



Norwalk City Hall,
Recreation and Parks
Department
125 East Avenue, PO Box 5125
Norwalk, CT 06856-5125
203-854-7806

**RECREATION, PARKS & CULTURAL AFFAIRS COUNCIL COMMITTEE
BY VIDEO CONFERENCE AND TELECONFERENCE
WEDNESDAY, DECEMBER 8, 2021
7:00 PM
<https://www.norwalkct.org/Meetings>**



Members of the public can call in and listen to a meeting. They will not be able to speak or see any of the meeting participants. Each meeting will use a unique Meeting/Webinar ID. Please find the information using the link above.



Members of the public who wish to provide "live comments" will need to register in advance and use the Zoom meeting platform. All participants will be muted upon entering the meeting. To speak, click the "raise your hand indicator" and you will be called on by the host of the meeting during the public comment section. Please find the information using the link above.



Members of the public who wish to view the meeting, but are not participating, can view a live stream on the City of Norwalk YouTube channel. This stream is delayed by approximately 20 seconds. Please find the information using the link above. The meeting recording and minutes will be posted on the City of Norwalk website within seven (7) days after the meeting.



Members of the public who wish to provide public comment are encouraged to submit those via email in advance of the meeting. For these comments to be read into the record, they should be submitted at least three hours in advance of the meeting start time. Please email Dilene Byrd at dbyrd@norwalkct.org to provide written public comment prior to the meeting.

- I Roll Call
- II Minutes of November 10, 2021
- III Public Participation
- IV **Old Business**
- V **New Business**

The City of Norwalk reserves the right to cancel the Event for public health or safety reasons as determined by the City of Norwalk in its sole discretion. The City of Norwalk shall not be liable for damages arising from the cancellation of the Event.

1. Approve the use of Rowayton Elementary School Field and immediate surrounding grounds by Rowayton Elementary School PTA for their Carnival to be held on Friday, May 6, 2022 from 4:00 PM to 10:00 PM, and Saturday May 7, 2022 from 11:00 AM to 5:00 PM. Set-up to begin on Wednesday May 4, 2022 at 9:00 AM with tear-down no later than 5:00 PM on May 8, 2022. Approximate 200 (+) people.

2. Approve the use of Calf Pasture Beach and immediate surrounding grounds by Whittingham Cancer Center for their Whittingham Cancer Center Walk and Run to be held on Saturday, May 14, 2022 from 7:00 AM to 1:00 PM. Set-up to begin at 5:00 AM with tear-down no later than 1:00 PM. Approximate attendance 1500-2000 people.
3. Approve the use of Taylor Farms and immediate surrounding grounds by Multiple Myeloma Research Foundation for their Multiple Myeloma Research Foundation Team for Cures 5K Walk/Run to be held on Saturday June 4 from 7:30 AM to 11:30 AM. Set-up to begin Friday June 3, 2022 at 8:00 AM with tear-down no later than Saturday June 4, 2022 at 5:00 PM. Approximate attendance 450 people.
4. Approve the use of Calf Pasture Beach and immediate surrounding grounds by Alzheimer's Association Connecticut for their Walk to End Alzheimer's to be held on Sunday October 9, 2022 from 8:00 AM to 12:00 PM. Set-up to begin at 5:30 AM with a tear-down no later than 1:00 PM. Approximate attendance 1500 people.

VI Discussion



**CITY OF NORWALK
RECREATION, PARKS & CULTURAL AFFAIRS COUNCIL COMMITTEE
BY VIDEO CONFERENCE AND TELECONFERENCE
WEDNESDAY, NOVEMBER 10, 2021.
REGULAR MEETING
7:00PM.**

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Members of the public who wish to provide public comment are encouraged to submit those via e-mail in advance of the meeting. For these comments to be read into the record, they should be submitted at least three hours in advance of the meeting start time. Please email Dilene Byrd at dbyrd@norwalkct.org to provide written comment prior to the meeting.

ATTENDANCE: Darlene Young, Chair; Thomas Keegan; John Kydes; George Tsiranides; Manny Langella; Kadeem Roberts

STAFF: Ken Hughes, Acting Director, Parks and Recreation; Sandy Korkatzis, Superintendent of Recreation, Recreation and Parks; James Emery, Asst. Parking Director, TMP.

OTHERS: James Whipple, Shannon Whipple

I. ROLL CALL

Ms. Young called the meeting to order at 7:00PM.

II. MINUTES OF OCTOBER 13, 2021

**** MR. KEEGAN MOVED TO APPROVE THE MINUTES OF OCTOBER 13, 2021, AS SUBMITTED.**

**** THE MOTION PASSED UNANIMOUSLY.**

III. PUBLIC PARTICIPATION

There was no public participation this evening.

IV. OLD BUSINESS

There was no old business discussed this evening.

V. NEW BUSINESS

The City of Norwalk reserves the right to cancel the event for public health or safety reasons as determined by the City of Norwalk in its sole discretion. The City of Norwalk shall not be liable for damages arising from the cancellation of the event.

- 1. APPROVE THE USE OF CALF PASTURE BEACH AND IMMEDIATE SURROUNDING GROUNDS BY NORWALK DEPARTMENT OF RECREATION & PARKS FOR THEIR 1ST ANNUAL JINGLE BELL 5K TO BE HELD ON SATURDAY, DECEMBER 4, 2021 FROM 9:30AM TO 11:30 AM. SET-UP TO BEGIN AT 9:00AM WITH TEAR-DOWN NO LATER THAN 12:00PM. APPROXIMATELY 500 PEOPLE**

Ms. Korkatzis provided an overview of the event and said this is the first annual Jingle Bell 5K race and is encouraging any participant under the age of 18 to be with a parent, and the winning categories will be for ages of 10 and over. She said staff will do the best we can to get the word out to the residents in the area prior to the race and are working closely with the police department to keep it safe and will be minimizing the closures, and all the net proceeds will benefit the day camp. Ms. Young asked if 500 attendees is the normal amount for this type of race. Ms. Korkatzis said for Norwalk 500 tends to be large and currently we have 120 attendees registered.

**** MR. TSIRINIDES MOVED TO APPROVE THE USE OF CALF PASTURE BEACH AND IMMEDIATE SURROUNDING GROUNDS BY NORWALK DEPARTMENT OF RECREATION & PARKS FOR THEIR 1ST ANNUAL JINGLE BELL 5K TO BE HELD ON SATURDAY, DECEMBER 4, 2021 FROM 9:30AM TO 11:30 AM. SET-UP TO BEGIN AT 9:00AM WITH TEAR-DOWN NO LATER THAN 12:00PM. APPROXIMATELY 500 PEOPLE
** THE MOTION PASSED UNANIMOUSLY.**

2. APPROVE THE USE OF VETERAN'S PARK AND IMMEDIATE SURROUNDING GROUNDS BY NORWALK DEPARTMENT OF RECREATION AND PARKS FOR THEIR 30TH ANNUAL FITNESS FUN RUN TO BE HELD ON SATURDAY, DECEMBER 11, 2021, FROM 10:00AM TO 10:40AM WITH A RAIN DATE OF SUNDAY, DECEMBER 12, 2021. SET-UP TO BEGIN AT 7:00AM WITH TEAR-DOWN NO LATER THAN 11:30 AM. 1300 PEOPLE.

Ms. Korkatzis provided an overview of the event and said it is the 30th annual race and in the past the event had between 500 and 700 attendees and is mostly held on the sidewalks and will benefit the Norwalk Public Schools physical education department and their camps and is a great partnership.

**** MR. KEEGAN MOVED TO APPROVE THE APPROVE THE USE OF VETERAN'S PARK AND IMMEDIATE SURROUNDING GROUNDS BY NORWALK DEPARTMENT OF RECREATION AND PARKS FOR THEIR 30TH ANNUAL FITNESS FUN RUN TO BE HELD ON SATURDAY, DECEMBER 11, 2021, FROM 10:00AM TO 10:40AM WITH A RAIN DATE OF SUNDAY, DECEMBER 12, 2021. SET-UP TO BEGIN AT 7:00AM WITH TEAR-DOWN NO LATER THAN 11:30 AM. 1300 PEOPLE.
** THE MOTION PASSED UNANIMOUSLY.**

Ms. Korkatzis left the meeting at 7:15PM.

3. APPROVE THE USE OF VETERAN'S PARK AND IMMEDIATE SURROUNDING GROUNDS BY J.S. ENDURANCE FOR THEIR SONO HALF MARATHON/5K & KID RUN TO BE HELD ON SUNDAY, OCTOBER 2, 2022 FROM 8:30AM TO 12:00PM SET-UP TO BEGIN FRIDAY SEPTEMBER 30, 2022 AT 8:30AM WITH TEAR-DOWN NO LATER THAN OCTOBER 2, 2022 AT 3:00PM.

Mr. Whipple provided an overview of the event and said this will be the eighth year the event has been held and was moved to a Sunday a few years ago and start earlier which seems to be working well. He said he had a follow up with the police department following this year's race and they did not receive any complaints, and we are excited for next year and are expecting between 1500 and 1800 attendees. Mr. Tsirinides said he agrees that it works out much better for the residents and businesses being held on a Sunday. Mr. Kydes asked Mr. Hughes if he has any feedback. Mr. Hughes said that he works very closely with Mr. and Mrs. Whipple before, during and after the race and there are no issues. Ms. Young asked Mr. Whipple if he has built a relationship with any of the businesses in the area. Mr. Whipple said "yes" all of them and most of them offer specials for the race participants which they advertise through social media leading up to the race. Ms. Young said as the district B representative of where the race primarily takes place, and she would like to help to advertise and promote the event within the community.

**** MR. LANGELLA MOVED TO APPROVE THE APPROVE THE USE OF VETERAN'S PARK AND IMMEDIATE SURROUNDING GROUNDS BY J.S. ENDURANCE FOR THEIR SONO HALF MARATHON/5K & KID RUN TO BE HELD ON SUNDAY, OCTOBER 2, 2022 FROM 8:30AM TO 12:00PM. SET-UP TO BEGIN FRIDAY SEPTEMBER 30, 2022 AT 8:30AM WITH TEAR-DOWN NO LATER THAN OCTOBER 2, 2022 AT 3:00PM.
** THE MOTION PASSED UNANIMOUSLY.**

VI. DISCUSSION

1. Traffic, Mobility, and Parking signage recommendations for Calf Pasture Beach, presentation by James Emery, TMP.

Mr. Emery introduced himself and said he is the Asst. Parking Director and one of his responsibilities is the citation hearings that are held once a month for those that are that are contesting their citation. He said as part of the practice he looks at some of the common factors that come up during the hearings to see how he can help to mitigate citations. He said during the hearing he noticed one of the common factors was for the Calf Pasture Beach non-resident parking so he visited the beach and found some of the signage was not clear, and he did a complete inventory and audit of all the signs and put together a presentation with signage that would make it clear to those that are going to the beach.

Mr. Emery presented the signage recommendations and said currently when entering the beach if someone misses the non-resident parking area there are not any signs to direct someone on how to pay or if they even need to pay so there is some confusion. He said we would also like to unify the signs in every part of the beach which will help to clean up some of the signposts. He said his first recommendation is when entering the beach there is a wayfinding sign for the non-residents and the folks visiting Ripka's on how to get there which will also help to guide the non-residents into their parking area. He also recommended installing an updated residents only parking sign for the areas that are for resident only parking and unify them including along the sea wall.

Mr. Kydes asked that the purpose is for the jersey barriers. Mr. Hughes said that was something staff was asked to do this season and limited the non-resident parking to 100 spaces. Mr. Kydes asked if there is a limited number of spaces allocated to Ripka's parking and if they are monitored. Mr. Emery said "yes" it is monitored though license plate recognition and it is a 1 ½

hour maximum stay which is called out on the signs and there are 10 parking spaces allocated to Ripka's. Mr. Kydes said there are discussions of allowing access to the Cove Marina via Calf Pasture Beach where lanes may need to be refigured and asked if that has been included in the plans. Mr. Emery said "yes" and this solution that he is presenting is a low-cost solution that will help everyone and increase the revenue and when we get to the point to where the lot will be reconfigured, we will meet and have a discussion to be sure the signage is clear for that redevelopment purpose. Mr. Hughes said that lot will not be reconfigured at least for another year, so this is an interim solution until that is completed.

Mr. Keegan asked if different color striping was ever considered for non-resident parking. Mr. Hughes said that is the plan for the lot reconfiguration. Mr. Keegan said the more signs that can be removed the happier he will be. Mr. Emery agreed and said that is part of this process and will be able to remove approximately 30 signs that are currently installed. He said as part of the plan the signage will also be cleaned up along the sea wall and along the softball fields and unify them and will still send the same message but reduce the signage and make them clearer.

Mr. Kydes said the one complaint he receives is there are far too many out of towners using our parks and he has spoken with Mr. Travers regarding when people pay or dispute a ticket that the process is made simpler and perhaps be done online which may result in a cost savings to the city. Mr. Emery said that is something that he and Mr. Travers have discussed and is on his list of tasks and is a process and will take some time, but we do want to make the process simpler and more streamlined as well as offer multiple options to pay.

Mr. Kydes asked if there is an estimated cost for the proposed plan. Mr. Emery said most of the improvements is just signage and will not need to purchase any signposts so the cost is minimal, and he has done a brief estimate and he does not expect the cost to go above \$5,000, and once approved he will provide staff and the committee the actual cost and again this should reduce the revenue for citations that currently go to TMP and increase the revenue for parking which goes to Recreation and Parks.

Ms. Young asked when the plan will be implemented after the approval process. Mr. Emery said once the verbiage for the signs has been agreed upon the signs will just need to be ordered and usually takes three to five weeks for delivery, and once the order has been placed it could be completed in a month once the design has been approved.

Mr. Langella said it has been a pleasure working with everyone and the support staff was amazing, and thanked Ms. Young for connecting staff and the committee with the information which was also amazing, and it has been a pleasure working on this committee.

Mr. Tsirinides agreed and said that he has worked with Mr. Hughes for a long time, and he is the rock of the department, and Ms. Young stepped up and took charge of this committee and changed it for the better. He thanked everyone for doing a tremendous job and especially thanked the staff because they are the ones that get the job done at the end of the day.

Ms. Young said as the first time chairing a committee and she could not have asked for a better group of committee members, and she appreciates each and every one of them and she appreciates Mr. Hughes so very much. Mr. Hughes thanked the committee for all their support.

ADJOURNMENT

**** MR. TSIRINIDES MOVED TO ADJOURN.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 7:50PM.

Respectfully submitted,

Dilene Byrd

City of Norwalk Recreation & Parks Department Facility Rental Event Application Form

PLEASE PRINT

ORGANIZATION NAME: Parayton Elementary School PTA PERSONAL/FAMILY COMPANY/BUSINESS NON-PROFIT (501C3) Yes No

NAME OF BENEFICIARY: "J" Is this an Annual Event: Yes No # of years

NAME OF CORPORATE OFFICER AUTHORIZED TO EXECUTE THE LICENSE AGREEMENT: Meg Schwanhauser TITLE: Carnival Chairwoman

YOUR NAME: Meg Schwanhauser TITLE: Carnival chairwoman

ADDRESS: 1 Rotten Avenue E-MAIL ADDRESS: mschwanhauser@gmail.com

CITY: Parayton STATE: CT ZIP CODE: 06853

HOME PHONE: BUSINESS PHONE: CELL: 917-693-3295

FACILITY REQUESTED: RES Field FACILITY & EVENT INFORMATION # OF PARTICIPANTS: 200+

EVENT: Carnival DATE REQUESTED: May 6th, May 7th

SET UP TIME: Starting wed. May 4th STARTING TIME: 4pm - 10pm (6th) BREAKDOWN TIME: 5pm ENDTIME: May 8th RAIN DATE: X
11am - 5pm (7th) 6:5pm (RAIN DATE FOR BEACH RENTALS ONLY)

ARE YOU REQUESTING THE USE OF ALCOHOLIC BEVERAGES AND/OR BEER KEGS? YES NO

(PLEASE NOTE: NO GLASS OR BOTTLES ALLOWED AT CITY PARK PROPERTY, INCLUDING CRANBURY PARK)

SERVING FOOD: YES NO ARE YOU USING A FOOD TRUCK? YES NO NAME: Planet Pizza
Copps Island oyster + 2 others
TBD

ARE YOU REQUESTING A TENT? YES NO *ANY TENT (STRUCTURE) 10x10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO, ELECTRICAL LIGHTING EQUIPMENT, OVENS, GRILLS, ETC, REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPARTMENT ADDITIONAL EQUIPMENT, I.E. INFLATABLES MUST RECEIVE APPROVAL FROM DIRECTOR OF RECREATION & PARKS. IF APPROVED SEPARATE INSURANCE MUST BE PURCHASED AND PRESENTED. BOUNCE HOUSES AND DRONES ARE NOT ALLOWED ON ANY CITY PROPERTY, INCLUDING SCHOOL GROUNDS AND PARKS. VIOLATION OF THIS RULE MAY JEOPARDIZE FUTURE EVENTS IN THE CITY

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT? YES NO

ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT? YES NO

ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES? YES NO

WILL YOU BE USING TEMPORARY ELECTRICAL RESOURCES? YES NO

BEACH PERMITS ONLY:

WILL THE GROUP BE GOING INTO THE WATER IN ANY WAY, WADING, WALKING OR SWIMMING at the Beach? YES NO

WILL THE GROUP HAVE ANY ACTIVITIES NEAR OR AROUND THE WATER (including Splash Pad) at the Beach YES NO

IT IS THE GROUP SUPERVISOR'S RESPONSIBILITY TO CONTACT THE LIFEGUARD SUPERVISOR ON DUTY SO THAT ALL RULES AND REGULATIONS ARE CLEAR AND ADHERED TO

IS A WATER SAFETY INSTRUCTOR OR A CERTIFIED LIFEGUARD ACCOMPANYING YOUR GROUP? YES NO

If yes, name of person(s) _____ Each group should have accessible a list with all the children's names that are attending the outings for accountability in case of emergency

ANY QUESTIONS ANSWERED YES, PLEASE ANSWER ON SEPARATE SHEET & ATTACH TO APPLICATION

APPLICANT'S SIGNATURE: [Signature] DATE: 10/14/21

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: DATE TO COMMITTEE: 12/8 YES NO N/A

COMMON COUNCIL APPROVAL: DATE TO COMMITTEE: YES NO N/A

City of Norwalk Recreation & Parks Department

Facility Rental Event Application Form

PLEASE PRINT

PERSONAL/FAMILY _____
 COMPANY/BUSINESS _____
 NON-PROFIT (501C3) Yes No _____

ORGANIZATION NAME: Whittingham Cancer Center

NAME OF BENEFICIARY: Grace Linhard Is this an Annual Event: Yes No _____ #of years _____

NAME OF CORPORATE OFFICER AUTHORIZED TO EXECUTE THE LICENSE AGREEMENT: _____ TITLE: _____

YOUR NAME: Jaimie DeSisto TITLE: Manager, Special

ADDRESS: 34 Maple Street E-MAIL ADDRESS: jaimie.desisto@nuvancehealth.org

CITY: Norwalk STATE: CT ZIP CODE: 06611

HOME PHONE: _____ BUSINESS PHONE: 203.852.2022 CELL: 203.545.1916

FACILITY REQUESTED: Calf Pasture Beach FACILITY & EVENT INFORMATION # OF PARTICIPANTS 1500-2000

EVENT: Whittingham Cancer Center Walk and Run DATE REQUESTED: Saturday, May 14,

SET UP TIME: 5am STARTING TIME: 7am BREAKDOWN TIME: 1pm ENDTIME: Noon RAIN DATE: _____
 (RAIN DATE FOR BEACH RENTALS ONLY)

ARE YOU REQUESTING THE USE OF ALCOHOLIC BEVERAGES AND/OR BEER KEGS? YES NO

(PLEASE NOTE: NO GLASS OR BOTTLES ALLOWED AT CITY PARK PROPERTY, INCLUDING CRANBURY PARK)

SERVING FOOD: YES NO ARE YOU USING A FOOD TRUCK? YES NO NAME: _____

ARE YOU REQUESTING A TENT? YES NO *ANY TENT (STRUCTURE) 10 x 10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO, ELECTRICAL LIGHTING EQUIPMENT, OVENS, GRILLS, ETC. REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPARTMENT ADDITIONAL EQUIPMENT, i.e. INFLATABLES MUST RECEIVE APPROVAL FROM DIRECTOR OF RECREATION & PARKS. IF APPROVED SEPARATE INSURANCE MUST BE PURCHASED AND PRESENTED. BOUNCE HOUSES AND DRONES ARE NOT ALLOWED ON ANY CITY PROPERTY, INCLUDING SCHOOL GROUNDS AND PARKS. VIOLATION OF THIS RULE MAY JEOPARDIZE FUTURE EVENTS IN THE CITY

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT? YES NO

ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT? YES NO

ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES? YES NO

WILL YOU BE USING TEMPORARY ELECTRICAL RESOURCES? YES NO

BEACH PERMITS ONLY:

WILL THE GROUP BE GOING INTO THE WATER IN ANY WAY, WADING, WALKING OR SWIMMING at the Beach? YES NO

WILL THE GROUP HAVE ANY ACITIVITIES NEAR OR AROUND THE WATER (including Splash Pad) at the Beach YES NO

IT IS THE GROUP SUPERVISOR'S RESPONSIBILITY TO CONTACT THE LIFEGUARD SUPERVISOR ON DUTY SO THAT ALL RULES AND REGULATIONS ARE CLEAR AND ADHERED TO

IS A WATER SAFETY INSTRUCTOR OR A CERTIFIED LIFEGUARD ACCOMPANYING YOUR GROUP? YES NO

If yes, name of person(s) _____ Each group should have accessible a list with all the children's names that are attending the outings for accountability in case of emergency

ANY QUESTIONS ANSWERED YES, PLEASE EXPLAIN ON SEPARATE SHEET & ATTACH TO APPLICATION

APPLICANT'S SIGNATURE: Jaimie DeSisto

DATE: November 10, 2021

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: DATE TO COMMITTEE: _____ YES _____ NO _____ N/A _____
 COMMON COUNCIL APPROVAL: DATE TO COMMITTEE: _____ YES _____ NO _____ N/A _____

City of Norwalk Recreation & Parks Department

Facility Rental Event Application Form

PLEASE PRINT

PERSONAL/FAMILY _____
 COMPANY/BUSINESS _____
 NON-PROFIT (501C3) Yes No _____

ORGANIZATION NAME: Multiple Myeloma Research Foundation

NAME OF BENEFICIARY: Multiple Myeloma Research Foundation Is this an Annual Event: Yes No _____ #of years 11

NAME OF CORPORATE OFFICER AUTHORIZED TO EXECUTE THE LICENSE AGREEMENT: Jane Hoffman TITLE: Director, Events & Partnerships

YOUR NAME: Kat Thomas TITLE: Event Production Manager

ADDRESS: 55 E. Jackson Blvd. #1030 E-MAIL ADDRESS: kthomas@event360.com

CITY: Chicago STATE: IL ZIP CODE: 60604

HOME PHONE: _____ BUSINESS PHONE: 773.247.5360 x212# CELL: 505.908.1576

FACILITY & EVENT INFORMATION

FACILITY REQUESTED: Taylor Farms # OF PARTICIPANTS 450

EVENT: MMRF Team for Cures 5K Walk/Run DATE REQUESTED: June 3-4, 2022

SET UP TIME: 6/3/22 STARTING TIME: 6/4/22 BREAKDOWN TIME: 6/4/22 ENDTIME: 6/4/22 RAIN DATE: N/A
8:00AM 7:30AM 11:30AM 5:00PM (RAIN DATE FOR BEACH RENTALS ONLY)

ARE YOU REQUESTING THE USE OF ALCOHOLIC BEVERAGES AND/OR BEER KEGS? YES NO

(PLEASE NOTE: NO GLASS OR BOTTLES ALLOWED AT CITY PARK PROPERTY, INCLUDING CRANBURY PARK)

SERVING FOOD: YES NO ARE YOU USING A FOOD TRUCK? YES NO NAME: _____

ARE YOU REQUESTING A TENT? YES NO *ANY TENT (STRUCTURE) 10 x 10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO; ELECTRICAL LIGHTING EQUIPMENT, OVENS, GRILLS, ETC. REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPARTMENT. ADDITIONAL EQUIPMENT, I.E. INFLATABLES MUST RECEIVE APPROVAL FROM DIRECTOR OF RECREATION & PARKS. IF APPROVED SEPARATE INSURANCE MUST BE PURCHASED AND PRESENTED. BOUNCE HOUSES AND DRONES ARE NOT ALLOWED ON ANY CITY PROPERTY, INCLUDING SCHOOL GROUNDS AND PARKS. VIOLATION OF THIS RULE MAY JEOPARDIZE FUTURE EVENTS IN THE CITY

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT? YES NO

ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT? YES NO

ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES? YES NO

WILL YOU BE USING TEMPORARY ELECTRICAL RESOURCES? YES NO

BEACH PERMITS ONLY:

WILL THE GROUP BE GOING INTO THE WATER IN ANY WAY, WADING, WALKING OR SWIMMING at the Beach? YES NO

WILL THE GROUP HAVE ANY ACTIVITIES NEAR OR AROUND THE WATER (including Splash Pad) at the Beach? YES NO

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IS A WATER SAFETY INSTRUCTOR OR A CERTIFIED LIFEGUARD ACCOMPANYING YOUR GROUP? YES NO

If yes, name of person(s) _____ Each group should have accessible a list with all the children's names that are attending the outings for accountability in case of emergency

ANY QUESTIONS ANSWERED YES, PLEASE EXPLAIN ON SEPARATE SHEET & ATTACH TO APPLICATION

APPLICANT'S SIGNATURE: Jane Hoffmann

DATE: 11/18/21

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: DATE TO COMMITTEE: _____ YES _____ NO _____ N/A _____
 COMMON COUNCIL APPROVAL: DATE TO COMMITTEE: _____ YES _____ NO _____ N/A _____

City of Norwalk Recreation & Parks Department Facility Rental Event Application Form

PLEASE PRINT

ORGANIZATION NAME ALZHEIMER'S ASSOCIATION CONNECTICUT CHAPTER PERSONAL/FAMILY COMPANY/BUSINESS NON-PROFIT (501C3) Yes No
 NAME OF BENEFICIARY ALZHEIMER'S ASSOCIATION CT CHAPTER Is this an Annual Event Yes No # of years 20
 NAME OF CORPORATE OFFICER AUTHORIZED TO EXECUTE THE LICENSE AGREEMENT: Virginia Harbridge TITLE EXECUTIVE DIRECTOR
 YOUR NAME Cheryl Podob TITLE Development Manager FAIRFIELD COUNTY
 ADDRESS 70 NEW CANAAN AVE E-MAIL ADDRESS CSPODOB@ALZ.ORG
 CITY NORWALK STATE CT ZIP CODE 06850
 HOME PHONE _____ BUSINESS PHONE 203-907-5839 CELL 203-521-8218

FACILITY REQUESTED: CALE PASTURE BEACH FACILITY & EVENT INFORMATION # OF PARTICIPANTS APPROX 1500 (TBD)
 EVENT WALK TO END ALZHEIMER'S DATE REQUESTED: OCT 9, 2022
 SET UP TIME 5:30 AM STARTING TIME 8 AM BREAKDOWN TIME 12 PM ENDTIME 1 PM RAIN DATE: _____
 (RAIN DATE FOR BEACH RENTALS ONLY)

ARE YOU REQUESTING THE USE OF ALCOHOLIC BEVERAGES AND/OR BEER KEGS? YES NO

(PLEASE NOTE: NO GLASS OR BOTTLES ALLOWED AT CITY PARK PROPERTIES INCLUDING CRENBURY PARK)

SERVING FOOD: YES NO ARE YOU USING A FOOD TRUCK? YES NO NAME: _____

ARE YOU REQUESTING A TENT? YES NO *ANY TENT (STRUCTURE) 10 X 10 FEET OR LARGER INCLUDING, BUT NOT LIMITED TO:
 ELECTRICAL LIGHTING EQUIPMENT, OVENS, GRILLS, ETC. REQUIRES A SEPARATE PERMIT FROM THE CODE ENFORCEMENT DEPARTMENT
 ADDITIONAL EQUIPMENT, I.E. INFLATABLES MUST RECEIVE APPROVAL FROM DIRECTOR OF RECREATION & PARKS. IF APPROVED
 SEPARATE INSURANCE MUST BE PURCHASED AND PRESENTED. BOUNCE HOUSES AND DRONES ARE NOT ALLOWED ON ANY CITY
 PROPERTY, INCLUDING SCHOOL GROUNDS AND PARKS. VIOLATION OF THIS RULE MAY JEOPARDIZE FUTURE EVENTS IN THE CITY

ARE YOU REQUESTING TO USE DISPLAY ADVERTISING AT YOUR EVENT? YES NO
 ARE YOU REQUESTING TO SOLICIT CONTRIBUTIONS AT YOUR EVENT? YES NO
 ARE YOU REQUESTING TO SELL FOOD, BEVERAGES, GOODS OR WARES? YES NO
 WILL YOU BE USING TEMPORARY ELECTRICAL RESOURCES? YES NO

BEACH PERMITS ONLY

WILL THE GROUP BE GOING INTO THE WATER IN ANY WAY, WADING, WALKING OR SWIMMING at the Beach? YES NO
 WILL THE GROUP HAVE ANY ACTIVITIES NEAR OR AROUND THE WATER (including Splash Pad) at the Beach YES NO
 IT IS THE GROUP SUPERVISOR'S RESPONSIBILITY TO CONTACT THE LIFEGUARD SUPERVISOR ON DUTY SO THAT ALL RULES AND REGULATIONS
 ARE CLEAR AND ADHERED TO
 IS A WATER SAFETY INSTRUCTOR OR A CERTIFIED LIFEGUARD ACCOMPANYING YOUR GROUP? YES NO
 If yes, name of person(s) _____ Each group should have accessible a list with all the children's names that are attending the outings for
 accountability in case of emergency

ANY QUESTIONS ANSWERED YES, PLEASE EXPLAIN ON SEPARATE SHEET & ATTACH TO APPLICATION

APPLICANT'S SIGNATURE Cheryl 89 podob DATE 11/19/21

OFFICE USE ONLY

RECREATION & PARK COMMITTEE APPROVAL: DATE TO COMMITTEE _____ YES _____ NO _____ N/A _____
 COMMON COUNCIL APPROVAL: DATE TO COMMITTEE _____ YES _____ NO _____ N/A _____