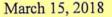
CITY OF MANITOWOC

WISCONSIN, USA www.manitowoc.org





Bay-Lakes Council Boy Scouts of America 2555 Northern Rd. Appleton, WI 54912

RE: Waiver of Fees - Meetings in Room 1 at RWAM - 2/22/2018 & 3/3/2018

Dear Event Coordinator:

The above request was acted upon by the Special Event Committee at the meeting on February 19, 2018, at which time the committee granted your request.

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

Very truly yours,

Duboral Newser

Deborah Neuser

City Clerk

DN:mrk

cc: Chief of Police Nick Reimer

Fire Chief Todd Blaser

Chad Scheinoha, Operations Division Mgr.

Billy Hutterer, Streets Team Leader Karen Dorow, Business Manager







SPECIAL EVENT COMMITTEE APPROVAL FORM

MEETING DATE: 2/19/2018

ESTIMATED CITY COSTS:

EVENT NAME: WAIVER OF FEES: Bay Lakes Council - Boy Scouts Series of Meetings

ESTIMATED EVENT HOLDER CHARGES:

ORGANIZER: Bay Lakes Council - Boy Scouts of America - Sandra Howard EVENT DATE: Feb. 22 & Mar. 3, 2018 NEW OR RECURRING: New

LOCATION/DESCRIPTION: Series of meetings re: changes in the scouting program at room 1 in the

RWAM

ESTIMATES CITI COSTS.	
POLICE	LATE APPL. FEE (<60 days)
FIRE	DELIVERY CHARGES
PARKS	(if delivery requested)
RAHR WEST	60 WAIVED -ROOM TAX 60
STREETS	
TOTAL DEPT. COSTS	60
	NON-WAIV. STAKE PERMIT
COMMITTEE CONCERNS:	
COMMITTEE DECISION:	
	_
APPROVE	DENY
COUNCIL ACTION REQUIRED:	
,	
ITEMS TO INCLUDE IN LETTER:	
107-	-

MANITOWOC PARKS DEPARTMENT SPECIAL CONSIDERATION FOR WAIVER OF PART OR ALL FEES FOR USE OF CITY FACILITIES OR EQUIPMENT

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 Parks & Recreation Committee and the group or organization will be notified within 15 days of submitted request.

A CURRENT FINANCIAL REPORT FOR THE PREVIOUS TWO (2) YEARS INDICATING ALL EXPENSES AND ALL REVENUES OF THE GROUP/ORGANIZATION MUST ACCOMPANY THIS FORM PRIOR TO THE COMMITTEE REVIEWING THE REQUEST.

ALL QUESTIONS MUST BE ANSWERED

	ALL OUESTIONS MUST BE ANSWERED
1.	ume of club/organization making request Boy-Lubrus Council, Boy Scouts of America ddress 2555 Northum Rd. Appolator, WI 54112 Telephone 920-734-5705
2.	esident Sundra Haired 2316 Herry St. Sindray in wit 926-227-7641
	ecretary Adam Lovell - member of our District Committee (Vice Unax of Administration
	reasurer Kenny Beryschultz 2830 5 1245+ Shebuyan, WI 920-918-3297
3.	acility requested: Room 1 at the Ruhr-West Art Museum
	quipment requested: None (Adam Loven w.11 Serve as on-site staff)
4.	pecific dates and hours facility/equipment will be used: Date Hrs
5.	lease explain your request, as to what fees you desire waived or reduced and reasons
6.	/hich do you consider your group to be? Community service B. Non-profit C. Private business Club or organization E. Other, please explain
7.	Vill money be collected, tickets sold, concessions sold or money raised in conjunction with the event? Yes No K
8.	#7 is "yes," explain and list specific charges N/A
9.	Vhat will revenues be used for? NA
10.	o you wish to meet personally with the Board/Committee to discuss this request? YesNoNoNoNo
Signed	Chi Wal Date 2/1/18
Please	ach any additional information which you feel will assist the committee in evaluating your request.
When 6	mpleted, this form is to be returned to the Manitowoc Parks Department, 2655 S. 35th St., Manitowoc, WI
Commi	ee Action: Approved Denied Date

The Lakeshore District of the Bay Lakes Council, Boy Scouts of America has been a driving force for youth development and service to the Manitowoc community. Scouts and leaders contributed more than 600 service hours within the city of Manitowoc in 2017 and collected over 18,000 food items for local food pantries during the annual Scouting For Food event last fall.

The District is requesting a waiver of room rental fees for a series of meeting for Chartered Organization representatives. These meeting will serve to inform the organizations that sponsor scouting units in Manitowoc on new changes in the Scouting program including the highly publicized move to incorporate girls into the Cub Scouting program starting in the spring of 2018.

During all after-hours meeting times, the Rahr-West building will be opened and staffed by Adam Lovell, Assistant Director for the Rahr-West. Adam is an Eagle Scout and has served on the District Committee as the Vice-Chair of Administration since moving to Manitowoc. Adam has voluntarily agreed to be present at all meetings so no additional staffing will be required to facilitate these meetings.