



Office of the
Clerk
106 Jones Street
PO Box 477
Watertown, WI 53094-0477
(920) 262-4006

August 1, 2025

TO: Members of the Public Safety & Welfare Committee

The following application has been made for a Special Event Permit:

Run Turkey Run from Sarah Sullivan to be held on November 27, 2025, during the hours of 7:00 a.m. to 12:00 p.m. with set up hours starting at 6:00 a.m. and clean up hours until 1:00 p.m.

Total estimated extraordinary charges for this event are \$33.12

Please see estimated extraordinary charges document for details.

Organization needs to submit an updated certificate of insurance (COI) ten days prior to the event. Recommendation that special event approval be contingent on receiving the updated COI.

Respectfully Submitted,

Megan Dunneisen, City Clerk

nf/MD