

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**

February 13, 2023 - 6:15 PM

(or immediately following previously scheduled meeting)

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

OR

Zoom Teleconferencing

Meeting ID: 838 0968 6903 | Passcode: 116181

By Computer:

<https://us02web.zoom.us/j/83809686903?pwd=eEVUUmQrYjNpc1ZwT3J1UUZYcmVaUT09>

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/Class "C" Wine License: Chef Chu's at 5720 Windy Drive, Suite A, Stevens Point for license period beginning February 21, 2023.
 - B. Temporary Class "B" Beer License: Central Rivers Farmshed, PO Box 191, Stevens Point for Local Food Fair @ Night on June 3, 2023 at 1100 Crosby Avenue, Stevens Point, WI 54481.
 - C. Temporary Class "B" Beer/"Class B" Wine License: St. Peter Parish, 800 Fourth Avenue, Stevens Point for St. Peter Parish Picnic on June 10 and 11, 2023 at 708 First Street, Stevens Point, WI 54481.
3. Request to Hold Event/Street Closing:
 - A. HMoob Week on May 7, 2023 (New Event).
 - B. Local Food Fair on June 3, 2023 (Recurring Event).
 - C. Point Block Run on March 3, 2023 and March 4, 2023 (Recurring Event).
 - D. SPASH HOSA Color Run on May 6, 2023 (Recurring Event).

4. Adjournment.

Meeting Rider

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 4:00p.m.

LICENSE LIST
PUBLIC POLICY AND GENERAL GOVERNMENT
Monday, February 13, 2023

Class "B" Beer/Class "C" Wine License:

1. **Chef Chu's** at 5720 Windy Dr, Suite A, Stevens Point for license period beginning 02/21/2023

Temporary Class "B" Beer License:

1. Central Rivers Farmshed, PO Box 191, Stevens Point for Local Food Fair @ Night on June 3, 2023 at 1100 Crosby Ave, Stevens Point, WI 54481

Temporary Class "B" Beer/"Class B" Wine License:

2. St. Peter Parish, 800 Fourth Ave, Stevens Point for St. Peter Parish Picnic on June 10-11, 2023 at 708 First St, Stevens Point, WI 54481

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: 1-30-23
 AMOUNT: 35.00
 RECEIPT: 128621398

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.

1. Please Select One: ☒ New Event ☐ Return Event as Previously Presented ☐ Return Event w/ Changes
2. Name of Event: HMoob Week of Portage, Wood and Marathon Counties
3. Name of Sponsoring Person or Organization: CAP Services
 Address: 2900 Hoover Rd. City: Stevens Point State: WI Zip Code: 54481
 Is this a 501 (C-3) non-profit organization? ☒ Yes ☐ No If Yes, Tax Exempt #: 39-1080897
4. Contact Person: Cindy Yang
 Phone: 715-340-5631 Email: Cyang@capmail.org Fax: _____
 Address: 1608 W. River Dr. 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: Stevens Point Downtown square.
☐ Private Event: _____
☐ Other: _____
6. Event Date(s): 5/7/23 Event Start Time: 10:00 AM Event End Time: 11:30 AM
7. Set Up Date and Time: 5/7/23 9:00 am
8. Event Assembly Location: Old Shopko parking lot, 1200 Main Street, Stevens Point
 Event Dispersal Location (if different from Assembly Location): Downtown Square. We will like to use the square for the event until 11:30 am.
9. Estimated Attendance Of:
 Participants/Vendors: _____ Spectators/Attendees: 100 Vehicles: _____ Animals: _____
10. Site Plan/Map of Event Attached [REQUIRED]: ☐ Yes ☒ No
 (Include Locations of Vendors, Tents, Portable Restrooms, Etc.)
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: 1200 Main Street to 913 Main Street Stevens Point
13. Briefly Describe Your Event (You May Attach Additional Pages, If Needed):
 Please see attachment.

14. Do You Require Any Other Special Assistance from the City?

15. Describe any additional needs from the City or City Facilities (Barricades, Fencing, Garbage Cans, City Facilities, Parks, etc.):

16. Police Presence Needed? ☒ Police ☐ Auxiliary Officer (Contact Lt. Uitenbroek at buitenbroek@stevenspoint.com)
 Please Explain: To keep the peace just in case there is any disturbances.

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)	☐	☒
2	Alcoholic Beverages Served (Additional Permit Required—Contact City Clerk: 715-346-1569)	☐	☒	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)	☐	☒
5	Boats/Snowmobiles/ATVs	☐	☒	14	Horses/Animals	☐	☒
6	Concession Sales	☐	☒	15	Musical Bands	☐	☒
7	Drive Anything Into the Ground (Utility Location Required \$25—Contact Parks Department: 715-346-1531)	☐	☒	16	Portable Toilets	☐	☒
8	Electricity Needed	☐	☒	17	Vendor Displays/Sales	☐	☒
9	Erection of Tents/Temporary Structures—Area Less than 400sq. ft.	☐	☒				

Additional Explanation Here:

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.

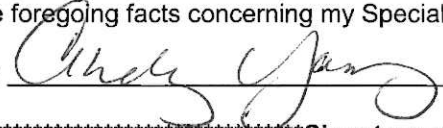
NON-DISCRIMINATION, HOLD HARMLESS, INDEMNIFICATION AND DEFENSE

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:  Date: 1/30/23

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

Signature of City Clerk: _____ Date: _____

13. Briefly describe your event:

We will be celebrating our 5th year of HMoob Week in Portage Co. However, we have added Wood and Marathon Counties to join in. Every year in May we want to honor, celebrate, and show what success looks like with Hmong folks within the community. We aim for May 14th as that was the fall of Long Cheng in Laos and when the Hmong folks had to flee for their safety.

We have a weeklong of events at different locations and virtually via our Facebook page. This year we would like to start our kickoff event out with a parade downtown on Main Street and to end at the square. This event would be from 10-11:30 am. We would like to start at the old parking lot of Shopko with folks wearing Hmong clothing and Hmong veterans in uniform. Once we reach the square, we would like to have all 3 mayors from each county provide a proclamation, share some Hmong veteran stories, a dancing performance, and a traditional folklore song.

This is to celebrate the Hmong people, culture, and show diversity within the community. We want to keep the culture alive with the younger generations and showing the community a glimpse of what the Hmong culture is like.



Wisconsin Sales and Use Tax Exemption Certificate

Form
S-211

Do not send this certificate to the Department of Revenue

Purchaser: Complete this certificate and give it to the seller.

Seller: If this certificate is not fully completed, you must charge sales tax. Keep this certificate as part of your records.

Check One ☒ Single Purchase ☐ Continuous

Purchaser Information			
Business Name CAP SERVICES		Type of Business Nonprofit organization ☒	
Business Address 2900 HOOVER RD STE A	City STEVENS POINT	State WI	ZIP Code 54481
Purchaser's Tax ID Number			State of Issue
If no Tax ID Number, enter one of the following:	FEIN 39-1080897	Driver's License Number/State Issued ID Number	State of Issue
Seller Information			
Name			
Address		City	State ZIP Code

Reason for Exemption

☐ Resale (Enter purchaser's seller's permit or use tax certificate number) _____

Manufacturing and Biotechnology

- ☐ Tangible personal property (TPP) or item under s.77.52(1)(b) that is used exclusively and directly by a manufacturer in manufacturing an article of TPP or items or property under s.77.52(1)(b) or (c) that is destined for sale and that becomes an ingredient or component part of the article of TPP or items or property under s.77.52(1)(b) or (c) destined for sale or is consumed or destroyed or loses its identity in manufacturing the article of TPP or items or property under s.77.52(1)(b) or (c) destined for sale.
- ☐ Machines and specific processing equipment and repair parts or replacements thereof, exclusively and directly used by a manufacturer in manufacturing tangible personal property or items or property under s.77.52(1)(b) or (c) and safety attachments for those machines and equipment.
- ☐ The repair, service, alteration, fitting, cleaning, painting, coating, towing, inspection, and maintenance of machines and specific processing equipment, that the above purchaser would be authorized to purchase without sales or use tax, at the time the service is performed. Tools used to repair exempt machines are not exempt.
- ☐ Fuel and electricity consumed in manufacturing tangible personal property or items or property under s.77.52(1)(b) or (c) in this state.
Percent of fuel exempt: _____ % Percent of electricity exempt: _____ %
- ☐ Portion of the amount of fuel converted to steam for purposes of resale. Percent of fuel exempt: _____ %
- ☐ Property used exclusively and directly in qualified research, by persons engaged in manufacturing at a building assessed under s. 70.995, by persons engaged primarily in biotechnology in Wisconsin, or a combined group member conducting qualified research for another combined group member that meets these requirements.

Farming (To qualify for this exemption, the purchaser must use item(s) exclusively and directly in the business of farming, including dairy farming, agriculture, horticulture, floriculture, silviculture, beekeeping or custom farming services.)

- ☐ Tractors (except lawn and garden tractors), all-terrain vehicles (ATV) and farm machines, including accessories, attachments, and parts, lubricants, nonpowered equipment, and other tangible personal property or items or property under s.77.52(1)(b) or (c) that are used exclusively and directly, or are consumed or lose their identities in the business of farming. This includes services to the property and items above.
- ☐ Feed, seeds for planting, plants, fertilizer, soil conditioners, sprays, pesticides, and fungicides.
- ☐ Breeding and other livestock, poultry, farm work stock, bees, beehives and bee combs.
- ☐ Containers for fruits, vegetables, bee products, grain, hay, and silage (including containers used to transfer merchandise to customers), and plastic bags, sleeves, and sheeting used to store or cover hay and silage. Baling twine and baling wire.
- ☐ Animal waste containers or component parts thereof (may only mark certificate as "Single Purchase").
- ☐ Animal bedding, drugs for farm livestock or bees, and milk house supplies.

Governmental Units and Other Exempt Entities

Enter CES No., If applicable

008-0000242751-08

- ☐ The United States and its unincorporated agencies and instrumentalities.
- ☐ Any federally recognized American Indian tribe or band in this state.
- ☐ Wisconsin state and local governmental units, including the State of Wisconsin or any agency thereof, Wisconsin counties, cities, villages, or towns, and Wisconsin public schools, school districts, universities, or technical college districts.
- ☒ Organizations meeting the requirements of section 501(c)(3) of the Internal Revenue Code. Wisconsin organizations must enter a CES number above.

Other

- ☐ Containers and other packaging, packing, and shipping materials, used to transfer merchandise to customers of the purchaser.
- ☐ Trailers and accessories, attachments, parts, supplies, materials, and service for motor trucks, tractors, and trailers which are used exclusively in common or contract carriage under LC, IC, or MC No. (if applicable) _____.
- ☐ Machines and specific processing equipment used exclusively and directly in a fertilizer blending, feed milling, or grain drying operation, including repair parts, replacements, and safety attachments.
- ☐ Building materials acquired solely for and used solely in the construction or repair of holding structures used for weighing and dropping feed or fertilizer ingredients into a mixer or for storage of such grain, if such structures are used in a fertilizer blending, feed milling, or grain drying operation.
- ☐ Tangible personal property purchased by a person who is licensed to operate a commercial radio or television station in Wisconsin, if the property is used exclusively and directly in the origination or integration of various sources of program material for commercial radio or television transmissions that are generally available to the public free of charge without a subscription or service agreement.
- ☐ Fuel and electricity consumed in the origination or integration of various sources of program material for commercial radio or television transmissions that are generally available to the public free of charge without a subscription or service agreement.
Percent of fuel exempt: _____ % Percent of electricity exempt: _____ %
- ☐ Tangible personal property and items, property and goods under s.77.52(1)(b), (c), and (d) to be resold by _____ on my behalf where _____ is registered to collect and remit sales tax to the Department of Revenue on such sales.
- ☐ Tangible personal property, property, items and goods under s.77.52(1)(b), (c), and (d), or services purchased by a Native American with enrollment # _____, who is enrolled with and resides on the _____ Reservation, where buyer will take possession of such property, items, goods, or services.
- ☐ Tangible personal property and items and property under s.77.52(1)(b) and (c) becoming a component of an industrial or municipal waste treatment facility, including replacement parts, chemicals, and supplies used or consumed in operating the facility. Caution: Do not check the "continuous" box at the top of page 1.
- ☐ Portion of the amount of electricity or natural gas used or consumed in an industrial waste treatment facility.
(Percent of electricity or natural gas exempt _____ %)
- ☐ Electricity, natural gas, fuel oil, propane, coal, steam, corn, and wood (including wood pellets which are 100% wood) used for fuel for residential or farm use.
- | | % of Electricity Exempt | % of Natural Gas Exempt | % of Fuel Exempt |
|--|-------------------------|-------------------------|------------------|
| ☐ Residential | _____ % | _____ % | _____ % |
| ☐ Farm | _____ % | _____ % | _____ % |
- Address Delivered: _____
- ☐ Percent of printed advertising material solely for out-of-state use. _____ %
- ☐ Catalogs, and the envelopes in which the catalogs are mailed, that are designed to advertise and promote the sale of merchandise or to advertise the services of individual business firms.
- ☐ Computers and servers used primarily to store copies of the product that are sent to a digital printer, a plate-making machine, or a printing press or are used primarily in prepress or postpress activities, by persons whose NAICS code is 323111, 323117, or 323120.
- ☐ Purchases from out-of-state sellers of tangible personal property that are temporarily stored, remain idle, and not used in this state and that are then delivered and used solely outside this state, by persons whose NAICS code is 323111, 323117, or 323120.
- ☐ Other purchases exempted by law. (State items and exemption). _____

I declare that the information provided is complete and accurate to the best of my knowledge, and that the product(s) purchased will be used in the exempt manner indicated. If a product is not used in an exempt manner, I will remit use tax on the purchase price at the time of first taxable use. I understand that failure to remit the use tax may result in a future liability, including tax, interest, and penalty.

CAUTION: Using this certificate to avoid paying sales tax may result in a fine of \$250 for each transaction for which the certificate is used

Signature of Purchaser

Print or Type Name

Title

Date

JADE PRITZL

A/P ACCOUNTANT

11-1-22

(DETACH AND PRESENT TO SELLER)

SPECIAL EVENT PERMIT APPLICATION

Application Fee: \$35

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

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.

OFFICE USE ONLY:

DATE: 1/26/23
 AMOUNT: \$35
 RECEIPT: 1.091787

- Please Select One: ☐ New Event ☐ Return Event as Previously Presented ☒ Return Event w/ Changes
- Name of Event: Local Food Fair @ Night
- Name of Sponsoring Person or Organization: Central Rivers Farmstead
 Address: PO Box 191 City: Stevens Point State: WI Zip Code: 54481
 Is this a 501 (C-3) non-profit organization? ☒ Yes ☐ No If Yes, Tax Exempt #: _____
- Contact Person: Trevor Pralle
 Phone: 715-572-6161 Email: trevor@farmstead.org Fax: _____
 Address: 1410 Canada Rd City: Platteville State: WI Zip Code: 54481
- 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: _____
☐ Other: _____
- Event Date(s): June 3rd 2023 Event Start Time: 4 Event End Time: 10
- Set Up Date and Time: 4pm June 3rd
- Event Assembly Location: Pinner Bandshell area
 Event Dispersal Location (if different from Assembly Location): Bank for N/A
- Estimated Attendance Of:
 Participants/Vendors: 200 Spectators/Attendees: 2000 Vehicles: _____ Animals: _____
- Site Plan/Map of Event Attached [REQUIRED]: ☒ Yes ☐ No
 (Include Locations of Vendors, Tents, Portable Restrooms, Etc.)
- 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).
- List of Street Blocks to Close for Event: N/A - Police did not require one last year
- Briefly Describe Your Event (You May Attach Additional Pages, If Needed):
The Local Food Fair gives opportunity to farmers, food producers, vendors and locally to eat food vendors a place to come together and celebrate Local. Central Rivers Farmstead puts this on every year. We simply flip this to night to offer Farmers time that does not conflict with the Saturday morning Farmers Market. Farmstead is a 501 c3
- Do You Require Any Other Special Assistance from the City?
Not outside of contracted amenities
- Describe any additional needs from the City or City Facilities (Barricades, Fencing, Garbage Cans, City Facilities, Parks, etc.):
Bathroom with basic toiletries
- Police Presence Needed? ☐ Police ☐ Auxiliary Officer (Contact Lt. Uitenbroek at buitenbroek@stevenspoint.com)
 Please Explain: None needed in the past

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)	☐	☒
2	Alcoholic Beverages Served (Additional Permit Required—Contact City Clerk: 715-346-1569)	☒	☐	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)	☒	☐
5	Boats/Snowmobiles/ATVs	☐	☒	14	Horses/Animals	☐	☒
6	Concession Sales	☒	☐	15	Musical Bands	☐	☒
7	Drive Anything Into the Ground (Utility Location Required \$25—Contact Parks Department: 715-346-1531)	☐	☒	16	Portable Toilets	☐	☒
8	Electricity Needed	☒	☐	17	Vendor Displays/Sales	☒	☐
9	Erection of Tents/Temporary Structures—Area Less than 400sq. ft.	☐	☒				

Additional Explanation Here:

Parade is a 501 c3 the main financial gain will be by the vendors

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.

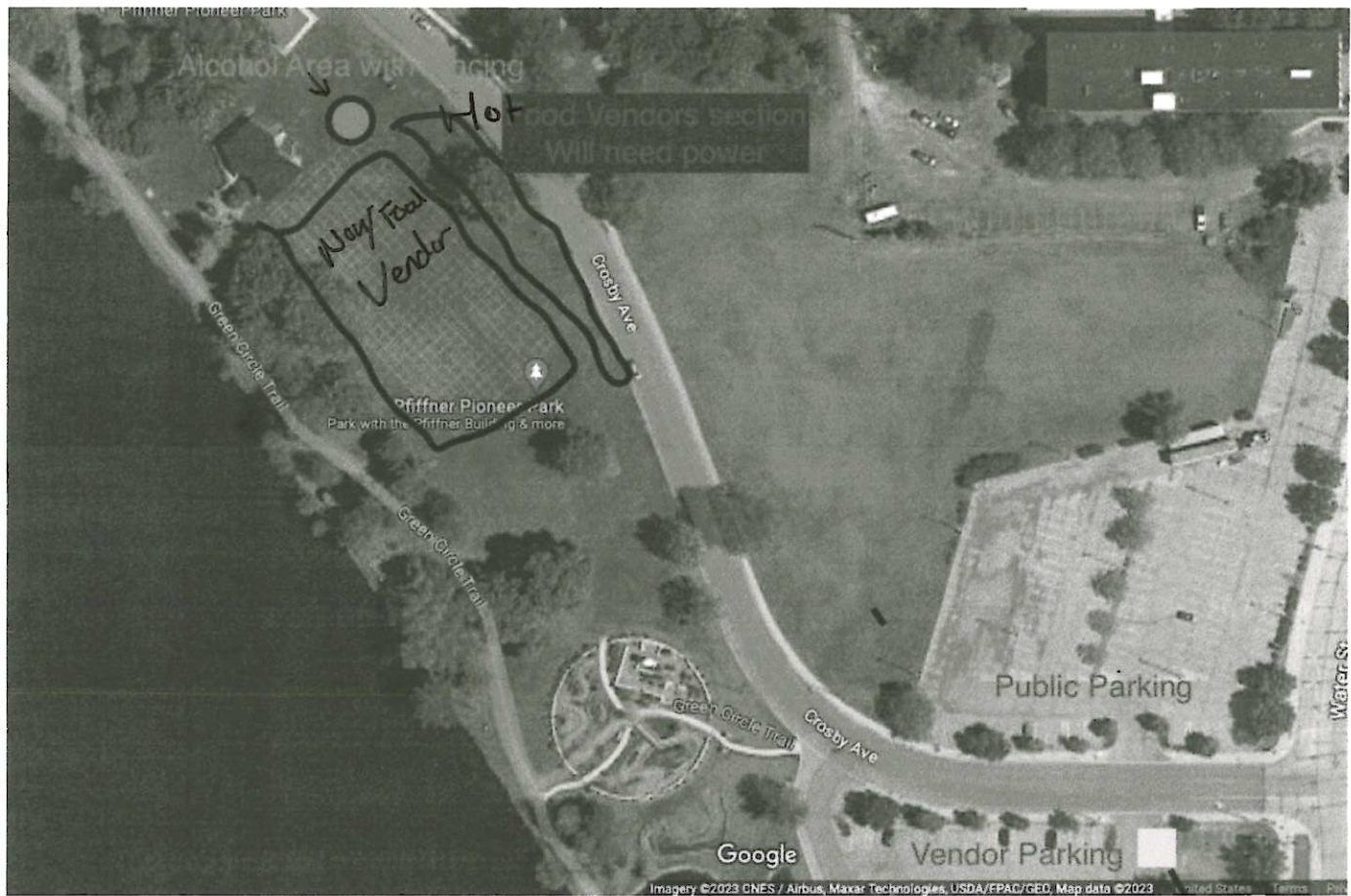
I hereby certify that the foregoing facts concerning my Special Event are true to the best of my knowledge:

Signature of Applicant: Tina D. [Signature] Date: 1/24/23

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

Signature of City Clerk:

Date:



SPECIAL EVENT PERMIT APPLICATION

OFFICE USE ONLY:

DATE: _____

AMOUNT: _____

RECEIPT: _____

Application Fee: \$35

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

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.

1. Please Select One: ☐ New Event ☒ Return Event as Previously Presented ☐ Return Event w/ Changes
2. Name of Event: Point Bock Run
3. Name of Sponsoring Person or Organization: Stevens Point Brewery
Address: 2617 Water St. City: Stevens Point State: WI Zip Code: 54481
Is this a 501 (C-3) non-profit organization? ☐ Yes ☒ No If Yes, Tax Exempt #: _____
4. Contact Person: Julie Birrenkott
Phone: 715-252-3926 Email: julie@pointbeer.com Fax: _____
Address: 2617 Water St. 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: 5-mile run
☐ Financial Gain Event on City Property: _____
☐ Free Public Event on City Property: _____
☐ Private Event: _____
☐ Other: _____
6. Event Date(s): 03/03/23 (5-7PM) and 03/04/23 10AM - 4PM Event Start Time: _____ Event End Time: _____
7. Set Up Date and Time: Set up Wednesday - Friday, March 1-3
8. Event Assembly Location: Across the street from the Stevens Point Brewery
Event Dispersal Location (if different from Assembly Location): _____
9. Estimated Attendance Of:
Participants/Vendors: 2000 Spectators/Attendees: 1000 Vehicles: _____ Animals: _____
10. Site Plan/Map of Event Attached [REQUIRED]: ☒ Yes ☐ No
(Include Locations of Vendors, Tents, Portable Restrooms, Etc.)
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: See attached
13. Briefly Describe Your Event (You May Attach Additional Pages, If Needed):
Annual Point Bock Run is a 5-mile run, Saturday, March 4, 2023. The run will begin and end at the Stevens Point Brewery. It will begin at noon on Saturday, March 4th. The run will draw 2,000 runners of all ages and abilities with proceeds donated to promote and support healthy lifestyles in Central Wisconsin. After the run, enjoy brews from the Stevens Point Brewery in the heated tent across the street.
14. Do You Require Any Other Special Assistance from the City?
Yes, two contractual police officers.
15. Describe any additional needs from the City or City Facilities (Barricades, Fencing, Garbage Cans, City Facilities, Parks, etc.):

16. Police Presence Needed? ☒ Police ☐ Auxiliary Officer (Contact Lt. Uitenbroek at buitenbroek@stevenspoint.com)
Please Explain: _____

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)	☒	☐
2	Alcoholic Beverages Served (Additional Permit Required—Contact City Clerk: 715-346-1569)	☒	☐	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)	☒	☐
5	Boats/Snowmobiles/ATVs	☐	☒	14	Horses/Animals	☐	☒
6	Concession Sales	☒	☐	15	Musical Bands	☐	☒
7	Drive Anything Into the Ground (Utility Location Required \$25—Contact Parks Department: 715-346-1531)	☒	☐	16	Portable Toilets	☒	☐
8	Electricity Needed	☒	☐	17	Vendor Displays/Sales	☐	☒
9	Erection of Tents/Temporary Structures—Area Less than 400sq. ft.	☐	☒				

Additional Explanation Here:

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: Julie Birrenkott Date: 12/20/2023

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

Signature of City Clerk: _____ Date: _____

FRIDAY, MARCH 4th: Water St. CLOSED between Francis and Matilda
from 4:00 - 7:00 PM

SATURDAY MARCH 7TH

Both West-bound lanes of County Hwy HH from
Whiting Ave. to West River Dr. will be closed to traffic.
West-bound traffic will be re-routed to the right-hand
East-bound lane during the race. From approx
11:45 a.m. 1:15 p.m.

Water Street CLOSED from Francis to Whiting Ave.
from approx 11:45 a.m. – 1:15 p.m.

Water St CLOSED from Francis to Matilda from
approx. 9:00 a.m. – 4:00 p.m.

Whiting Ave will be CLOSED to County Hwy HH
until all runners have returned past the intersection
of Water St and Whiting Ave.

West River Dr. from HH to West Maple Ridge Dr
will be completely closed to all traffic from approx.
11:45-1:15 p.m. or until the street is cleared.



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.

1. Please Select One: ☐ New Event ☒ Return Event as Previously Presented ☐ Return Event w/ Changes
2. Name of Event: SPASH HOSA Color run
3. Name of Sponsoring Person or Organization: Stevens Point Area High School
 Address: 1201 North Point Drive City: Stevens Point State: WI Zip Code: 54481
 Is this a 501 (C-3) non-profit organization? ☒ Yes ☐ No If Yes, Tax Exempt #: 056613
4. Contact Person: Brett Lesniak
 Phone: 7153477787 Email: blesniak@pointsschools.net Fax: _____
 Address: 1201 North Point Drive 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: Run/Walk
☐ Financial Gain Event on City Property: _____
☐ Free Public Event on City Property: _____
☐ Private Event: _____
☐ Other: _____
6. Event Date(s): May 6th 2023 Event Start Time: 10:00 Event End Time: 2:00
7. Set Up Date and Time: May 6th 9am - 2:00 am
8. Event Assembly Location: Stevens Point Area High School
 Event Dispersal Location (if different from Assembly Location): _____
9. Estimated Attendance Of:
 Participants/Vendors: 100 Spectators/Attendees: 100 Vehicles: 50 Animals: _____
10. Site Plan/Map of Event Attached [REQUIRED]: ☒ Yes ☐ No
 (Include Locations of Vendors, Tents, Portable Restrooms, Etc.)
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: North Point Drive Outside the Front of SPASH leading toward the green circle trail.
13. Briefly Describe Your Event (You May Attach Additional Pages, If Needed):
The SPASH HOSA color run is a 5k run/walk raising money and awareness to CAP services youth center. The Event will start at SPASH and go through part of the green circle trail and end back at SPASH. After the run we will have a color party and end the event with food trucks.

14. Do You Require Any Other Special Assistance from the City?

15. Describe any additional needs from the City or City Facilities (Barricades, Fencing, Garbage Cans, City Facilities, Parks, etc.):

16. Police Presence Needed? ☐ Police ☒ Auxiliary Officer (Contact Lt. Uitenbroek at buitenbroek@stevenspoint.com)
 Please Explain: We will need Auxiliary Officers to block off North Point Drive Outside the Front of SPASH leading toward the green circle trail to ensure the safety of our color run participants.

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)	☐	☒
2	Alcoholic Beverages Served (Additional Permit Required—Contact City Clerk: 715-346-1569)	☐	☒	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)	☐	☒
5	Boats/Snowmobiles/ATVs	☐	☒	14	Horses/Animals	☐	☒
6	Concession Sales	☐	☒	15	Musical Bands	☐	☒
7	Drive Anything Into the Ground (Utility Location Required \$25—Contact Parks Department: 715-346-1531)	☐	☒	16	Portable Toilets	☒	☐
8	Electricity Needed	☐	☒	17	Vendor Displays/Sales	☒	☐
9	Erection of Tents/Temporary Structures—Area Less than 400sq. ft.	☒	☐				

Additional Explanation Here:

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.

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

Signature of Applicant: [Signature] Date: 2/2/13

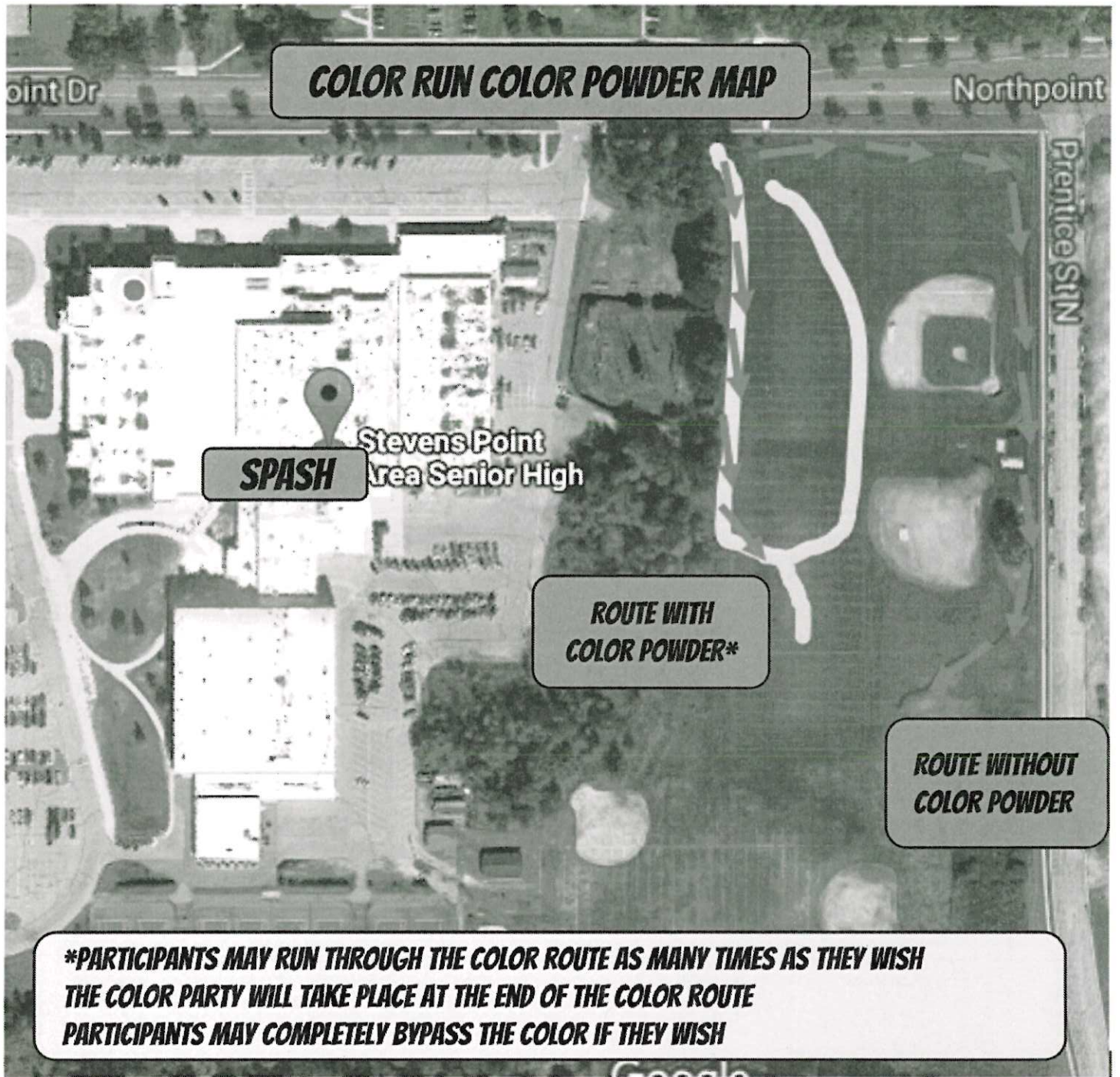
*****Signature of Approval*****

Signature of City Clerk:

Date:

COLOR RUN COURSE MAP





EVERY STEP SUPPORTS

Saturday, May 6th, 2023 @ 11:00 AM

SPONSORED BY: SPASH HOSA

All proceeds will directly benefit Cap Services: Youth Shelter!



What is a Color Run? With no winners or official times, the Color Run caters to everyone- from first time runners to seasoned athletes! **You can run, walk, or jog with your family and friends!** Please be aware that you will come home with very colorful clothes! Rain, snow, or shine, we will still have the run! You **MUST** register by April 20th, 2023 to receive a white Color Run t-shirt! After this date, we cannot guarantee t-shirts. **ANYONE, OF ANY AGE, CAN PARTICIPATE!**

Color Zone: The color zones will have volunteers who will throw non-toxic colored powder towards each "color runner." The volunteers will do their best to throw the powder at the torso, but the wind and other factors can cause the powder to get on the face. Please bring your own protective eyewear if needed. A color zone can be bypassed completely if a participant does not wish to go through it. -- For safety reasons, all color zones will be at the end of the run.

The Powder: The powder is a non-toxic powder that will likely wash out of clothing. However, we recommend that you wear light-colored clothing that you won't mind being "colored."

Course Map & Parking: The course map will be given at the event. The course is a little over 2 miles.

Color Party: At the end of each race, each participant can throw a bag of colored powder (of their choice) in the air at the same time. This is commonly known as a "Color Party". Each participant will be provided one bag of powder at the end of their race. The more color, the more fun!!!

Questions? Email: Brett Lesniak at blesniak@pointschools.net.

**REGISTER BY APRIL 20, 2023, TO GUARANTEE A
T-SHIRT!**

Forms **MUST** be turned into the SPASH Main Office by April 20, 2023 at 3:00 PM. OR, mail your registration form to SPASH- Must be postmarked by April 18, 2023.
SPASH, COLOR RUN, 1201 Northpoint Drive, Stevens Point, WI 54481

REGISTRATION FORM

2022 "EVERY STEP SUPPORTS"-

COLOR RUN

SPONSORED BY: SPASH HOSA

Date: **Saturday, May 6th, 2023**

Location: Pick-Up/
Drop-Off/ park your
car at SPASH: 1201
Northpoint Drive,
Stevens Point, WI,
54481

Check-In	10:15 - 11:00 AM
Start Time	11:00 AM
Color Party	11:45 - 12:00 AM

- Course will follow the Green Circle Trail from SPASH to Zenoff Park. It will then follow the Sculpture Park Trail, connecting to the Green Circle Trail, leading back to SPASH.
- **(A) Parent/ Guardian(s) must participate to accompany participants under 10y/o**
- **COST: \$20.00 PER PARTICIPANT.** Participants 4 and under are free, but they will not receive a t-shirt.

SECTION A: Permission and Consent to Medical Treatment/ Participation in Event /Release of Information:

In consideration of my/our entry being accepted, I waive any and all claims for ourselves, from the administrators, officials, sponsors, volunteers, employees, and all other organizations, including the City of Stevens Point, Portage County, and the Stevens Point Area School District (SPASD), connected with the SPASH (Stevens Point Area Senior High School) "RUN FOR LIFE" event, for injury or illness that may directly or indirectly result from participation in the event. I agree that photographs of myself or my child that were taken at the event may be used for any lawful purpose including publicity, illustration, advertising, and web/social content. I attest that I have full knowledge of the risks involved in this event, and am physically fit and sufficiently trained to participate in this event. I acknowledge that I will be passing through color zones, where the non-toxic colored powder will be thrown. I understand that failure to follow the code of conduct could result in immediate termination from the event. I do further authorize emergency treatment to be initiated at any medical facility to which I have been transported. I further agree that if I or my child receive medical treatment and/or is hospitalized, their/my name shall be released to the SPASD officials upon their request. **I understand that there are no refunds if the event is held as advertised. Furthermore, I understand that I must be present at the event to receive my t-shirt and other race supplies.**

SECTION B: Code of Conduct:

#1: Before and During Event #2: At Color Party

#1: The use of alcohol and/or drugs is strictly prohibited at the run. To protect your eyes, please wear sunglasses, or another form of protective eyewear, throughout the race. We recommend you wear a bandana over your mouth as the color powder throughout the race. There is no guarantee you won't be hit with the color. Please respect all participants. Please allow participants who plan on running the race to start before the people who will be walking the race. Please keep courteous; Please keep moving, and do not stop on the course. Please follow the directions provided by race officials and volunteers. If there is a medical emergency, please call 911 immediately. **NO ONE IS ALLOWED OUTSIDE OF THE COURSE BOUNDARIES.** Leaving the boundaries will lead to immediate suspension from the event. Please respect all of the sculpture art in the Sculpture Park Trail. Please follow all instructions given to you by race officials, SPASD staff, volunteers, and event coordinators.
#2: At 11:45AM, the "Color Party" will take place. If you wish to participate, you will be given a bag of colored powder of your choice at the end of the run. At the start time (listed above), everyone will open their bag and throw the contents into the air. Please do not throw your powder into the air until you are instructed to do so. Please throw your color powder bag away after the color party. Participants cannot leave the event grounds until a parent/guardian picks them up. Please have a ride arranged! Please follow all instructions given to you by race officials, volunteers, and event coordinators.

Rain, shine, or snow, we will still have the event!

**BY REGISTERING FOR THIS EVENT, AND BY SIGNING BELOW (IN THE SHADED COLUMN), YOU AGREE TO ALL OF THE TERMS LISTED WITHIN THIS FORM.
FAILURE TO FOLLOW THESE TERMS COULD LEAD TO SUSPENSION FROM THE EVENT.**

Participant First Name	Participant Last Name	Age	T-Shirt Size YS, YM, YL, YXL, S, M, L, XL, 2XL	Initial your agreement to each section *** (see above) ***	Participant Signature <u>If under 18, a guardian must sign.</u> *SEE STATEMENT ABOVE*	Medical Concerns
1.				A____ B____		ATTACH AN ADDITIONAL SHEET IF NECESSARY.
2.				A____ B____		
3.				A____ B____		
4.				A____ B____		
5.				A____ B____		
6.				A____ B____		
7.				A____ B____		

For emergency & registration question purposes: Phone Number #1: _____ Phone Number #2: _____

_____ x \$20.00 = \$ _____
participants > 4y/o GRAND TOTAL

Cash - or - Check (# _____) (circle)
Make checks payable to: "SPASH HOSA"

Forms MUST be turned into the SPASH Main Office by THURSDAY, April 20, 2023 at 3:00PM, OR mail your registration form to SPASH- Must be postmarked by Thursday, April 18, 2023.
SPASH, COLOR RUN, 1201 Northpoint Drive, Stevens Point, WI 54481