

SPECIAL EVENT COMMITTEE APPROVAL FORM

MEETING DATE: 11/6/2024

EVENT NAME: Promenade the Park for Parkinson's Disease

ORGANIZER: Manitowoc Co. Parkinson's Disease Support Group - Allan Brixius

E-MAIL ADDRESS: ajbrixius@outlook.com

EVENT DATE: 4/26/2025

NEW OR RECURRING: Recurring

LOCATION/DESCRIPTION: A fundraiser walk around Washington Park with table and tent set up.

COMMITTEE CONCERNS:

WAIVER OF FEES: Granted

COMMITTEE DECISION:

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

COUNCIL ACTION REQUIRED:



Tuesday, October 15, 2024

Special Event Application

Approval Status

Not Started

General Event Information

Event name	Promenade The Park for Parkinson's
Location	Washington park
Date	Saturday, April 26, 2025
Event time	10:00 AM - 12:00 PM
Setup date & time	Saturday, April 26, 2025 08:00
Takedown date & time	Saturday, April 26, 2025 12:00

Applicant Information

Name of Applicant	Allan J. Brixius
Organization Name	Manitowoc County Parkinson's Disease Support Group
Address	520-A Buffalo St. Manitowoc, WI, 54220
Email	ajbrixius@outlook.com
Phone number	(920) 242-2350
On-site contact name & phone number	Allan J. Brixius 920-242-2350
Security name & phone number	Allan J. Brixius 920-242-2350

Event Details

If any questions are not applicable, you can leave them blank.

Event description

Walk-a-thon walking the four city blocks surrounding Washington Park caring hand signs to show support for Parkinson's Disease Awareness and research. Some members will be pledging "Dollars for Dopamine" as a fund raiser, for the number of blocks walked within the two-hour time frame. An information and registration table will be set up, along with an area for collecting donations and pledges from the public. In addition, a refreshments table will also be set; all under two canopies in the northwest corner of the park.

Estimated total attendance 100

Event website Facebook page: Manitowoc County Parkinson's Disease Support Group

Vendors & Money Exchange

Events serving alcohol on City of Manitowoc property must apply for Extension of Premise/Temporary Class "B" License, and provide Liquor Liability to the Clerk's Office.

Select all that apply to the event Collecting monetary donations

Expected revenue 1500.00

Revenue will be used for providing educational and informational resources, as well as connecting with community resources for our monthly meetings and socials. Also, for incurred expenses for planned field trips via bus transportation to Parkinson related events in NE Wisconsin

Route & Road Usage

Leave any of these blank if not applicable. Attach map at the end of application.

Where are cars parking? city parking spaces

Describe course markings and if this is a timed route NW corner of Washington Park, south on S 12th St., left onto Marshall St., turn onto S 11th St., continue onto to Washington St. and repeat that pattern during the two hour time frame

Event Structures

Select all that apply Tent(s) Waste removal service

Safety & Security

Depending on the size and nature of the event, the City may require medical and security services. Organizers should have a first aid kit at the minimum. Events that serve alcohol must ensure patrons are 21 years or older and at least one licensed bartender is on site.

Equipment & Facility Requests

Est. equipment cost per day 0

Waiver of Fees

Waiver of Fees for park and streets rental items may only be requested by a nonprofit organization. Consideration for granted waivers include nonprofit status, tourism impact, cost of fees, and overall positive impact to the community. Waiver of Fees are at the sole discretion of the City and are not guaranteed. This waiver does not waive late application, late application, and cancellation fees. Parties that receive waivers shall list the City of Manitowoc and Visit Manitowoc as sponsors of the event.

Are you requesting a Waiver of Fees?

Yes, we are a nonprofit 501(c)(3) or acting on behalf of one

Why should this Waiver of Fees be granted?

We are a non-profit organization that uses funds for local programming for our meetings, and for all necessary spending to support our members and their caregivers. And we are also classified as an outreach program of the Manitowoc Senior Center. Our funds and resources are limited and are needed for our yearly planned meetings and events. We are classified under IRS guidelines as a public charity group 509(a)(2)

Map

All Special Events must have a map. Clearly mark event elements including applicable street closures, park rental items, and routes.

Upload map and supporting documents



Washington Park.pdf

Legal Notice and Submission

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 Guidelines and 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.

Applicant date of birth

Thursday, June 4, 1959

Sign

Allan Brixius