

PARKS & RECREATION DEPT. SPECIAL EVENT APPROVAL FORM

DATE: 6/30/2026

EVENT NAME: Festival Foods Turkey Trot

ORGANIZER: John Stiloski - Festival Foods

E-MAIL ADDRESS: jstiloski@festfoods.com

EVENT DATE: 11/26/2026

NEW OR RECURRING: Recurring

LOCATION/DESCRIPTION: Family friendly walk/run event to help raise money for the YMCA of Manitowoc and the Boys & Girls Club. The event begins at Red Arrow Park and goes through the southeast part of the city. A DJ will be set up by the UWGB Manitowoc. Use of traffic control items.

CONCERNS:

RECOMMENDATION TO

APPROVE/DENY EVENT: Approve event.

WAIVER OF FEES

RECOMMENDATION: Approve waiver.

COUNCIL ACTION REQUIRED:

Waiver of the noise ordinance from 7 AM to 8 AM. Waiver of the park hours from 5 a.m. to 6 a.m. to allow for event setup. Approval of road closures for route: using parts of Jaycee Dr., S 9th St., Dewey St., Lakeside Blvd., Viebahn St., S 10th St., S 15th St., S 18th St., Manitou St., Summit St., S 11th St. & S 8th St. from 7 a.m. to 10 a.m.

ITEMS TO INCLUDE IN LETTER:

Organizer is responsible for obtaining written approval for a street closure from the affected property owners and/or residents.



Special Event Application

Sunday, May 17, 2026

General Event Information

Event name Festival Foods Turkey Trot
Location Red Arrow Park and surrounding streets
Date Thursday, November 26, 2026
Event time 8:00 AM - 10:00 AM
Setup start time Thursday, November 26, 2026 05:00
Takedown end time Thursday, November 26, 2026 11:30

Applicant Information

Name of Applicant John Stilowski
Organization Name Festival Foods Turkey Trot
Address 1734 Lawrence Drive
Depere, WI, 54220
Email jstiloski@festfoods.com
Phone number (920) 621-6327
On-site contact & phone number 9209735075
Security name & phone number Alex Matthias 920-973-5075

Event description

The festival foods turkey trot has been an ongoing event in Manitowoc for several years. This is a family friendly run/walk event on thanksgiving morning to help raise money for the YMCA of Manitowoc and the Boys and Girls Club. The event holds its registration and sign-up at the JFK fieldhouse the day before and the day of the event. The race starts in the Red Arrow parking lot and works along the lakeshore and through the community, eventually looping back into Red Arrow park. We have a DJ set up at the start in Red Arrow and a DJ set up new UW Manitowoc, near a point where the race splits between the 2 mile and the 5 mile course. After the event the participants receive a personal sized pumpkin pie along with some race recovery snacks.

Estimated total attendance 2000

Event Features

Select all that apply to the event Vendor(s) Accepting credit card sales/transactions

Expected revenue	45000
Revenue will be used for	Cost/Proceeds to local charities

Route & Road Usage

Road Closure

See attached form

Road Crossing

See Attached

Where are cars parking?

Lincoln High School parking lot and surrounding streets

Describe course markings and if this is a timed route

30+ Turn Signs

Time of amplified sound

7:00 AM - 10:00 AM

Amplified sound type

Music/MC

Event Structures

Select all that apply

Animals

Portable restrooms

Tent(s)

Safety & Security

Describe any assistance needed from the Police Dept. and/or Fire Dept.

During the morning of the race we have had both city and county cops help at intersections along the race. Police placement is shown along the maps provided in the attachments

Equipment & Facility Requests

Traffic control

Barricades 2'

Barricades 3' 12
\$7

Barricades 8' 5
\$8

Barricades 12' rail type

Channelizer drums 3'

Cones 18"

Cones 28"

Delineators 42" 230
\$5.50

"Road Closed" signs

"Road Closed Ahead" signs

Estimated cost per day 1389

Equipment will be dropped off at the discretion of DPI. Equipment request notes:

Equipment has typically dropped off at Red Arrow the day before the event to give use time to set up and stage the cones in past years. There is no plan to change that this year.

Waiver of Fees

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?

Request to have equipment fees waived as they have been in the past due to the non-profit nature of the event. Proceeds benefit the YMCA and Boys and Girls Club.

Map

Upload map and supporting documents



Road Closures_Interruptions (1).xlsx



DOC112524-11252024155949 (1) (1).pdf



DOC112524-11252024160437 (1) (1).pdf

Legal Notice and Submission

Applicant date of birth

Tuesday, October 1, 1996

Sign

Alex Matthias



