

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.

****Amended****

CITY OF STEVENS POINT PUBLIC POLICY AND GENERAL GOVERNMENT

June 12, 2023 - 6:05 PM

(or immediately following previously scheduled meeting)

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

OR

Zoom Teleconferencing

Meeting ID: 846 3173 7566 | Passcode: 282150

By Computer: [Zoom Link](#)

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 A" Beer & Liquor License: West Side Mobil at 232 West Clark Street, Stevens Point for license period beginning June 20, 2023.
 - B. "Class A" Beer & Liquor License Renewal: West Side Mobil at 232 West Clark Street, Stevens Point for license period beginning July 1, 2023.
 - C. Class "B" Beer License Renewal: Bow Wow Meow Boutique at 3449 Church Street, Stevens Point for license period beginning July 1, 2023.
 - D. Class "B" Beer/Class "C" Wine License: Pho Ever 21 at 5509 Highway 10 East, Stevens Point for license period beginning July 1, 2023.
 - E. ***Class B" Beer & Liquor License Renewal:
 1. CREATE Portage County at 1300 Maria Drive, Stevens Point for license period beginning July 1, 2023.
 2. The Cabin at 1338 Second Street, Stevens Point for license

- period beginning July 1, 2023.
3. The Outfit at 804 Main Street, Stevens Point for license period beginning July 1, 2023.
- F. Temporary Extension of Licensed Premise: Partner's Pub & Grill, 2600 Stanley Street, Stevens Point, request for temporary extension of licensed premise for a special event, June 26 to July 4, 2023 to include the area in the front of the building consisting of two to five tables for additional seating to accommodate for USGA Senior Open.
- G. Temporary Class "B" Beer License: Portage County Democratic Party, 2220 Division Street, Stevens Point for Portage County Democratic Party Picnic on August 27, 2023 at the Piffner Building at 401 Franklin Street, Stevens Point, WI 54481.
- H. Temporary Class "B" Beer/"Class B" Wine License:
1. Holy Spirit Parish, 2151 Stanley Street, Stevens Point for SpiritFEST on July 23, 2023 at 2151 Stanley Street, Stevens Point, WI 54481.
 2. Pacelli Catholic Schools, 1301 Maria Drive, Stevens Point for Panacea on September 8 to September 10, 2023 at 1301 Maria Drive, Stevens Point, WI 54481.
- I. Commercial Animal Establishment License Renewal:
1. The Barking Lot, 3432 Minnesota Avenue, Stevens Point; Pamela Schneider at 1937 Plover Street, owner.
 2. Country Paws Bed & Biscuit, 2107 Country Club Drive, Stevens Point; Laura Bronk, 2107 Country Club Drive, owner.
- J. Taxicab Company License:
1. Courtesy Cab at 5622 County Road B, Stevens Point, Kathleen Sankey.
 2. Northwoods Cab LLC at 2101 Nehring Street, Wausau, WI 54401, Aaron Schloemer.
 3. Spit Fire Transport at 100 Forest Street North, Stevens Point, Louis Patton.
- K. Taxicab Driver License:
1. Mary Colella at 4101 Hoover Avenue #38, Plover, WI 54467 for Courtesy Cab.
 2. Janice Dyer at 420 Sherman Avenue, Stevens Point for Courtesy Cab.
 3. Bruce Fletcher at 5622 County Road B, Stevens Point for Courtesy Cab.
 4. Michelle Kluck at 5283 State Highway 66, Stevens Point for Courtesy Cab.
 5. Robert Komperda at 3080 Lexington Place, Plover, WI 54467 for Courtesy Cab.
 6. Louis Patton at 100 Forest Street North, Stevens Point for Spit Fire Transport.
 7. Dennis Provisor at 5675 Crescent View Drive, Stevens Point for Courtesy Cab.
 8. Kathleen Sankey at 5622 County Road B, Stevens Point for Courtesy Cab.

9. Mark Zajackowski at 812 County Road NS, Milladore, WI 54454 for Courtesy Cab.
3. Hearing on appeal of rejected operator license for Breeann Hartle.
4. Request to Hold Event/Street Closing:
 - A. 39th Annual Riverfront Rendezvous on June 30, July 1, and July 2, 2023 (Recurring Event).
 - B. Democratic Party Picnic on August 27, 2023 (Recurring).
 - C. Dozynki Downtown on September 16, 2023 (Recurring Event).
 - D. Ki Mobility Company Picnic on August 17, 2024 (Recurring Event).
 - E. Request for Street Closure for the Fourth of July Parade on July 4, 2023 (Recurring Event).
 - F. Request for Street Closure for the 43rd United States Senior Open Championship on June 26 through July 2, 2023 (New Event).
5. Ordinance creating closed hours for Mathias Mitchell Public Square.
6. 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, June 12, 2023

"Class A" Beer & Liquor License:

1. **West Side Mobil** at 232 W Clark St, Stevens Point for license period beginning 06/20/2023

"Class A" Beer & Liquor License Renewal:

1. **West Side Mobil** at 232 W Clark St, Stevens Point for license period beginning 07/01/2023

Class "B" Beer License Renewal:

1. **Bow Wow Meow Boutique** at 3449 Church St, Stevens Point for license period beginning 07/01/2023

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

1. **Pho Ever 21** at 5509 Hwy 10 E, Stevens Point for license period beginning 07/01/2023

"Class B" Beer & Liquor License Renewal:

1. **CREATE Portage County** at 1300 Maria Dr, Stevens Point for license period beginning 07/01/2023
2. **The Cabin** at 1338 Second St, Stevens Point for license period beginning 7/1/2023
3. **The Outfit** at 804 Main St, Stevens Point for license period beginning 7/1/2023

Temporary Extension of Licensed Premise:

1. **Partner's Pub & Grill**, 2600 Stanley St, Stevens Point, request for temporary extension of licensed premise for a special event, June 26—July 4, 2023 to include the area in the front of the building consisting of 2-5 tables for additional seating to accommodate for USGA.

Temporary Class "B" Beer License:

1. Portage County Democratic Party, 2220 Division St, Stevens Point for Portage County Democratic Party Picnic on August 27, 2023 at Pfiffner Shelter at 401 Franklin St, Stevens Point, WI 54481

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

1. Holy Spirit Parish, 2151 Stanley St, Stevens Point for SpiritFEST on July 23, 2023 at 2151 Stanley St, Stevens Point, WI 54481
2. Pacelli Catholic Schools, 1301 Maria Dr, Stevens Point for Panacea, September 8—10, 2023 at 1301 Maria Dr, Stevens Point, WI 54481

Commercial Animal Establishment License Renewal:

1. The Barking Lot, 3432 Minnesota Ave, Stevens Point; Pamela Schneider at 1937 Plover St, owner
2. Country Paws Bed & Biscuit, 2107 Country Club Dr, Stevens Point; Laura Bronk, 2107 Country Club Dr, owner

Taxicab Company License:

1. **Courtesy Cab** at 5622 County Rd B, Stevens Point, Kathleen Sankey
2. **Northwoods Cab LLC** at 2101 Nehring St, Wausau, WI 54401, Aaron Schloemer
3. **Spit Fire Transport** at 100 Forest St N, Stevens Point, Louis Patton

Taxicab Driver License:

1. Mary Colella for Courtesy Cab at 4101 Hoover Ave #38, Plover, WI 54467
2. Janice Dyer for Courtesy Cab at 420 Sherman Ave, Stevens Point
3. Bruce Fletcher for Courtesy Cab at 5622 Cty Rd B, Stevens Point
4. Michelle Kluck for Courtesy Cab at 5283 State Hwy 66, Stevens Point
5. Robert Komperda for Courtesy Cab at 3080 Lexington Place, Plover, WI 54467
6. Louis Patton for Spit Fire Transport at 100 Forest St, Stevens Point
7. Dennis Provisor for Courtesy Cab at 5675 Crescent View Dr, Stevens Point
8. Kathleen Sankey for Courtesy Cab at 5622 Cty Rd B, Stevens Point
9. Mark Zajackowski for Courtesy Cab at 812 Cty Rd NS, Milladore, WI 54454

May 30, 2023

RECEIVED
JUN 02 2023
CITY CLERKS
OFFICE

Kari Yenter
City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481

Ms. Yenter –

I am requesting a review for my bartending license as I have been offered a position at Congress Club in Stevens Point. I am a recent graduate of SPASH with a 3.2+ average GPA who will be attending Mid-State in the fall to obtain my Associate Degree. The income from my position at the Congress Club will allow me to pay for college.

I have also been an employee at Papa Murphy's in Plover and was promoted to shift manager as soon as I turned 18 because of my strong work ethic.

I hope that you grant me my bartending license so I do not have to give up my bartending position, as it will affect my ability to better myself with further education.

Thank you for your assistance in a committee review. It is greatly appreciated.

Thank you,



Breeann Hartle

[REDACTED]

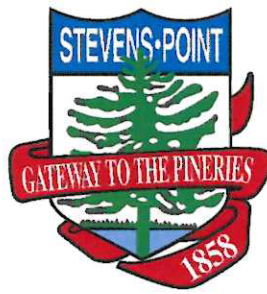
[REDACTED]

[REDACTED]

(updated address)

City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481-3594

FAX 715-346-1498



Kari Yenter
City Clerk
715-346-1569

May 22, 2023

Breeann Hartle
[REDACTED]

Dear Ms. Hartle:

The Stevens Point Police Department has rejected your application for an operator's (bartender's) license due to having possession of drug paraphernalia and possession of marijuana convictions within the past year. Under city ordinance, any person who has been convicted of possession of controlled substances and/or drug paraphernalia does not qualify for an operator's license for a period of one year post-conviction date. After one year from your conviction, you may reapply for a license.

If you wish a full hearing on this matter, kindly advise my office in writing and I will place your request on the agenda of the Public Policy and General Government Committee. Please note that the Committee meets on the second Monday of the month and the agenda is set the Tuesday prior. If I do not hear from you within the next 30 days, I will assume that you are withdrawing your request for a license at this time.

In accordance with the requirements set by the Council, you may reapply for an operator's license once all the requirements to hold a license are met and there are no further violations. However, you are advised to contact the Stevens Point Police Department and discuss your situation if you decide to reapply.

Sincerely,

A handwritten signature in cursive script that reads "Kari Yenter".

Kari Yenter
City Clerk

**CITY OF STEVENS POINT
OPERATOR/MANAGER'S LICENSE APPLICATION INFORMATION**

Below are the requirements to obtain an Operator's (Bartender) or Manager's License in the City of Stevens Point. Please read this form carefully prior to filling out your License application.

You, as the Applicant, must meet the following requirements before the City of Stevens Point will issue you a Operator (Bartender) or Manager's license.

A complete background check will be conducted by the Stevens Point Police Department. The Police Department will then make a report and recommendation to the City Clerk based on the below listed criteria. Note: In determining applicants qualifications, the Date of CONVICTION is used not date of incident or arrest.

Any omission, misrepresentation, or falsification of information will result in a recommendation of rejection of license privileges. The applicant shall be notified of omissions and may submit a new form after a waiting period of 60 days and remit a new application fee. In addition, the act(s) may result in prosecution for False Swearing, which carries a fine of up to \$10,000.00 or imprisonment not more than 5 years or both. If it becomes known after the license has been issued, it will be grounds for canceling license privileges.

Fingerprinting may be a requirement for identification.

REQUIREMENTS

1	Must be at least 18 years old for a Bartender's License.
2	Must be at least 21 years old for a Manager's License.
3	Must be a resident of Wisconsin for a Manager's License.
4	Must NOT have had a Felony Conviction within the last 5 years.
5	Must NOT be a registered sex offender.
6	Must NOT have had an OWI conviction within the past 1 year.
7	Must NOT have had three or more OWI convictions in the past 3 years.
8	Must NOT have had any criminal or ordinance CONVICTION within the last 1 year involving: Sale, Underage Possession or Underage Consumption of Alcohol or Possession of Controlled substances, Drug Paraphernalia.
9	Must NOT have had a sale or delivery of controlled substance CONVICTION within the past 5 years.
10	Must have complied with all court ordered assessments resulting from an operating under the influence or controlled substance conviction.
11	Must NOT owe any outstanding fees, taxes, delinquencies or judgments to the City of Stevens Point, Portage County including delinquent real estate taxes or must have made arrangements with the Comptroller/Treasurer for payment thereof.

I have read and understand the above requirements.

Applicants Signature

Date

7. All chaperons required by this ordinance shall be licensed bartenders or have obtained a certificate from the "Responsible Beverage Service Class."

8. The exterior of the premises shall be lighted so as to provide for the safety of patrons.

9. The separate room shall not contain any gambling paraphernalia or advertisement relating to alcohol or fermented malt beverage.

10. The Police Department may refuse to authorize underage presence on premises under subsection A. if the following has occurred:

- a. The applicant has violated any provisions of this section.
- b. The applicant has failed to comply with the information contained on a prior application.
- c. Laws of the City of Stevens Point or the State of Wisconsin were violated during a previously authorized date of operation.
- d. Events have taken place on a prior authorized date or dates which make the Police Department unable to further certify that the presence of underage persons on the licensed premise will not endanger health, welfare, or safety or that of other members of the community.

(13) Operator's License

(a) New Applications. The City Clerk shall be the designated municipal official for issuance of operator's licenses under Wis. Stats § 125.17. New applicants for an operator's license shall be issued a provisional license by the City Clerk in accordance with Section 125.17(5), Wisconsin statutes, if all other conditions of Section 125.04(5) of the Statutes have been met, until the responsible beverage server training course requirements have been fulfilled, but not to exceed 60 days from date of issuance. The provisional and regular license fee is set forth in Section 12.00. Upon successful completion of the training course, a regular operator's license shall be issued by the city clerk at no additional cost, to expire on June 30th following issuance. Persons failing to complete such course within 60 days may apply for no more than one additional provisional license within the license year upon payment of another fee.

(b) Renewal Applications. Holders of regular operators licenses may apply for renewal. Renewal licenses shall expire on the second June 30th following issuance of such license. The renewal license fee is set forth in Section 12.00.

(c) Applicants for Operator's License (New or Renewal) shall truthfully answer all questions on the application form provided by the City Clerk and sign such. In the event the applicant fails to complete the form, or does not answer fully, the Clerk shall not issue the license. The applicant shall be notified of the omissions and may submit a new form after a waiting period of sixty days, and remit a new fee. If the applicant

does not meet all of the lawful qualifications for issuance of a license, the Clerk shall not issue the license and shall provide the applicant a written document indicating the reasons for such denial. An applicant may appeal such denial by filing a request in writing for a hearing before the Common Council. Such hearing and any further appeal from the decision rendered following such hearing shall be governed by Wis. Stats. § 125.12.

(14) Delinquent Taxes. Prior to issuance of any liquor license to any applicant, the clerk shall review the records of the city treasurer to determine whether all real estate, personal property, or other city taxes are paid in full. Any applicant who has taxes outstanding shall not be issued a license until the same have been paid in full.

(15) Manager's License. Pursuant to section 125.18(1) of the Wisconsin Statutes, there is created a "Manager's License," the purposes of which shall be to comply with sections 125.32(1) and 125.68(1) of the Wisconsin Statutes. It shall be unlawful for any person to perform the duties and tasks of a manager as outlined in said sections 125.32(1) and 125.68(1) without first having obtained such license. Completion of the responsible beverage server training course is required within 60 days of issuance of a manager's license. The exemptions from training requirement contained in Sec. 125.17(6), Wisconsin statutes, for operators licenses shall also apply to managers licenses. Failure to satisfy this condition will result in automatic revocation.

(a) Applicants for Manager's License shall truthfully answer all questions on the application form provided by the City Clerk and sign such. In the event the applicant fails to complete the form, or does not answer fully, the Clerk will not forward such application to the Common Council. The applicant shall be notified of the omissions and may submit a new form after a waiting period of sixty days, and remit a new fee.

(16) Temporary Operator's License. Pursuant to 125.17(4) of the Wisconsin statutes, there may be issued a temporary operator's license, providing that:

- (a) The operator is donating the services to a non-profit organization.
- (b) No person may hold more than one license of this kind per year.
- (c) The license is valid for a period of not more than fourteen (14) days, and the period for which it is valid and the non-profit organization shall be stated on the license.
- (d) The applicant must be of legal drinking age, and may not have an arrest or conviction record subject to Sec. 111.335, and may not be a "habitual law offender."
- (e) Application must be made in writing.

There shall be no fee for a temporary operator's license.

(17) Temporary Wine License. "Class B" temporary wine licenses may be issued by the clerk pursuant to Wisconsin statutes 125.51(10) and upon approval of the common council.

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: _____
3. Name of Sponsoring Person or Organization: _____
Address: _____ City: _____ State: _____ Zip Code: _____
Is this a 501 (C-3) non-profit organization? Yes No If Yes, Tax Exempt CES#: _____
4. Contact Person: _____
Phone: _____ Email: _____ Fax: _____
Address: _____ City: _____ State: _____ Zip Code: _____
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: _____
☐ Other: _____
6. Event Date(s): _____ Event Start Time: _____ Event End Time: _____
7. Set Up Date and Time: _____
8. Event Assembly Location: _____
Event Dispersal Location (if different from Assembly Location): _____
9. Estimated Attendance Of:
Participants/Vendors: _____ Spectators/Attendees: _____ 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: _____
13. Briefly Describe Your Event (You May Attach Additional Pages, If Needed):

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: _____

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.			18	Usage of the Square (Farmers Market Runs May 1st - October 31st —Contact: stevenspointfarmersmarket@gmail.com)		

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: _____

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

Signature of City Clerk: _____ Date: _____ Page 12 of 26

map of Festival Grounds



- 1 PFIFFNER BUILDING
- 2 RESTROOMS / FIRST AID
- 3 FOOD TRUCKS / NORTH TENT / BEER TENT
- 4 MARKET IN THE PARK
- 5 RESTROOMS
- 6 CHILDREN'S PLAY AREA
- 7 MAINSTAGE
- 8 FOOD TENTS
- 9 PICNIC TABLE TENT
- 10 BEER TENT
- 11 FAMILY ZONE

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: 6-1-23
AMOUNT: \$35
RECEIPT: 1.092985

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: Democratic Party Picnic
3. Name of Sponsoring Person or Organization: Portage County Democratic Party
Address: 2220 Division St City: Stevens Point State: WI Zip Code: 54481-3661
Is this a 501 (C-3) non-profit organization? ☐ Yes ☒ No If Yes, Tax Exempt CES#: _____
4. Contact Person: Gary Hawley
Phone: 715-321-0111 Email: garybh2008@yahoo.com Fax: _____
Address: 2417 Christian 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: _____
☒ Financial Gain Event on City Property: _____
☐ Free Public Event on City Property: _____
☐ Private Event: _____
☐ Other: _____
6. Event Date(s): Sunday, August 27, 2023 Event Start Time: 11:30 am Event End Time: 4:00 pm
7. Set Up Date and Time: Sunday, Aug 27, 10 am
8. Event Assembly Location: Pfiffner Pioneer Shelter
Event Dispersal Location (if different from Assembly Location): _____
9. Estimated Attendance Of:
Participants/Vendors: _____ Spectators/Attendees: 225 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: None
13. Briefly Describe Your Event (You May Attach Additional Pages, If Needed):
The PCDP Picnic consists of a raffle, silent auction, bake sale, and a food & refreshment sale. We may sell political items such as buttons, bumper stickers, and signs. County, City, and State elected officials, who are Democrats, are invited to speak. Also, invited are any Democratic candidates who may be running for office in the near future.

14. Do You Require Any Other Special Assistance from the City?
No

15. Describe any additional needs from the City or City Facilities (Barricades, Fencing, Garbage Cans, City Facilities, Parks, etc.):
What we need are provided by the Stevens Point Park, Rec & Forestry Department.

16. Police Presence Needed? ☐ Police ☐ Auxiliary Officer (Contact Lt. Uitenbroek at buitenbroek@stevenspoint.com)
Please Explain: No, but their presence is always welcome and appreciated.

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.	☐	☒	18	Usage of the Square (Farmers Market Runs May 1st - October 31st—Contact: stevenspointfarmersmarket@gmail.com)	☐	☒

Additional Explanation Here:

The Party has been holding our annual (4th Sunday of August) at Pffifner) picnic for over 20 years. This is the first time we have had to fill out this form, hence the choice of new event on line 1. The services provided by the City with the rental of the shelter have been adequate in the past.

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: Gary B Hawley Date: June 1, 2023

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

Signature of City Clerk: _____ Date: _____

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: 6-6-23

AMOUNT: \$35

RECEIPT: 1.093037

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: Dozynki Downtown
3. Name of Sponsoring Person or Organization: Polish Heritage Awareness Society of Central Wisconsin
 Address: P O Box 726 City: Stevens Point State: WI Zip Code: 54481
 Is this a 501 (C-3) non-profit organization? ☒ Yes ☐ No If Yes, Tax Exempt CES#: _____
4. Contact Person: Kristeen Carne
 Phone: 715-340-3259 Email: kristeencarne@yahoo.com Fax: _____
 Address: 617 Michigan Ave 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: _____
☐ Other: _____
6. Event Date(s): Saturday, September 16, 2023 Event Start Time: 10am Event End Time: 4pm
7. Set Up Date and Time: Saturday, September 16, 2023 10am- 4pm
8. Event Assembly Location: Downtown
 Event Dispersal Location (if different from Assembly Location): _____
9. Estimated Attendance Of:
 Participants/Vendors: _____ Spectators/Attendees: Appr 500 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: None
13. Briefly Describe Your Event (You May Attach Additional Pages, If Needed):
Dozynki Downtown will take place at businesses throughout downtown. Businesses will be hosting musicians, artists, and other vendors. Food and beverages will be served by businesses.
Polish Tatra Mountain Dogs will be visiting and sand art will be displayed. All art will be cleaned up by artist prior to end of event.

14. Do You Require Any Other Special Assistance from the City?
No

15. Describe any additional needs from the City or City Facilities (Barricades, Fencing, Garbage Cans, City Facilities, Parks, etc.):
None

16. Police Presence Needed? ☐ Police ☐ Auxiliary Officer (Contact Lt. Uitenbroek at buitenbroek@stevenspoint.com)
 Please Explain: None needed

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.	☒	☒	18 Usage of the Square (Farmers Market Runs May 1st - October 31st—Contact: stevenspointfarmersmarket@gmail.com)	☒	☒

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.

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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:  Date: 5/15/23

*****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: Ki Mobility Company Picnic
3. Name of Sponsoring Person or Organization: Ki Mobility
Address: 5201 Woodward Dr 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: Renee Stevens
Phone: 715-997-5112 Email: rstevens@kimobility.com Fax: _____
Address: 5201 Woodward 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: _____
☒ Private Event: Company Picnic
☐ Other: Company Picnic
6. Event Date(s): Saturday, August 17th, 2024 Event Start Time: 3:00 PM Event End Time: 7:00 PM
7. Set Up Date and Time: Friday, August 16th, 2024 at 8:00 AM
8. Event Assembly Location: Pfiffner Pioneer Park
Event Dispersal Location (if different from Assembly Location): _____
9. Estimated Attendance Of:
Participants/Vendors: 15 Spectators/Attendees: 800 Vehicles: 250 Animals: 0
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: The portion of Crosby Ave that is adjacent to Pfiffner Park
13. Briefly Describe Your Event (You May Attach Additional Pages, If Needed):
Our company picnic is a fun family event that Ki puts on to show our appreciation of our associates. Attendees are Ki associates and their families. We pay for a variety of vendors to be present, including but not limited to; inflatables, food trucks, face paint and caricature artists and characters in costume. Our own Ki Mobility band plays favorite music in the Pfiffner bandshell.

14. Do You Require Any Other Special Assistance from the City?
No.

15. Describe any additional needs from the City or City Facilities (Barricades, Fencing, Garbage Cans, City Facilities, Parks, etc.):
Crosby Ave barricaded on 8/17/24 from noon to 7 PM for pedestrian safety. We need extra garbage cans plus an additional 8 to prevent overflowing garbage.

16. Police Presence Needed? ☒ Police ☐ Auxiliary Officer (Contact Lt. Uitenbroek at buitenbroek@stevenspoint.com)
Please Explain: We would greatly appreciate 2 plain-clothes police officers from 3 pm to 7 pm.

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.

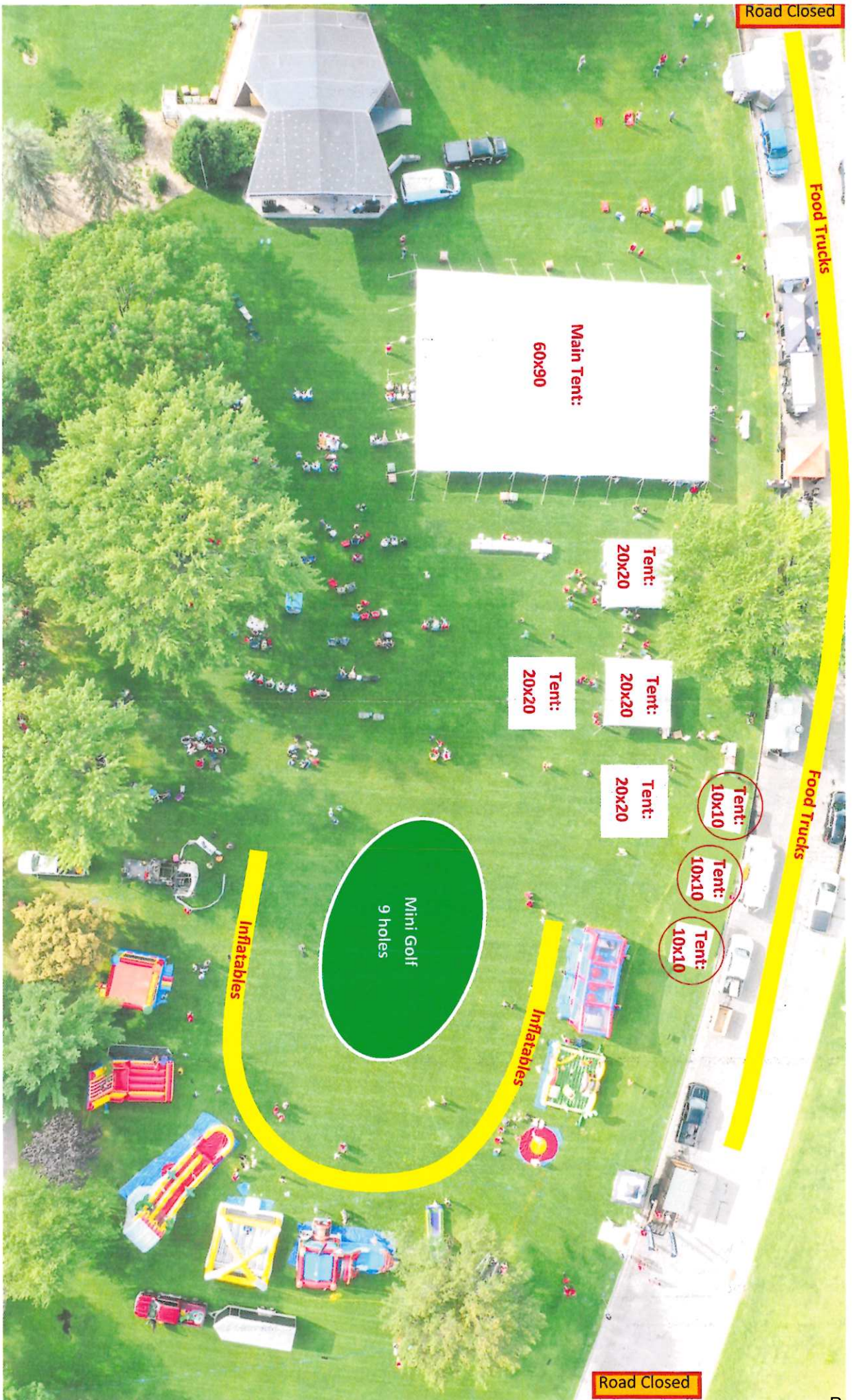
I hereby certify that the foregoing facts concerning my Special Event are true to the best of my knowledge:

Signature of Applicant: Kenee Stevens Date: 5/5/2023

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

Signature of City Clerk: _____ Date: _____

Ki Mobility's Company Picnic
Saturday, August 17th, 2024



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: FOURTH OF JULY PARADE
3. Name of Sponsoring Person or Organization: City
 Address: _____ City: _____ State: _____ Zip Code: _____
 Is this a 501 (C-3) non-profit organization? ☐ Yes ☐ No If Yes, Tax Exempt #: _____
4. Contact Person: MIKE WIZA
 Phone: 715 346 1570 Email: _____ Fax: _____
 Address: _____ City: _____ State: _____ Zip Code: _____
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: _____
☐ Other: _____
6. Event Date(s): 7/4/2022 Event Start Time: 9am Event End Time: 1pm
7. Set Up Date and Time: _____
8. Event Assembly Location: MAIN ST + PUBLIC SQUARE
 Event Dispersal Location (if different from Assembly Location): _____
9. Estimated Attendance Of:
 Participants/Vendors: _____ Spectators/Attendees: 1,000+ 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
 List of Street Blocks to Close for Event: MAIN ST. FROM CENTER POINT TO WATER
12. Briefly Describe Your Event (You May Attach Additional Pages, If Needed):
PARADE

13. Do You Require Any Other Special Assistance from the City?
Aux PD + BARRICADES

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

15. Police Presence Needed? ☐ Police ☒ Auxiliary Officer (Contact Lt. Mueller at jmueller@stevenspoint.com)
 Please Explain: CROWD SAFETY

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

		Yes	No			Yes	No
1	Admission/Entry Fee		X	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)		X
2	Alcoholic Beverages Served (Additional Permit Required—Contact City Clerk: 715-346-1569)		X	11	Financial Gain Activity		X
3	Amplification Equipment <i>floats may have</i>	X		12	Fireworks—Please Explain Below: (Additional Permit Required—Contact Fire Department & Ask for Officer on Duty: 715-344-1833)		X
4	Amusement Rides/Inflatables (Certificate of Insurance Required—Contact City Clerk's Office: 715-346-1569)		X	13	Food Prepared/Served (Additional Permit Required—Contact Portage County Health Dept: 715-345-5350 AND Fire Dept—Email the Fire Marshal at: egana@stevenspoint.com)		X
5	Boats/Snowmobiles/ATVs		X	14	Horses/Animals		X
6	Concession Sales		X	15	Musical Bands		X
7	Drive Anything Into the Ground (Utility Location Required \$25—Contact Parks Department: 715-346-1531)		X	16	Portable Toilets		X
8	Electricity Needed		X	17	Vendor Displays/Sales		X
9	Erection of Tents/Temporary Structures—Area Less than 400sq. ft.	X					

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.

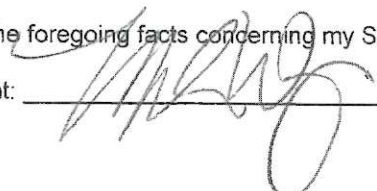
NON-DISCRIMINATION, HOLD HARMLESS, INDEMNIFICATION AND DEFENSE

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.

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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:  Date: 6/8/23

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: 6-8-23

AMOUNT: \$35

RECEIPT: 136964013

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: 43rd United States Senior Open Championship
3. Name of Sponsoring Person or Organization: United States Golf Association
Address: Golf House City: Far Hills State: NJ Zip Code: 07931
Is this a 501 (C-3) non-profit organization? ☒ Yes ☐ No If Yes, Tax Exempt CES#: ES 31647
4. Contact Person: Mike James
Phone: (715) 295-7410 Email: Mike.James@sentryworld.com Fax: N/A
Address: 601 Michigan Ave N 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: Professional Golf Tournament
☐ Financial Gain Event on City Property: _____
☐ Free Public Event on City Property: _____
☒ Private Event: Tickets & Corporate Hospitality must be purchased to attend
☐ Other: Tickets & Corporate Hospitality must be purchased to attend
6. Event Date(s): June 26th - July 2nd, 2023 Event Start Time: 6:00am Event End Time: 9:00pm
7. Set Up Date and Time: May 1st through June 25th
8. Event Assembly Location: SentryWorld Golf Course
Event Dispersal Location (if different from Assembly Location): N/A
9. Estimated Attendance Of:
Participants/Vendors: 600 Spectators/Attendees: 35,000 (week) Vehicles: 5000 (week) Animals: 0
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 road closure document.
13. Briefly Describe Your Event (You May Attach Additional Pages, If Needed):
Annual professional golf tournament. Location changes each year. This event will host the top 156 golfers in the world, age 50+

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.):
Barricades, cones & message boards if available.

16. Police Presence Needed? ☒ Police ☐ Auxiliary Officer (Contact Lt. Uitenbroek at buitenbroek@stevenspoint.com)
Please Explain: Police are needed on-site for this event.

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.	☒	☐	18	Usage of the Square (Farmers Market Runs May 1st - October 31st—Contact: stevenspointfarmersmarket@gmail.com)	☒	☒

Additional Explanation Here:

Erection of corporate hospitality, concessions and other tents on-site. Temporary power, restrooms and food-service operations will be present.

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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: Steve Marlow Date: 5/8/2023

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

Signature of City Clerk: _____ Date: _____



**ORDINANCE AMENDING THE REVISED MUNICIPAL CODE OF THE CITY OF
STEVENS POINT, WISCONSIN**

The Common Council of the City of Stevens Point do ordain as follows:

SECTION I: That the provisions of the parking violations section of Exhibit A to Section 24.57 of the Revised Municipal Code, Mathias Mitchell Public Square Closed Hours, is hereby **created** to read as follows:

- (1) It shall be unlawful for any person to enter or be in the Mathias Mitchell public Square, as identified as Portage County Tax Parcel ID 281-24-0832209999, between the hours of 3:00am and 5:00am.

SECTION II: That the following Section shall be **created** and added to the Public Peace Section of Exhibit A to Section 24.27 of the Revised Municipal Code, Schedule of Cash Deposits:

24.57(1) Mathias Mitchell Public Square Closed Hours.....30.00

SECTION III: This ordinance shall take effect upon passage and publication, as provided by law.

APPROVED: _____
Mike Wiza, Mayor

ATTEST: _____
Kari Yenter, City Clerk

Dated: June 7, 2023
Approved: June 19, 2023
Published: June 23, 2023