

## CITY OF MANITOWOC

WISCONSIN, USA www.manitowoc.org



August 18, 2016

Mr. Brennan Seehafer 3730 Mangin St. Manitowoc, WI 54220

RE: Future Red Carpet Events in front of Capital Civic Centre

Dear Mr. Seehafer:

The Special Events Committee met on August 15, 2016.

Their suggestion was that in the future, you should request a street closure rather than a lane closure for the safety of the participants. Please complete a special events application at least 60 days in advance, since the State of Wisconsin will need to be notified in order to close a state highway (S. 8<sup>th</sup> Street).

If you have any questions, please contact me at 920-686-6950.

Very truly yours,

Jennifer Hydon

JH:dan

cc: Chief of Police Nick Reimer

Fire Chief Todd Blaser

Randy Junk, Operations Division Mgr. (Streets)

Chad Scheinoha, Operations Division Mgr. (Cemetery/Parks)

Karen Dorow, Business Manager



Jennifer Hudon, MPA, City Clerk/Deputy Treasurer CITY HALL • 900 Quay Street • Manitowoc, WI 54220-4543 Phone (920) 686-6950 • Fax (920) 686-6959 • jhudon@manitowoc.org



## SPECIAL EVENT COMMITTEE APPROVAL FORM

**MEETING DATE: 8/15/2016** 

**EVENT NAME:** Lakeshore Rising Stars Red Carpet Event ORGANIZER: Seehafer Broadcasting - Brennan Seehafer

**EVENT DATE: 8/20/2016** 

Event 11

**NEW OR RECURRING: New** 

Copy to: Clerk

LOCATION/DESCRIPTION: Red carpet event in front of Capitol Civic Centre on S. 8th St.; closure

of eastern lane of street & sidewalk; use of traffic control items &

security stanchions; waiver of fees requested

ESTIMATED CITY COSTS:	·	ESTIMATED EVENT HOLDER CHA	ARGES:
POLICE	0	LATE APPL. FEE (<60 days)	100
FIRE		STAKE PERMIT	
PARKS	270	DELIVERY CHARGES	125
RECREATION		(if delivery requested)	
STREETS	225	TOTAL E.H. CHARGES	225
TOTAL	. 495		
		GRAND TOTAL	720
COMMITTEE CONCERNS:	į		
COMMITTEE DECISION:			
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