

SPECIAL EVENT COMMITTEE APPROVAL FORM

MEETING DATE: 2/11/2026

EVENT NAME: Metro Jam

ORGANIZER: Metro Jam/Sunrise Rotary - Bob Mittnacht/Peggy Kadow

E-MAIL ADDRESS: rmittnacht@wi.rr.com

EVENT DATE: 6/19-20/2026

NEW OR RECURRING: Recurring

LOCATION/DESCRIPTION: Use of Washington Park to host a two-day free, public concert series. Revenue goes towards Manitowoc Sunrise Rotary community projects.

COMMITTEE CONCERNS:

WAIVER OF FEES: Approved

COMMITTEE DECISION:

APPROVE	DENY
Todd Blaser /ec Courtney Hansen /ec Eric Nycz /ec Brock Wetenkamp /ec	

COUNCIL ACTION REQUIRED:

Waiver of alcohol at Washington Park

ITEMS TO INCLUDE IN LETTER:

In the case of inclement weather, the organizer shall use the audio equipment to make an announcement letting spectators know of the emergency situation and to seek shelter. The noon siren will be turned off.



Special Event Application

Friday, January 23, 2026

General Event Information

Event name Metro Jam

Location Washington Park

Date Friday, June 19, 2026

End date if multiple day event and additional dates if applicable. 06/20/2026

Event time 12:00 PM - 10:00 PM

Setup start time Friday, June 19, 2026 07:00

Takedown end time Saturday, June 20, 2026 23:59

Applicant Information

Name of Applicant Bob Mittnacht / Peggy Kadow

Organization Name Metro Jam / Manitowoc Sunrise Rotary Club

Address 239 E. Chicago Street, Unit 605
Milwaukee, WI, 53202

Email rmittnacht@wi.rr.com

Phone number (414) 852-5718

On-site contact & phone number Bob Mittnacht (414) 852-5718

Security name & phone number Bob Mittnacht (414) 852-5718

Event description

47th Annual Metro Jam, a free admission live music concert with local, regional and national performers. Event to take place on the Metrostage in Washington Park with fencing set up around the bandshell and the perimeter of the paved basketball court area backstage which is used for entertainer parking and equipment set up. One tent to be set up on east side of bandshell which is used for entertainer hospitality. The second tent to be set up on the west perimeter of the park for food and beverage sales by the Manitowoc Sunrise Rotary Club. Public parking for the event will be on adjacent and local area streets. This is the same set up and park layout as in 2025. Event website: www.metrojam.org

Estimated total attendance 3000

Est. attendance from outside Manitowoc 300

Event Features

Select all that apply to the event

Alcohol sales

Food or drink sales

Vendor(s)

Food Trucks

Expected revenue

1500

Revenue will be used for

Sunrise Rotary Community Projects

Route & Road Usage

Road Closure

None

Road Crossing

Does not apply.

Where are cars parking?

Public parking for the event will be on adjacent and local area streets.

Describe course markings and if this is a timed route

Does not apply.

Time of amplified sound

12:00 PM - 10:00 PM

Amplified sound type

Live music

Event Structures

Select all that apply

Portable restrooms

Waste removal service

Safety & Security

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

Occasional drive by or walk through presence by City of Manitowoc Police as available would be appreciated on Friday, June 19, 2026, 7pm to 9:30pm and Saturday, June 20, 2026 4pm to 10pm at Washington Park.

Equipment & Facility Requests

Park and/or Athletic Field Request

Washington Park and MetroStage (\$100)

Do you need power or lighting?

Yes, power connection for stage by City electrician at 11:00am on Friday and disconnection at 11:00pm on Saturday. Also power for food and beverage stand.

Staging & risers

4'x8' Risers (6" tall) 6
\$20 max. 10

4'x8' Risers (12" tall)

4'x8' Risers (18" tall)

Staging 8'x12'

Portable Bandwagon 35'x8' (set up included)

Tables & seating

Banquet tables 8'x40' $\frac{12}{\$7 \text{ max } 22}$

Benches 4'

Metal folding chairs $\frac{24}{\$2 \text{ max } 200}$

Picnic tables 6' $\frac{8}{\$6 \text{ max } 20}$

Parks items

Post pounder

Power pedestal

Safety vests

Security stanchions $\frac{15}{\$7 \text{ max. } 18}$

Wooded snow fence 50' roll

Plastic snow fence 50' roll $\frac{10}{\$7 \text{ max. } 17}$

Snow fence posts $\frac{60}{\$2.50 \text{ max. } 100}$

Tent 10'x20' $\frac{2}{\$55 \text{ max. } 2}$

Ticket booth

Trash barrels

Traffic control

Barricades 2'

Barricades 3'

Barricades 8'

Barricades 12' rail type

Channelizer drums 3'

Cones 18" $\frac{10}{\$5.50}$

Cones 28"

Delineators 42"

"Road Closed" signs

"Road Closed Ahead" signs

Estimated cost per day 890

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

Equipment to be delivered and set up at Washington Park on Friday, June 19, 2026 at 8:00am. Take down and removal can be done on Monday, June 22, 2026. Please include a 8' long mat or rug to cover the sound cable crossing a park walkway. Power connection for stage by City Electrician at 11:00am on Friday and disconnection at 11:00pm on Saturday.

Waiver of Fees

Are you requesting a Waiver of Fees?

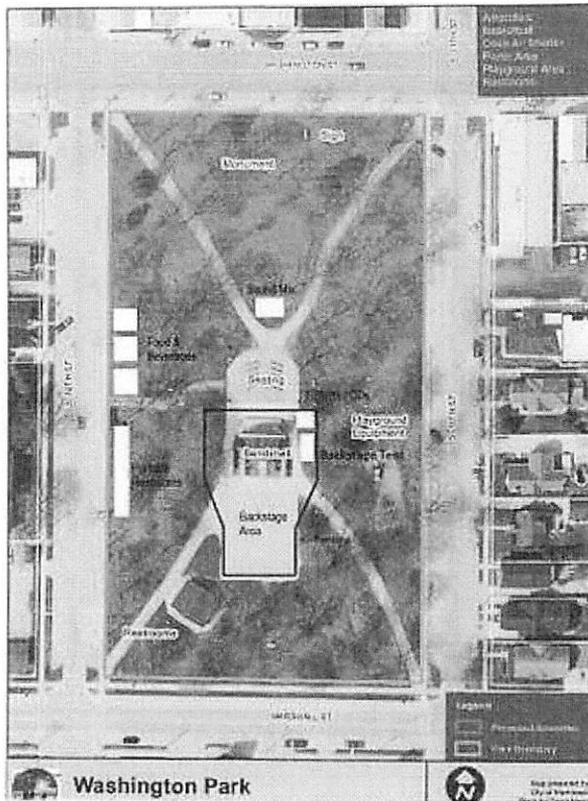
Yes, we are a nonprofit 501(c)(3) or acting on behalf of one

Why should this Waiver of Fees be granted?

We would request that any charges for City services or equipment rental please be waived. Metro Jam is in its 47th year and is a non-profit event organized entirely by unpaid volunteers as a free admission major music event. It is presented for city and area residents and also provides a significant tourism attraction resulting in hotel room usage overall benefiting the City of Manitowoc. We very much appreciate the City of Manitowoc's assistance with presenting Metro Jam! Thank you!

Map

Upload map and supporting documents



Questions and comments

Metro Jam is continuing our partnership with the Manitowoc Sunrise Rotary Club again this year and we are happy to be able to provide them with a great fundraising opportunity for their Foundation and the good work they do for the Manitowoc community.

Legal Notice and Submission

Would you like to meet with the Special Event Committee to discuss your event?

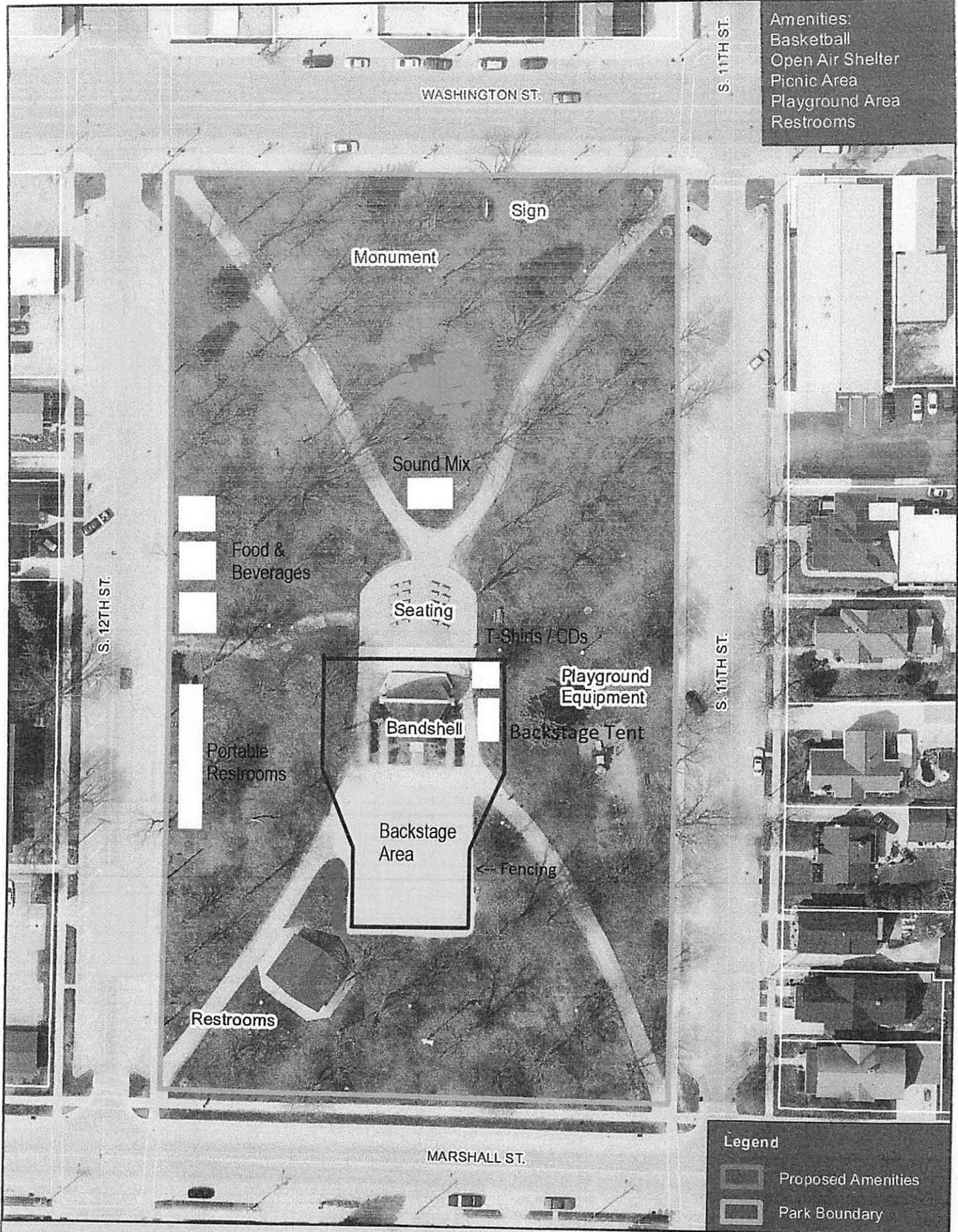
No

Applicant date of birth

Thursday, August 27, 1953

Sign

Bob Mittnacht



Amenities:
 Basketball
 Open Air Shelter
 Picnic Area
 Playground Area
 Restrooms

S. 11TH ST.

WASHINGTON ST.

Sign

Monument

Sound Mix

Food & Beverages

Seating

T-Shirts / CDs

Playground Equipment

Bandshell

Backstage Tent

Portable Restrooms

Backstage Area

← Fencing

Restrooms

S. 11TH ST.

S. 12TH ST.

MARSHALL ST.

Legend

-  Proposed Amenities
-  Park Boundary



Washington Park



Map prepared by:
 City of Manitowoc
 Planning Department