

SPECIAL EVENT COMMITTEE APPROVAL FORM

MEETING DATE: 12/20/2024

EVENT NAME: Flyover Silver Creek

ORGANIZER: Heavy Pedal Velo Club - Eric Schram

E-MAIL ADDRESS: schram973@gmail.com

EVENT DATE: 10/5/2024

NEW OR RECURRING: recurring

LOCATION/DESCRIPTION: Cyclocross bike race at Silver Creek Park using a structure known as a flyover. Brings about 300 people from all over the state. Using some parks equipment and the Fieldhouse. Set up on 10/4/24

COMMITTEE CONCERNS:

WAIVER OF FEES: Not approved

COMMITTEE DECISION:

APPROVE	DENY
Shawn Alfred /ec Todd Blaser /ec Courtney Hansen /ec Jason Freiboth /ec Dan Koski /ec Eric Nycz /ec	

COUNCIL ACTION REQUIRED:

ITEMS TO INCLUDE IN LETTER:

The City of Manitowoc reserves the right to amend its fee structure on a case-by-case basis. Factors include, but are not limited to, resources requested by the applicant, applicant classification, whether and to what extent the event benefits a charity, effect on the community, effect on tourism, history of the event, and potential scheduling conflicts.



Monday, December 11, 2023

Special Event Application

Approval Status

Not Started

General Event Information

Event name	Flyover Silver Creek
Location	Silver Creek Park
Date	Saturday, October 5, 2024
Event time	9:00 AM - 5:00 PM
Setup date & time	Friday, October 4, 2024 12:00
Takedown date & time	Saturday, October 5, 2024 17:00

Applicant Information

Name of Applicant	Eric Schram
Organization name	Heavy Pedal Velo Club
Address	N1873 Sleepy Hollow Rd Kewaunee, WI, 54216
Email	schram973@gmail.com
Phone number	(920) 629-1069
On-site contact name & phone number	Eric Schram 9206291069
Security name & phone number	same as above

Event Details

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

Event description

A cyclocross bike race. This event will be the 10th edition of our bike race. It's known as one of the best venues in the state, and it brings racers to our community from around the State. We appreciate the support the City has given us over the years, and we look forward to many more!

Estimated total attendance 300

Estimated total attendance from outside Manitowoc 250

Event website <https://www.facebook.com/flyoversilvercreek>

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 Food Trucks

Route & Road Usage

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

Road Closure

N/A

Road Crossing

N/A

Where are cars parking?

In main lot, near fieldhouse. At sledding hill parking lot for overflow

Describe course markings and if this is a timed route

Ribbon will be used throughout the park to designate the race course.

Time of amplified sound

9:00 AM - 4:00 PM

Amplified sound type

PA system

Event Structures

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.

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

N/A

Equipment & Facility Requests

Facility request

Silver Creek Park Fieldhouse

Athletic field request

Main field below sledding hills

Parks items

Post pounder

1
\$0 max. 3
 Power pedestal
 Safety vests
 Security stanchions
 Wooded snow fence 50' roll
 Plastic snow fence 50' roll 5
\$7 max. 17

Snow fence posts 30
\$2.50 max. 100

Tent 10'x20'

Ticket booth

Trash barrels

Traffic control

Barricades 2'

Barricades 3'

Barricades 8'

Barricades 12' rail type

Channelizer drums 3'

Cones 18"

Cones 28"

Delineators 42" 60
\$5.50

"Road Closed" signs

"Road Closed Ahead" signs

Est. equipment cost per day 110

Equipment request notes

line striper/chalk for lines

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?

As in the past we have been granted the fees be waived, and the City has graciously accepted our request. We are a grassroots group, and love to bring riders from the State to our community.

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



Questions and comments

Thank you for being such a great partner and supporter of our event!

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

Saturday, September 1, 1973

Sign

Eric Schram



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2024_FLYOVER SILVER CREE... .pdf

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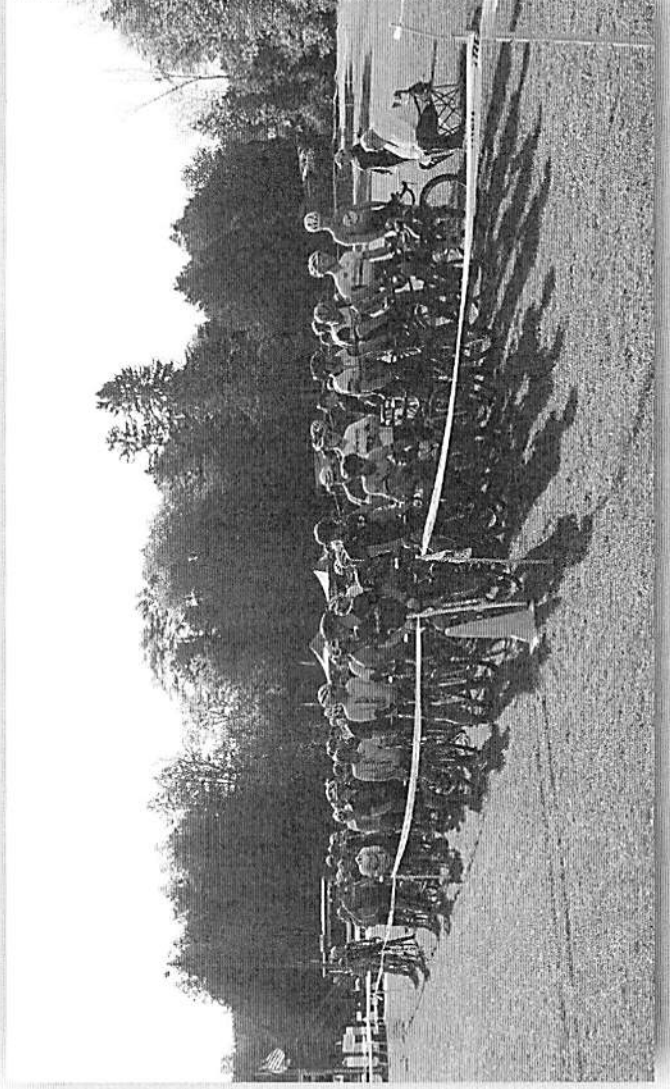
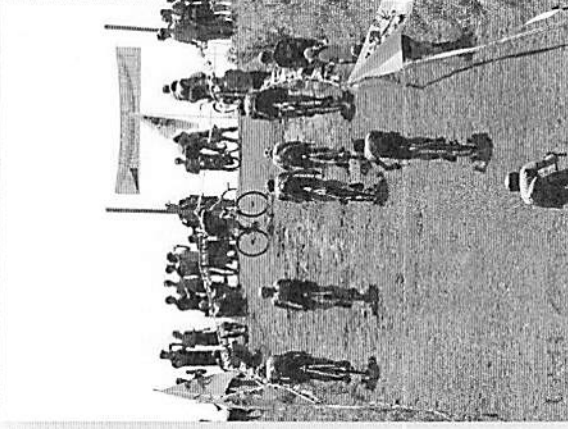
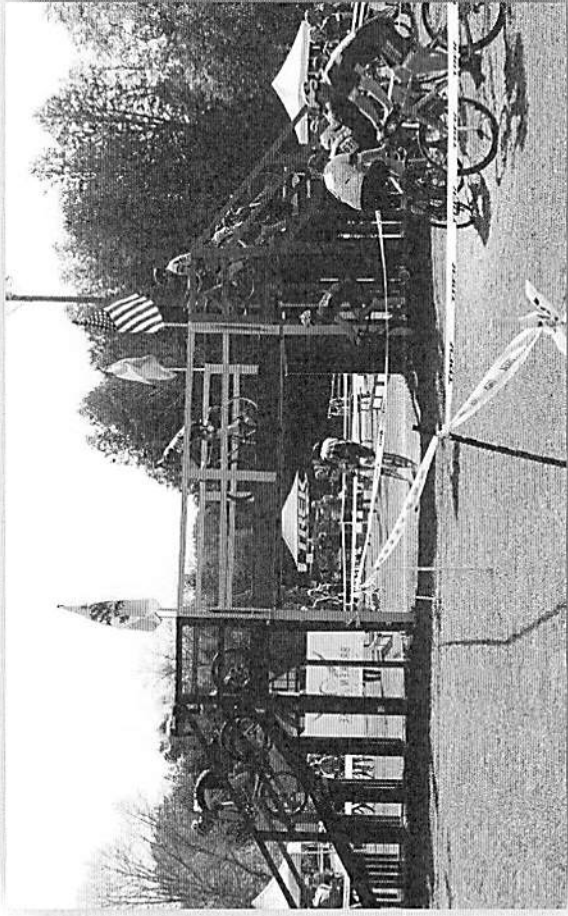
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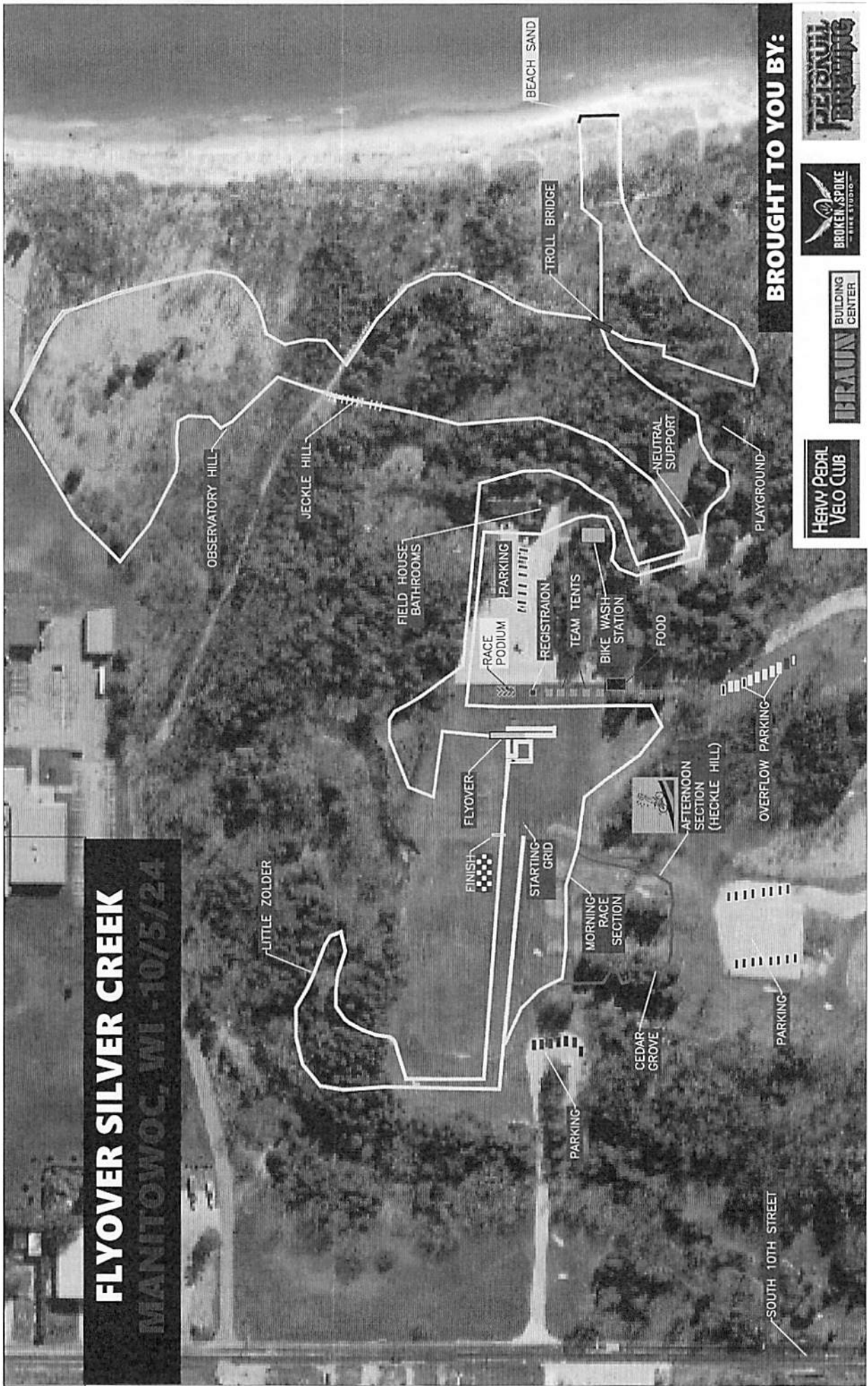
Eric Schram

FLYOVER SILVER CREEK



FLYOVER SILVER CREEK

MANITOWOC, WI - 10/5/24



BROUGHT TO YOU BY:

