

SPECIAL EVENT COMMITTEE APPROVAL FORM

MEETING DATE: 3/11/2026

EVENT NAME: Sputnikfest

ORGANIZER: Rahr-West Art Museum - Kim Andrastek

E-MAIL ADDRESS: kandrastek@manitowocwi.gov

EVENT DATE: 9/12/2026

NEW OR RECURRING: Recurring

LOCATION/DESCRIPTION: Street festival and 5k in front of the Rahr-West Art Museum to celebrate Manitowoc's Sputnik story.

COMMITTEE CONCERNS:

WAIVER OF FEES: Granted

COMMITTEE DECISION:

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

COUNCIL ACTION REQUIRED:

Road closure of Park St from N 7th St through St. Clair St from 6am on 9/11/26 to 9/13/26 until 7pm, and on N 8th St from State St through St Clair St for the same time period.

ITEMS TO INCLUDE IN LETTER:



General Event Information

Event name	Sputnikfest
Location	N. 8th & Park
Date	Saturday, September 12, 2026
End date if multiple day event and additional dates if applicable.	09/12/2026
Event time	11:00 AM - 6:00 PM
Setup start time	Friday, September 11, 2026 07:00
Takedown end time	Sunday, September 13, 2026 19:00

Applicant Information

Name of Applicant	Kim Andrastek
Organization Name	Rahr-West Art Museum
Address	610 N 8th Street Manitowoc, Wisconsin, 54220
Email	kandrastek@manitowoc.org
Phone number	(920) 686-3090
On-site contact & phone number	Greg Vadney 920-686-3090
Security name & phone number	Greg Vadney 920-686-3090

Event description

Sputnikfest will take place at N. 8th St & Park Streets. N. 8th Street should be closed to traffic from State Street to St. Claire Street. Additionally, Park St. should be closed from N. 7th St to N 9th Street.

40x80 band tent will be placed on N 8th St.in front of the Masquer's building. 30x60 tent will be set up in the RWAM parking lot. Both tents will be weighted down.

Road Closures Requested: 8th Street from State Street through St. Claire Street
6:00AM from 9/11/2026 thru 9/13/2026 7:00PM

Road closures requested: Park Street from N. 7th st. thru St Clair St. close at 6:00am from 9/11/2026-9/13/26 until 7:00PM

See attached maps for the event layout and for the 5K walk/run route. *

Estimated total attendance 3000
Est. attendance from outside Manitowoc 1500

Event Features

Select all that apply to the event Alcohol sales Food or drink sales Vendor(s)
Food Trucks Collecting monetary donations
Accepting credit card sales/transactions

Expected revenue 3000.00
Revenue will be used for RWAM Student Art Programing

Route & Road Usage

Road Closure

Road closures requested: Park Street from N. 7th st. thru N. 9th St. Close at 6:00AM from 9/11/2026-9/13/2026 until 7:00PM
N. 8th Street from State Street thru St Clair Street. close at 6:00AM from 9/11/26-9/13/26 until 7:00PM

Road Crossing During 5K Road crossings at Buffalo and Maritime drive. State and 7th, State and 6th, State and 5th.

Where are cars parking? Street parking on nearby streets, ADA parking in Museum parking lot.

Describe course markings and if this is a timed route This is not a timed route, 5K walk/run.

Time of amplified sound 11:00 AM - 6:00 PM

Amplified sound type music

Event Structures

Select all that apply Animals Portable restrooms Tent(s)
Waste removal service

Safety & Security

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

Saturday, 9/12/26, from 12:00pm-2:00pm, for the 5K, we will need traffic control at Buffalo St & Maritime Drive, also on Park Street at the intersections of N. 7th St, N. 6th St & N. 5th St. - please see the submitted map for route information.

We also request MPFD ladder truck at 6:00PM to do the Alien Drop Raffle on 9/12/26. Raffle will close the day of event at 5:45PM, Truck location will be at the intersections of N. 8th & Park St.

Equipment & Facility Requests

Staging & risers

4'x8' Risers (6" tall)

4'x8' Risers (12" tall)

4'x8' Risers (18" tall)

Staging 8'x12'

Portable Bandwagon 35'x8' (set up included) $\frac{1}{\$680 \text{ max. } 1}$

Tables & seating

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

Benches 4' $\frac{30}{\$6 \text{ max } 40}$

Metal folding chairs 75 $\frac{\$2 \text{ max } 200}$

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

Parks items

Post pounder

Power pedestal

Safety vests

Security stanchions

Wooded snow fence 50' roll

Plastic snow fence 50' roll

Snow fence posts

Tent 10'x20' $\frac{1}{\$55 \text{ max. } 2}$

Ticket booth

Trash barrels 20 $\frac{\$6 \text{ max. } 50}$

Traffic control

Barricades 2' $\frac{12}{\$7}$

Barricades 3'

Barricades 8' $\frac{20}{\$8}$

Barricades 12' rail type $\frac{10}{\$6}$

Channelizer drums 3'

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

Cones 28" $\frac{40}{\$5.50}$

Delineators 42"

"Road Closed" signs $\frac{10}{\$6}$

"Road Closed Ahead" signs $\frac{10}{\$6}$

Estimated cost per day 2158

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

Also need 2 ADA accessible 8' wooden picnic tables.
Need P.A. System with microphone, sound board, 2 speakers with stands.
10 sandbags.
Delivery Thursday- 9/10/26- Banquet tables, sandbags and two racks of chairs (75) can be delivered to sidewalk between parking lot and museum SW corner. PA System can be delivered in building.
Delivery Friday- 9/11/26- Bandshell can be delivered on Park Street facing the museum. Back of bandshell against south curb. One set of staging. 6 picnic tables, 1 ADA picnic table, 15 benches and 10 trash barrels to be delivered on the terrace across from bandshell. Delivered in NW corner of parish parking lot can be 10 trash barrels, 14 picnic tables and 1 ADA picnic table and 15 benches.
If portable restrooms are not in place at the time of delivery to Parish lot, utilize the grass area and parking lane on 8th St. Do not block delivery of portable restrooms. Thank you so very much!

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?

Internal Department within the City of Manitowoc

Map

Upload map and supporting documents


2026 Walk Run Map with detailed dire... .pdf



Layout.pdf

Questions and comments

The Walk Run Route may be extended to the Eagle Wayside, the committee is meeting to decide on this extension.

Legal Notice and Submission

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

No

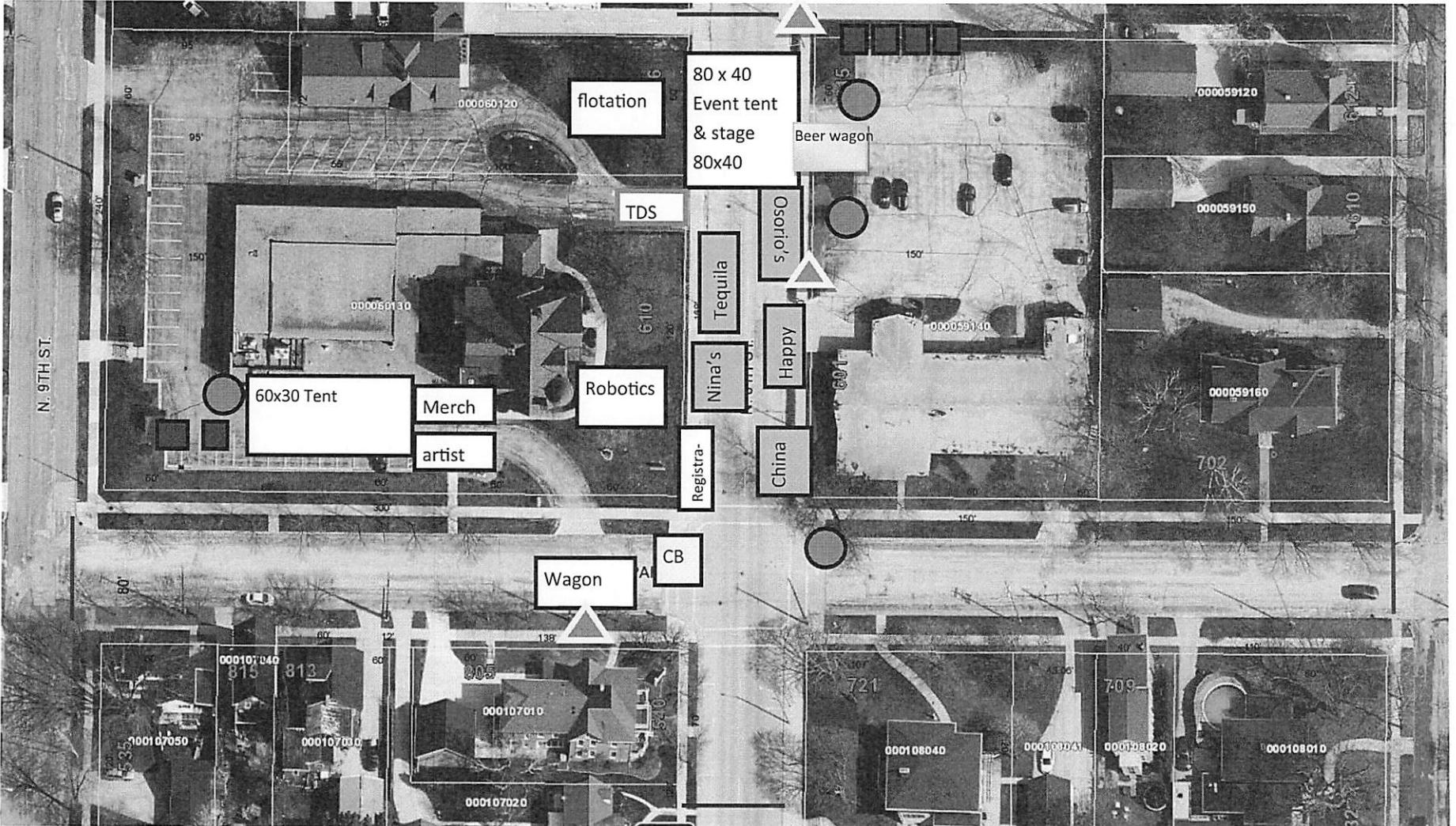
Applicant date of birth

Wednesday, August 14, 1963

Sign

Kim Andrastek

Road Closed sign on St Clare and 8th Street



Street closures to include Park Street from N. 7th to N. 9th
 N. 8th from State to St. Clair

Food Vendors

Portable sinks

Portable Toilets

Power



SPUTNIKFEST 5K WALK/RUN RACE ROUTE

**SPUTNIK FEST
5K WALK/RUN
RACE ROUTE**



START/
FINISH

Run
SOUTH
On 8th
Street
from
starting
line

Turn LEFT on State and run
EAST on sidewalk to North
4th Street

Turn
RIGHT
after
crossing
4th Street
and run
SOUTH

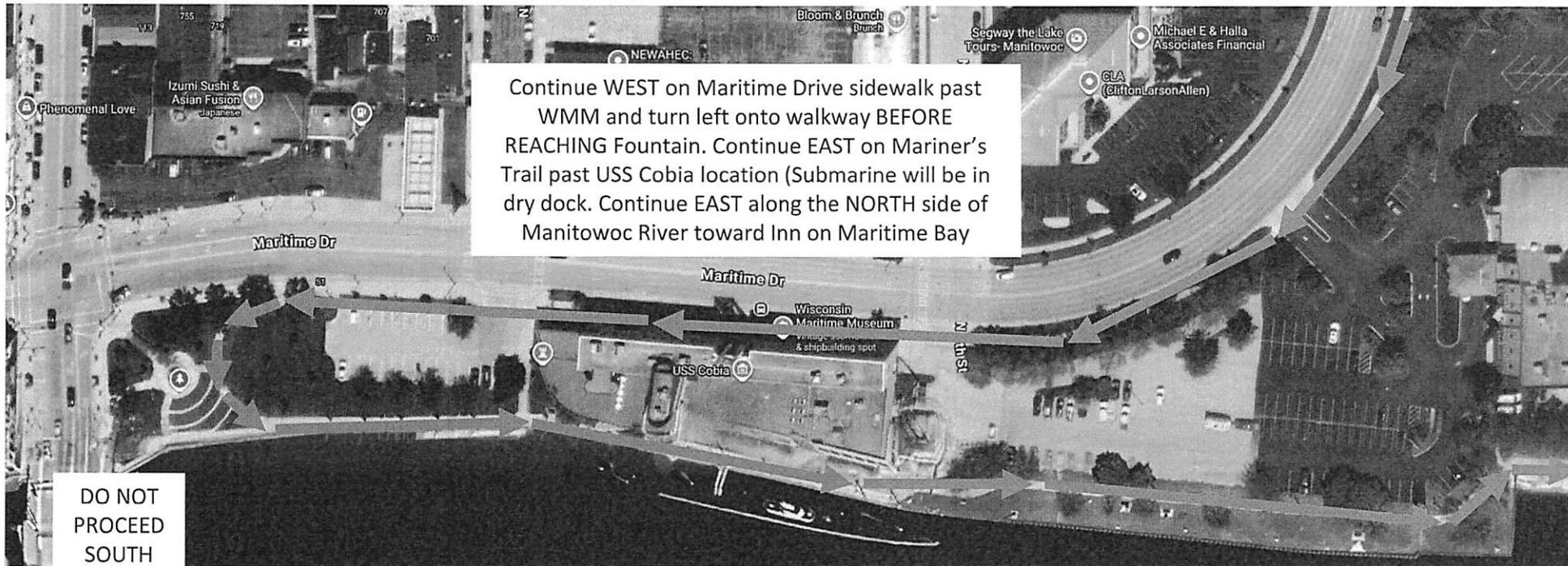
**SPUTNIKFEST
5K WALK/RUN
RACE ROUTE**



Continue SOUTH from 4th Street to 5th Street

Take LEFT onto Buffalo Street, CROSS Maritime Drive toward YMCA Turn RIGHT and run SOUTH, *THIS IS NEW TO 2025. Run SOUTHWEST on Maritime Drive past YMCA, Inn on Maritime Bay, and Wisconsin Maritime Museum

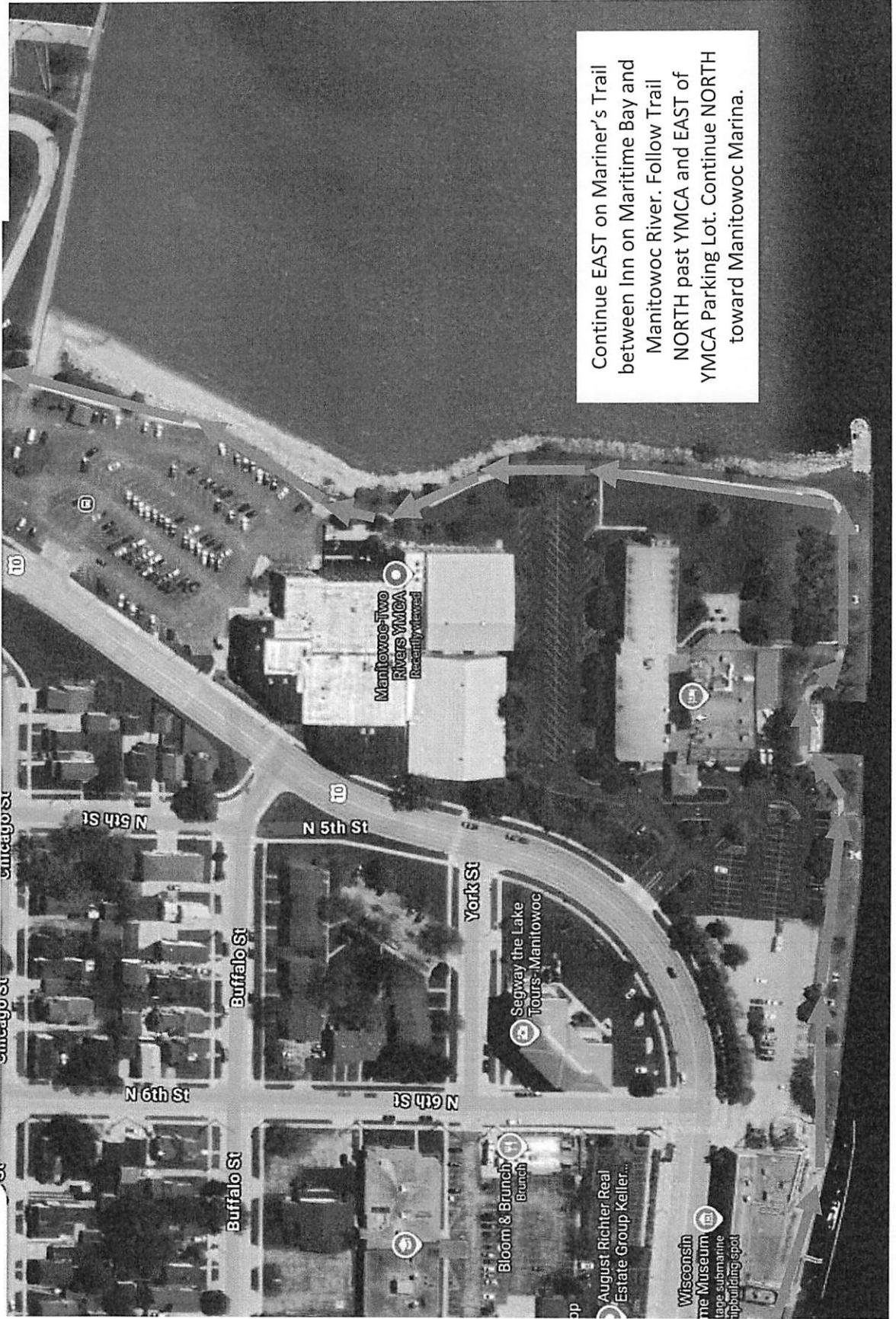
SPUTNIKFEST 5K WALK/RUN RACE ROUTE



Continue WEST on Maritime Drive sidewalk past WMM and turn left onto walkway BEFORE REACHING Fountain. Continue EAST on Mariner's Trail past USS Cobia location (Submarine will be in dry dock). Continue EAST along the NORTH side of Manitowoc River toward Inn on Maritime Bay

DO NOT PROCEED SOUTH ON N. 8TH STREET ACROSS BRIDGE

**SPUTNIKFEST
5K WALK/RUN
RACE ROUTE**



Continue EAST on Mariner's Trail between Inn on Maritime Bay and Manitowoc River. Follow Trail NORTH past YMCA and EAST of YMCA Parking Lot. Continue NORTH toward Manitowoc Marina.

SPUTNIKFEST 5K WALK/RUN RACE ROUTE



TURN AROUND at Water Station next to Lighthouse Pavilion and double back SOUTH on Maritime Drive Sidewalk, Staying on RIGHT SIDE

Continue SOUTH on Maritime Drive Sidewalk past Marina and YMCA parking lot

Turn RIGHT & CROSS MARITIME DRIVE at YMCA, CONTINUE North on 5th Street, EAST/NORTH on Lake Street - DOUBLING BACK THE EXACT ROUTE THAT LED FROM SPUTNIK SITE TO YMCA

Follow Mariner's Trail to WEST of Maniwoc Marina, staying to RIGHT of Maritime Drive Sidewalk. Continue NORTH from Marina to Lighthouse Pavilion