

Our intention is to have in-person meetings going forward. For the time being, we will hold the City Committee Meetings, Plan Commission, Council and most others at the Community Room at 933 Michigan Avenue. This in-person location will meet the legal requirement for our open meetings.

We will have a virtual option available, but the technology for the hybrid style meeting may not be reliable all of the time.

CITY OF STEVENS POINT PUBLIC POLICY AND GENERAL GOVERNMENT

December 12, 2022 - 6:00 PM

**Community Room
933 Michigan Avenue, Stevens Point, WI**

OR

Zoom Teleconferencing

Meeting ID: | Passcode:

By Computer:

<https://us02web.zoom.us/j/85274535212?pwd=QWpGK1Y2L1c1a2JVMXdnR3VPUi8wZz09>

By Phone: +1-312-626-6799 (US Chicago)

(A quorum of the City Council may attend this meeting)

AGENDA

Discussion and Possible Action on:

1. Roll Call.
2. License List:
 - A. Class "B" Beer License: Northward Adventures LLC at 4201 Main Street, Stevens Point for license period beginning April 01, 2023.
 - B. Class "A" Beer/"Class A" Liquor License: Kakan Inc. at 5474 US-10, Stevens Point for license period beginning December 20, 2022.
 - C. Change of Schedule Agent: WHRGOPS NW-WI-NWI LLC, 3650 Mansell Road, Alpharetta, GA 30022; Michelle Hizer, 3511 36th Street South, Wisconsin Rapids, WI agent at The Store 3239, 201 West Clark Street, Stevens Point, replacing Jose Mata.
 - D. Change of Scheduled Agent: Hilltop Pub and Grill Inc, 812 Fieldcrest, Stevens Point; Suzette M. Meyer 812 Fieldcrest, Stevens Point, WI agent at Hilltop Pub And Grill, 4901 Main Street, Stevens Point, replacing Michael Mitchell.
 - E. Secondhand Jewelry/Secondhand Article/Pawnbroker Licenses: E-Ways Sales & Pawn, 845 Akron Drive, Nekoosa, WI 54457 at 3296 Church Street,

Suite F, Stevens Point.

3. Request to Hold Event/Street Closing:
 - A. Summer CWSOlstice on June 22, 2023 (Recurring Event).
4. Adjournment.

Any person who has special needs while attending this meeting or needing agenda materials for this meeting should contact the City Clerk as soon as possible to ensure a reasonable accommodation can be made. The City Clerk can be reached by telephone at (715) 346-1569, TDD # 346-1556 or by mail at 1515 Strongs Ave., Stevens Point, WI 54481.

Copies of ordinances, resolutions, reports and minutes of the committee meetings are on file at the office of the City Clerk for inspection during normal business hours from 7:30 a.m. to 4:00 p.m.

LICENSE LIST
PUBLIC POLICY AND GENERAL GOVERNMENT
Monday, December 12, 2022

Class "B" Beer License:

1. **Northward Adventures LLC** at 4201 Main St, Stevens Point for license period beginning 04/01/2023

Class "A" Beer/"Class A" Liquor License:

1. **Kakan Inc.** at 5474 US-10, Stevens Point for license period beginning 12/20/2022

Change of Scheduled Agent

1. **WHRGOPS NW-WI-NWI LLC**, 3650 Mansell Rd, Alpharetta, GA 30022; Michelle Hizer, 3511 36th St S, Wisconsin Rapids, WI agent at The Store 3239, 201 W Clark St, Stevens Point, replacing Jose Mata.

Change of Scheduled Agent

1. **Hilltop Pub and Grill Inc**, 812 Fieldcrest, Stevens Point; Suzette M. Meyer 812 Fieldcrest, Stevens Point, WI agent at Hilltop Pub And Grill, 4901 Main St, Stevens Point, replacing Michael Mitchell.

Secondhand Jewelry/Secondhand Article/Pawnbroker Licenses:

1. E-Ways Sales & Pawn, 845 Akron Dr, Nekoosa, WI 54457 at 3296 Church St, Suite F, Stevens Point

SPECIAL EVENT PERMIT APPLICATION

Application Fee: \$35

- ☐ Exempt (Veterans, Schools, Funerals) ☐ Small (Less Than 100 Attendees)
☒ Medium (100-500 Attendees) ☐ Large (500+ Attendees)

OFFICE USE ONLY:

DATE: _____

AMOUNT: _____

RECEIPT: _____

Insurance: Medium and Large Events are required by City Ordinance 12.28(6)b to submit a Certificate of Insurance providing minimum combined single bodily injury and property damage of \$1,000,000.

Will provide upon approval

RECEIVED
NOV 14 2022
CITY CLERK'S
OFFICE

1. Please Select One: ☐ New Event ☒ Return Event as Previously Presented ☐ Return Event w/ Changes
2. Name of Event: Summer CWSOlstice
3. Name of Sponsoring Person or Organization: Central Wisconsin Symphony Orchestra
 Address: 800 Main St, PO Box 65 City: Stevens Point State: WI Zip Code: 54481
 Is this a 501 (C-3) non-profit organization? ☒ Yes ☐ No If Yes, Tax Exempt #: 008-0000340524-05
4. Contact Person: Tessa Taylor
 Phone: 715-345-7726 Email: ttaylor@cwso.org Fax: _____
 Address: 800 Main St, PO Box 65 City: Stevens Point State: WI Zip Code: 54481
5. Event Type: (Check All That Apply and Describe: Run/Walk, Concert, Festival, Picnic, Etc.)
☐ Athletic Event: _____
☐ Financial Gain Event on City Property: _____
☐ Free Public Event on City Property: _____
☒ Private Event: Fundraising Event - Summer Solstice Celebration 2023
☐ Other: Fundraising Event - Summer Solstice Celebration 2023
6. Event Date(s): June 22, 2023 Event Start Time: 6:00 PM Event End Time: 10:00 PM
7. Set Up Date and Time: Set up begin at 12:00 PM, Clean up by 11:00 PM (60x100 TENT TEAR DOWN THAT NIGHT OR NEXT MORNING)
8. Event Assembly Location: Mathias Mitchell Public Square
 Event Dispersal Location (if different from Assembly Location): _____
9. Estimated Attendance Of:
 Participants/Vendors: Possibly up to 3 Spectators/Attendees: 150-200 Vehicles: Unknown Animals: _____
10. Site Plan/Map of Event Attached [REQUIRED]: ☐ Yes ☒ No Possibly an ice cream truck to park on square. Tent to cover all square for private event and 1-2 porta porta potty on edge.
11. Street Closures Required? ☐ Yes ☒ No (If "Yes" Certificate of Insurance providing minimum combined single bodily injury and property damage of \$1,000,000 is required regardless of event size).
12. List of Street Blocks to Close for Event: _____
13. Briefly Describe Your Event (You May Attach Additional Pages, If Needed):
 Each year we have our Summer Solstice celebration fundraiser event. In 2022 we had it at the Pfiffner Building instead of the downtown square.
 The CWSO provides a band, raffles all under a tent in the square to celebrate the summer solstice. All attendees bring their own food and beverages.
14. Do You Require Any Other Special Assistance from the City?
 Possibly block off the event to the public. It will be a ticketed event.
15. Describe any additional needs from the City or City Facilities (Barricades, Fencing, Garbage Cans, City Facilities, Parks, etc.):
 Garbage cans needed, electrical outlets needed and possible fencing needed outside of 60x100 tent. We will provide a porta-potty rental that day.
16. Police Presence Needed? ☐ Police ☐ Auxiliary Officer (Contact Lt. Uitenbroek at buitenbroek@stevenspoint.com)
 Please Explain: No.

16. Will You Have Any of the Following? Check the Appropriate Boxes:

	Yes	No		Yes	No
1 Admission/Entry Fee	☒	☐	10 Erection of Tents/Temporary Structures—Area Greater than 400sq. ft. (Additional Permit Required—Contact Fire Dept & Ask for Officer on Duty: 715-344-1833) **60x100 tent set up for square	☒	☐
2 Alcoholic Beverages Served (Additional Permit Required—Contact City Clerk: 715-346-1569) **BYOB, we are not serving.	☐	☒	11 Financial Gain Activity	☒	☐
3 Amplification Equipment	☒	☐	12 Fireworks—Please Explain Below: (Additional Permit Required—Contact Fire Department & Ask for Officer on Duty: 715-344-1833)	☐	☒
4 Amusement Rides/Inflatables (Certificate of Insurance Required—Contact City Clerk's Office: 715-346-1569)	☐	☒	13 Food Prepared/Served (Additional Permit Required—Contact Portage County Health Dept: 715-345-5350 AND Fire Dept—Email the Fire Marshal at: sinnert@stevenspoint.com) **BYOF, we do not serve any	☒	☐
5 Boats/Snowmobiles/ATVs	☐	☒	14 Horses/Animals	☐	☒
6 Concession Sales	☐	☒	15 Musical Bands yes, small group.	☒	☐
7 Drive Anything Into the Ground (Utility Location Required \$25—Contact Parks Department: 715-346-1531)	☒	☐	16 Portable Toilets **Normally get 1, dropped off that morning, pickup next day	☒	☐
8 Electricity Needed	☒	☐	17 Vendor Displays/Sales **We will have raffles for sale & have a raffle license.	☒	☒
9 Erection of Tents/Temporary Structures—Area Less than 400sq. ft.	☒	☐			

Additional Explanation Here:

We have a tent company put up the 60x100 tent that morning 6/22/23, and tear down the morning after (6/23/22). Porta pottie(s) dropped off that morning and picked up the morning after as well. All other materials will be torn down that night. Attendees bring their own picnic dinner and own beverages. We do not provide food/beverages, only entertainment, raffles, and a celebration for the summer solstice.

I understand the filing of this application does not ensure the issuance of this permit. I also understand that all Special Event organizers and participants must comply with all applicable City Ordinances, traffic rules, park rules, state health laws, fire codes, and liquor licensing regulations. Additional fees such as park facilities, tent, and firework permits are in addition to the fees submitted for the Special Event Application.

NON-DISCRIMINATION, HOLD HARMLESS, INDEMNIFICATION AND DEFENSE

THE PERSON OR GROUP NAMED AS THE SPONSORING ORGANIZATION ON THIS APPLICATION WILL BE RESPONSIBLE FOR THE CONDUCT OF THE SPECIAL EVENT AND FOR THE CONDITION OF THE FACILITY. THE SPONSORING ORGANIZATION WILL NOT DENY ANY PERSON ANY BENEFIT OR OTHERWISE SUBJECT ANY PERSON TO DISCRIMINATION BECAUSE OF RACE, COLOR, CREED, NATIONAL ORIGIN, SEXUAL ORIENTATION, DISABILITY, RELIGION, GENDER IDENTITY, OR MEMBERSHIP IN ANY PROTECTED CLASS.

BY SIGNING THIS APPLICATION, THE SPONSORING PERSON OR ORGANIZATION LISTED ABOVE AGREES TO INDEMNIFY, DEFEND, AND HOLD THE CITY AND ITS OFFICERS, OFFICIALS, EMPLOYEES AND AGENTS HARMLESS AGAINST ALL CLAIMS, LIABILITY, LOSS, DAMAGE, OR EXPENSE INCURRED BY THE CITY ON ACCOUNT OF ANY INJURY TO OR DEATH OF ANY PERSON OR ANY DAMAGE TO PROPERTY CAUSED BY OR RESULTING FROM THE ACTIVITIES FOR WHICH THE PERMIT IS GRANTED.

NOTHING CONTAINED WITHIN THIS AGREEMENT IS INTENDED TO BE A WAIVER OR ESTOPPELS OF THE CONTRACTING MUNICIPALITY OR ITS INSURER TO RELY UPON THE LIMITATIONS, DEFENSES, AND IMMUNITIES CONTAINED WITHIN WISCONSIN LAW, INCLUDING THOSE CONTAINED WITHIN WISCONSIN STATUTES §§ 893.80, 895.52, AND 345.05. TO THE EXTENT THAT INDEMNIFICATION IS AVAILABLE AND ENFORCEABLE, THE CITY OF STEVENS POINT OR ITS INSURER(S) SHALL NOT BE LIABLE IN INDEMNITY OR CONTRIBUTION FOR AN AMOUNT GREATER THAN THE LIMITS OF LIABILITY FOR MUNICIPAL CLAIMS ESTABLISHED BY WISCONSIN LAW.

I hereby certify that the foregoing facts concerning my Special Event are true to the best of my knowledge:

Signature of Applicant: Tessa Taylor *Tessa Taylor* Date: 11/7/2022

*****Signature of Approval*****

Signature of City Clerk: _____ Date: _____