

SPECIAL EVENT COMMITTEE APPROVAL FORM

MEETING DATE: 11/14/2018

EVENT NAME: Lakeshore Holiday Parade

ORGANIZER: City of Manitowoc - Stacey Groll

EVENT DATE: 11/21/2018

NEW OR RECURRING: Recurring

LOCATION/DESCRIPTION: Holiday parade from S 12th & Washington to N 8th & Park Sts.

ESTIMATED CITY COSTS:

POLICE	
FIRE	0
PARKS	0
RECREATION	
STREETS	2710
TOTAL DEPT. COSTS	2710

ESTIMATED EVENT HOLDER CHARGES:

LATE APPL. FEE (<60 days)	
DELIVERY CHARGES	350
<i>(if delivery requested)</i>	
WAIVED -ROOM TAX	3060
WAIVED -GENERAL FUND	
NON-WAIV. STAKE PERMIT	

COMMITTEE CONCERNS:

COMMITTEE DECISION:

APPROVE

DENY

Scott Luehterhand
Todd Blaser
Kathleen McDaniel
Dan Koski

} approved via e-mail (see attachments) RL

COUNCIL ACTION REQUIRED:

Closure of Washington & N 8th Streets for parade

ITEMS TO INCLUDE IN LETTER:

Sandy Ronski

From: Scott Luchterhand
Sent: Wednesday, November 14, 2018 9:36 AM
To: Sandy Ronski
Subject: RE: SEC approval needed for Lakeshore Holiday Parade (PLEASE RESPOND)

Yes.....we approve this request.

Assistant Chief Scott Luchterhand
Manitowoc Police Department
910 Jay Street
Manitowoc, WI 54220
sluchterhand@manitowoc.org
Phone: (920) 686-6562
Fax: (920) 686-6588

"The mission of the Manitowoc Police Department is to work cooperatively with the community to prevent crime, maintain order and provide a safe environment for everyone."

CONFIDENTIALITY NOTICE: This communication with its contents, including attachments, may contain confidential and/or legally privileged information. These items are covered by the Electronic Communications Privacy Act 18 U.S.C. §§ 2510-2521. It is solely for the use of the intended recipient(s) or an employee or agent responsible for delivering this message. Unauthorized interception, review, use or disclosure is prohibited. If you are not a named recipient, please contact the sender immediately and do not disclose the contents to another, use it for any purpose, store or copy the information in any medium. Please destroy all copies of the communication. Thank you.

From: Sandy Ronski
Sent: Wednesday, November 14, 2018 9:27 AM
To: Scott Luchterhand; Todd Blaser; Dan Koski; Elizabeth Majerus; Steve Corbelle
Cc: Karen Dorow; Sue Reilly
Subject: SEC approval needed for Lakeshore Holiday Parade (PLEASE RESPOND)
Importance: High

Due to scheduling conflicts, the Special Event Committee meeting is cancelled for today; however, approval is needed for the Lakeshore Holiday Parade event in order to get this on the report for council approval on Monday. Please respond letting me know whether or not you approve.

Thank you!

Sandy Ronski
Operations Clerk II
Transit, Cemetery, Parks, & Lift Bridges
City of Manitowoc
900 Quay St.
Manitowoc, WI 54220
920-686-6518
920-686-6525 fax
www.manitowoc.org

To receive notifications about City of Manitowoc topics that matter most to you (such as notices for cemetery cleanup dates, snow emergency parking bans, brush &/or leaf pickups, etc.),

Sandy Ronski

From: Todd Blaser
Sent: Wednesday, November 14, 2018 9:37 AM
To: Sandy Ronski
Subject: RE: SEC approval needed for Lakeshore Holiday Parade (PLEASE RESPOND)

Approved

Todd M. Blaser, Chief of Fire Rescue
City of Manitowoc Fire Rescue Department

From: Sandy Ronski
Sent: Wednesday, November 14, 2018 9:27 AM
To: Scott Luchterhand; Todd Blaser; Dan Koski; Elizabeth Majerus; Steve Corbeille
Cc: Karen Dorow; Sue Reilly
Subject: SEC approval needed for Lakeshore Holiday Parade (PLEASE RESPOND)
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Sandy Ronski

From: Kathleen McDaniel
Sent: Wednesday, November 14, 2018 9:42 AM
To: Sandy Ronski
Cc: Elizabeth Majerus
Subject: FW: SEC approval needed for Lakeshore Holiday Parade (PLEASE RESPOND)
Attachments: Approval form & maps - Lakeshore Holiday Parade 11-21-18.pdf; Lakeshore Holiday Parade application & PD work order 11-21-18.pdf

Importance: High

Hi Sandy,

I'm covering for Liz this week. This is approved on my end.

Kathleen

From: Todd Blaser
Sent: Wednesday, November 14, 2018 9:36 AM
To: Kathleen McDaniel
Subject: FW: SEC approval needed for Lakeshore Holiday Parade (PLEASE RESPOND)
Importance: High

Also FYI since your covering.

*Todd M. Blaser, Chief of Fire Rescue
City of Manitowoc Fire Rescue Department*

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Sandy Ronski

From: Dan Koski
Sent: Wednesday, November 14, 2018 9:43 AM
To: Sandy Ronski; Scott Luchterhand; Todd Blaser; Elizabeth Majerus; Steve Corbeille
Cc: Karen Dorow; Sue Reilly
Subject: RE: SEC approval needed for Lakeshore Holiday Parade (PLEASE RESPOND)

Approve

Thanks

Dan Koski, PE
Director of Public Infrastructure
City of Manitowoc
900 Quay Street
Manitowoc, WI 54220

dkoski@manitowoc.org
www.manitowoc.org

phone: (920) 686-6910
fax: (920) 686-6906

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