

Will alcoholic beverages be served/sold? Yes No If yes, a "Special Class B" license will allow sale/service of beer and/or wine.
Please contact the City Clerk's Office at (920) 686-6950 to obtain a license.

In the case of a premise with a current alcohol license, do you need an extension of your premise? Yes No If yes, give a detailed explanation under #5.

Do you require a waiver of the restriction to serve alcohol in a park? Yes No

8. Equipment Needed for Your Event:

Equipment rental charges will apply unless a waiver of some or all fees is approved. A non-walvable delivery fee will be charged if delivery/pickup by City personnel is needed. Delivery fees are based on total rental costs.

To make arrangements to pick up the items yourselves, please contact the Parks Division at 686-3580. All items must be picked up and returned weekdays between 7:00 A.M. and 2:30 P.M. It is the renter's responsibility to sign in all materials in the Streets & Sanitation office or with a Parks staff member prior to unloading at the time of return. It is unacceptable to drop off rental materials outside of return hours and without signing them in.

Please indicate where and when the items should be delivered:

Please indicate the total number of items requested:

Streets & Sanitation Division Equipment (686-3580):

	# Needed		# of Days*	Cost/Day	=	Total	
Barricades					=		
2'		X		\$3.00	=		Flashers _____
3'		X		\$3.00	=		Flashers _____
8'	40	X		\$4.00	=		
Rail type-long		X		\$2.00	=		
Rail type-short		X		\$2.00	=		
Channelizer Drums		X		\$3.00	=		
Cones					=		
18"		X		\$1.50	=		
28"	200	X		\$1.50	=		
Safety vests		X		No charge	=		No Charge
Snow fence					=		
Rolls		X		\$4.00	=		
Posts		X		No Charge	=		No Charge
Post driver/pounder		X		No Charge	=		No Charge
Traffic signs		X		\$2.00	=		Description _____
		X		\$2.00	=		Description _____
		X		\$2.00	=		Description _____
Traffic signs (Portable)		X		\$3.00	=		Description _____
		X		\$3.00	=		Description _____
		X		\$3.00	=		Description _____

Other (list items and amounts) Delimiters 60

Parks Division Equipment (686-3580): Do NOT count any picnic tables, garbage cans, etc. already located at the park.

Banquet tables, 8'		X		\$5.00	=		
Park benches		X		\$7.00	=		
Picnic tables	10	X		\$7.00	=		
Risers, platform		X		\$15.00	=		
Security stanchions		X		\$ 5.00	=		
Tent, 10'x10'		X		\$30.00	=		
Tent, 10'x20'		X		\$35.00	=		
Ticket booths, outdoor		X		\$15.00	=		
Trash cans		X		No Charge	=		No Charge
Wenger portable bandwagon, 35x8***		X		\$240.00	=		

Other (list items and amounts):

TOTAL RENTAL CHARGES _____

*Include the day of return but not the day of pickup/delivery. Items must be picked/returned weekdays between 7:00 am and 2:30 pm.

**The bandwagon shall not be removed from the City limits without the approval of the Park & Recreation Committee and must be delivered/setup by City Personnel.

If you are requesting delivery/pickup by City personnel, the following non-waivable delivery fees will apply.

DELIVERY FEES	
Total Cost of Items Rented	Delivery Fee
\$0.00 - \$100.00	\$ 50.00
\$100.01 - \$250.00	\$ 75.00
\$250.01 - \$500.00	\$125.00
\$500.00 - \$1,000.00	\$250.00
\$1,000.01 and above	\$350.00

Delivery fees will be adjusted based on actual items rented.

9. Stake Permit: There is a \$50.00 NON-WAIVABLE stake permit fee per event, if any items will be staked into the ground. The event organizer is responsible for ensuring Diggers Hotline is contacted a minimum of three business days before set-up. Will any of these items (or items of similar nature) be erected or placed on the event grounds?

Tent or canopy Yes No
 Fence Yes No
 Sign Yes No
 Bounce house Yes No If electric, where will item be plugged in? _____
 Other _____ Yes No If electric, where will item be plugged in? _____

N/A

If yes for any, give a detailed explanation under #5.

10. Safety and Security for Your Event:

Do you have the correct level of insurance for your specific event? Yes No
 Please see the Special Events Insurance Form to ensure you have the proper coverage. You must submit the insurance certificate AND required endorsements to the City Clerk's Office at least 10 days before your event.

Do you need assistance from the Police or Fire Departments? Yes No If yes, please describe:

Traffic Control @ Maritime + Buffalo and 7th + Chicago.
 JOHN BRUNNER
 Name of Security Coordinator Phone # before event 920.184-8088 Phone # the day of the event 920.374-2120

Do you have a plan in place to deal with medical emergencies that may occur during your event? Yes No
 The City reserves the right to require a detailed written public safety plan.

11. Fees & Reimbursement: Unless waived by the Special Event Committee, the standard fees for all rentals and licenses will apply. The City may also require reimbursement for extraordinary expenses. Charges will apply for lost, stolen, or damaged equipment. Stake Permit Fees, License Fees and Delivery Fees will not be waived.

Is a waiver of some or all fees requested? Yes No

If yes, please explain what fees you desire waived or reduced and the reason(s): ALL

Will money be collected, tickets or concessions sold, registration fees charged, or money raised in conjunction with the event?

Yes No
 If yes, explain and list specific charges

What are your estimated revenues and what will the revenues be used for?

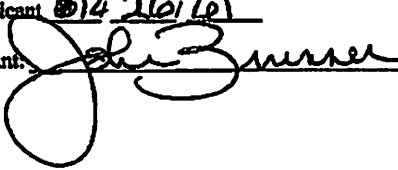
Please attach any additional information which you feel will assist the committee in evaluating your request. The City reserves the right to request a current financial report for the previous two years indicating all expenses and all revenues of the group/organization.

12. 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.

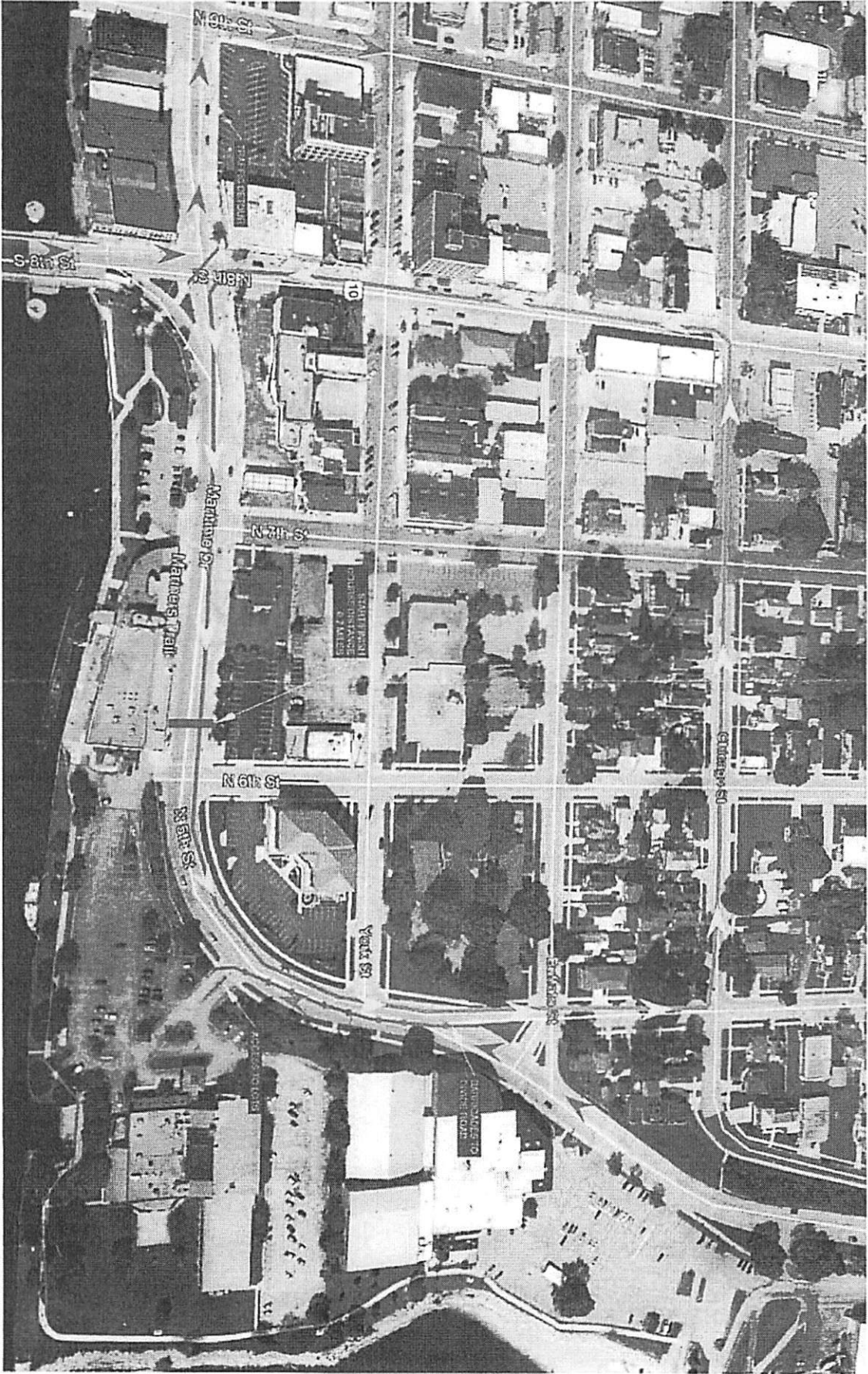
The undersigned agrees to indemnify and hold the City of Manitowoc harmless for any and all damage claims or personal injury claims occurring during this event. It is further agreed that all personal property of any kind brought on the premises shall be at the sole risk of the undersigned, and that the 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 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 01/21/1961

Signature of Applicant: 

Date: 3/1/21

MARITIME BAY CLASSIC - JUNE 22, 2020



From: William Koch Jr <bkoch54@toadinfo.com>

Sent: Sunday, May 2, 2021 2:20 PM

To: Jason Ring <jring@manitowoc.info>; john@thefitnessstore.com; Justin Nickels <jnickels@manitowoc.org>

Cc: aweber@tourofamericasdairyland.com; frevat1@gmail.com; bethrice821@gmail.com; Lai King Moy (laikingmoy@gmail.com) <laikingmoy@gmail.com>; tjsplow@gmail.com

Subject: External: 2021 ToAD Calendar Announcement

Justin, Jason and John (Three J's!), the time has finally arrived when we can proudly announce there WILL be IRL racing on Main Street, Wisconsin this summer and ToAD's 12th edition is happening in no small part because of the vision and generosity of Manitowoc welcoming us to your community for not just one, but TWO days of racing! In addition to a copy of the Eblast likely to go out globally yet today, we have both of your Exhibit A's also above (they are identical, thanks to the OFF day on Father's Day!). You'll notice we end each day at 8:30pm and start each day at 11:35am! One Day One, we'll arrive at 8:30 and roads will need to be closed no later than 9:30am! Day Two with just reclosing the course, will be a bit easier, but again would appreciate roads being closed about 9:30 again. Reopening each night will be between 9:30 and 10pm.

With the two day visit, we'll absolutely need hotel rooms and any deals you can put together will be greatly appreciated! We should also expect some riders to stay over, but hard to say how many knowing they only race once per day typically and can make the drive if that saves them some money.

Finally, we need to get up that way PRONTO! Give us some dates; we don't have much time to waste now! Thanks so much all; gonna be a grand June 21/22 in Mani!

Bill K

Be Alert !

This is External or System generated Email. Please verify before opening any links or attachments.

Tour of America's Dairyland p/b Kwik Trip 2021 Calendar of Events

Wednesday, June 16 – Sunday, June 27, 2021

Tour of America's Dairyland p/b Kwik Trip is thrilled to announce our 2021 calendar of events with race registration to open soon! This has been a labor of love in working closely with our host organizers, their community partners and many health departments to build this calendar while offering a safe event and racing environment for all! To think we're racing for 11 days with just one off day amidst everything that has been going on around us is nothing short of miraculous and we are ever so thankful for the monumental efforts to get the necessary permits to FINALLY stage the 12th edition of ToAD!

1. **Wed 6/16: Milwaukee Mile (juniors only)**
2. **Thurs 6/17: Janesville**
3. **Fri 6/18: Janesville**
4. **Sat 6/19: Grafton**
5. **Sun 6/20: REST DAY; Happy Father's Day!**
6. **Mon 6/21: Manitowoc**
7. **Tues 6/22: Manitowoc**
8. **Wed 6/23: tba**
9. **Thurs 6/24: Milwaukee Mile**
10. **Fri 6/25: Shorewood**
11. **Sat 6/26: Washington Highlands neighborhood (Wauwatosa)**
12. **Sun 6/27: Wauwatosa Village**

We will also be offering the following Omnium series over the course of our 11 days:

10-day series categories:

- **P/1/2 women**
- **Cat 4/N men**
- **Cat 3/4 men**
- **Cat 2/3 men**
- **P/1/2 men**

5-day series categories:

- **Cat 3/4/N women**
- **Cat 3/4 women**
- **Cat 2/3 women**
- **Masters' 40/50+ (part of USA Masters CUP)**
- **Masters' 50/60+ (part of USA Masters CUP)**

4-day series category:

- **Associated Bank Handcycle Classic p/b Body Mechanics**
- **Jones Family Junior Series (5 races/4 days)**

2021 Exhibit A - Manitowoc Day 1

Criterium Schedule

<u>Race Category</u>	<u>Times</u>	<u>Race Length</u>	<u>Gap</u>
Cat 4/Novice Men	11:35am to 12:15pm	40 minutes	10 min.
Cat 3/4 Men	12:25pm to 1:10pm	45 minutes	10 min.
Cat 3/4/Novice Women	1:20pm to 2:00pm	40 minutes	10 min.
Cat 2/3 Men	2:10pm to 3:00pm	50 minutes	10 min.
Cat 2/3 Women	3:10pm to 4:00pm	50 minutes	10 min.
Masters 50+/60+ Cat 1/2/3 Men	4:10pm to 5:10pm	60 minutes	10 min.
Pro 1/2 Women	5:20pm to 6:35pm	75 minutes	None
Local Event	6:35pm to 7:15pm	40 minutes	None
Pro 1/2 Men	7:15pm to 8:30pm	75 minutes	

2021 Exhibit A - Manitowoc Day 2

Criterium Schedule

<u>Race Category</u>	<u>Times</u>	<u>Race Length</u>	<u>Gap</u>
Cat 4/Novice Men	11:35am to 12:15pm	40 minutes	10 min.
Cat 3/4 Men	12:25pm to 1:10pm	45 minutes	10 min.
Cat 3/4/Novice Women	1:20pm to 2:00pm	40 minutes	10 min.
Cat 2/3 Men	2:10pm to 3:00pm	50 minutes	10 min.
Cat 2/3 Women	3:10pm to 4:00pm	50 minutes	10 min.
Masters 50+/60+ Cat 1/2/3 Men	4:10pm to 5:10pm	60 minutes	10 min.
Pro 1/2 Women	5:20pm to 6:35pm	75 minutes	None
Local Event	6:35pm to 7:15pm	40 minutes	None
Pro 1/2 Men	7:15pm to 8:30pm	75 minutes	