

SPECIAL EVENT COMMITTEE APPROVAL FORM

MEETING DATE: 3/11/2026

EVENT NAME: MPSD Summer Band Concert

ORGANIZER: MPSD - Kristin Woller

E-MAIL ADDRESS: wollerk@mpsd.school

EVENT DATE: 8/6/2026

NEW OR RECURRING: Recurring

LOCATION/DESCRIPTION: Use of Washington Park for a band concert by students grades 6-12.

COMMITTEE CONCERNS:

WAIVER OF FEES: Not granted

COMMITTEE DECISION:

APPROVE	DENY
Courtney Hansen /ec Eric Nycz /ec Todd Blaser /ec John Musial /ec Dan Koski /ec	

COUNCIL ACTION REQUIRED:

ITEMS TO INCLUDE IN LETTER:



Special Event Application

Wednesday, March 4, 2026

General Event Information

Event name MPSD Summer Band and Orchestra Concert

Location Washington Park Metro Stage

Date Thursday, August 6, 2026

Event time 12:00 PM - 1:30 PM

Setup start time Thursday, August 6, 2026 10:30

Takedown end time Thursday, August 6, 2026 14:00

Applicant Information

Name of Applicant Kristen Woller

Organization Name Manitowoc Public School District

Address 1144 N. 16th St.
Manitowoc, WI, 54220

Email wollerk@mpsd.school

Phone number (920) 323-2001

On-site contact & phone number 9203232001

Event description

Culmination concert for the Manitowoc Public Schools' course, "Summer Band and Orchestra 2026". Students grades 6-12 will be participating. Concert is approx 60 minutes.

Estimated total attendance 250

Est. attendance from outside Manitowoc 0

Event Features

Expected revenue 0

Revenue will be used for no revenue

Route & Road Usage

Where are cars parking? Street

Time of amplified sound 11:45 AM - 1:00 PM
Amplified sound type Live Music, microphone for announcing

Event Structures

Safety & Security

Equipment & Facility Requests

Park and/or Athletic Field Request Washington Park and MetroStage (\$100)

Do you need power or lighting? Power

Tables & seating

Banquet tables 8'x40'

Benches 4'

Metal folding chairs $\frac{90}{\$2 \text{ max } 200}$

Picnic tables 6'

Estimated cost per day 280

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?

The Manitowoc Public School District offers the Summer Band and Orchestra program for its middle school band and orchestra students. A key strength of this program is the involvement of high school students, who serve as "helpers" to mentor the younger participants while earning community service hours for Lincoln High School. Additionally, recent high school graduates join the teaching staff to gain valuable experience in music education. Running for 25 years, the Summer Band and Orchestra program concludes each year with a concert at the Metro Stage Band Shell.

Map

Upload map and supporting documents



2026 MPSD SBO Concert Map.pdf

Questions and comments

Rain Location will be Lincoln High School Auditorium (no alternate city location needed if rain)

Legal Notice and Submission

Would you like to meet with the Special Event Committee to discuss your event? No

Applicant date of birth Friday, June 16, 1978

Sign Kristen Woller

2026 MPSD Summer Band and Orchestra Concert

- Thursday, 8/6/26
 - 12:00pm Washington Park Bandshell
 - No street closures
 - Buses will drop off students and depart before concert
 - 80-90 chairs from bandshell and MPSD percussion equipment/piano/microphone and amp will be set up on stage
 - Audience will use the benches/grassy area of the park
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