

SPECIAL EVENT COMMITTEE APPROVAL FORM

MEETING DATE: 3/27/2024

EVENT NAME: Manitowoc Marine Band Concerts

ORGANIZER: Manitowoc Marine Band - RaeAnne Angel

E-MAIL ADDRESS: rangel@manitowocmarineband.org

6/20/24, 7/11/24,

EVENT DATE: 7/18/24, 8/2/24

NEW OR RECURRING: Recurring

LOCATION/DESCRIPTION: Manitowoc Marine Band's summer performances in Washington Park on the Metro Stage.

COMMITTEE CONCERNS:

WAIVER OF FEES: Granted

COMMITTEE DECISION:

APPROVE	DENY
Dan Koski /ch Courtney Hansen / ch Benjamin Kraynek / ch Jason Freiboth / ch Eric Nycz / ch	

COUNCIL ACTION REQUIRED:

ITEMS TO INCLUDE IN LETTER:

Thursday evening concerts will occur with new Thursday Night Food Truck Rallys held in the park on 12th Street.
Contact information has been sent for collaboration.



Tuesday, March 12, 2024

Special Event Application

Approval Status

Not Started

General Event Information

Event name	Manitowoc Marine Band Concerts
Location	Washington Park
Date	Thursday, June 20, 2024
Event time	6:30 PM - 7:30 PM
Setup date & time	Thursday, June 20, 2024 16:00
Takedown date & time	Thursday, June 20, 2024 21:00

Applicant Information

Name of Applicant	RaeAnne Angel
Organization name	Manitowoc Marine Band
Address	Lincoln Park Fieldhouse Manitowoc, WI, 54220
Email	rangel@manitowocmarineband.org
Phone number	(920) 629-6440
On-site contact name & phone number	Ginger VanElls (920) 901-5555
Security name & phone number	Scott Retszak (619)954-9452

Event Details

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

Event description

June 20 Concert
July 11 Host Two Rivers Community Band
July 18, concert
August 2, concert

Estimated total attendance 150

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 Vendor(s)

Route & Road Usage

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

Where are cars parking? Rental truck with equipment to park behind bandstand

Time of amplified sound 6:30 PM - 8:00 PM

Amplified sound type Vocals amplified, concert band instruments (not amplified)

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.

Equipment & Facility Requests

Facility request Washington Park Bandshell and bleachers

Special power or lighting request Power needed for HP Industry and sound amplification

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?

Manitowoc Marine Band is a 501(c)(3) nonprofit organization.

Map

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



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

Sunday, February 21, 1965

Sign

RaeAnne Angel