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

April 8, 2024 - 6:05 PM

(or immediately following previously scheduled meeting)

Community Room
933 Michigan Avenue, Stevens Point, WI

OR

Zoom Teleconferencing

Meeting ID: 873 6075 2562 | Passcode: 812278
By Computer:
https://us02web.zoom.us/j/87360752562?pwd=YmJQelVsNjM5ZGpkZ1pwOXpnOUJsZz09
By Phone: +1-312-626-6799 (US Chicago)

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

AGENDA

Discussion and Possible Action on:

1. Roll Call.
2. License List:
   - A. Class “B” Beer License: The Big Garlic LLC at 1157 Main Street, Stevens Point for license period beginning April 16, 2024.
   - B. “Class B” Beer & Liquor License: Cee Services LLC at 1324 Second Street, Stevens Point for license period beginning April 16, 2024.
   - C. Extension of Licensed Premise: Kim’s Barrel Inn, Inc., 1001 Second Street, Stevens Point request for extension of premise to include back parking lot and garage to serve food and beverages.
   - D. Temporary Class “B” Beer License: St. Peter’s Parish, 800 Fourth Avenue, Stevens Point for St. Peter’s Parish Picnic on June 8-9, 2024 at 708 First Street, Stevens Point, WI 54481.
   - E. Temporary Class “B” Beer/”Class B” Wine License: Vam Muaj Club, 150 Lavigne Avenue, Port Edwards, WI 54469 for Hmong Week Central WI on May 18, 2024 at 1100 Crosby Avenue, Stevens Point, WI 54481.

3. Request to Hold Event/Street Closing:

   A. Stevens Point Block Party on May 18, 2024.

   B. Hmong Week Central Wisconsin on May 18, 2024.

   C. Ki Mobility Company Picnic on August 16, 2025.

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.

Kim L. Krayecki owner of KIM'S BARREL Inn is requesting an extension of Premise to include back parking lot and garage. To serve food and beverages. Also will be hosting a one day event milkbottle tournament Saturday May 11th in same premise as requested. I Have Consulted the inspection Dept and was told I would not require any Permits. I will inquire with the Fire Department and the Department of Health if they have issues I would need to address.

thank you?

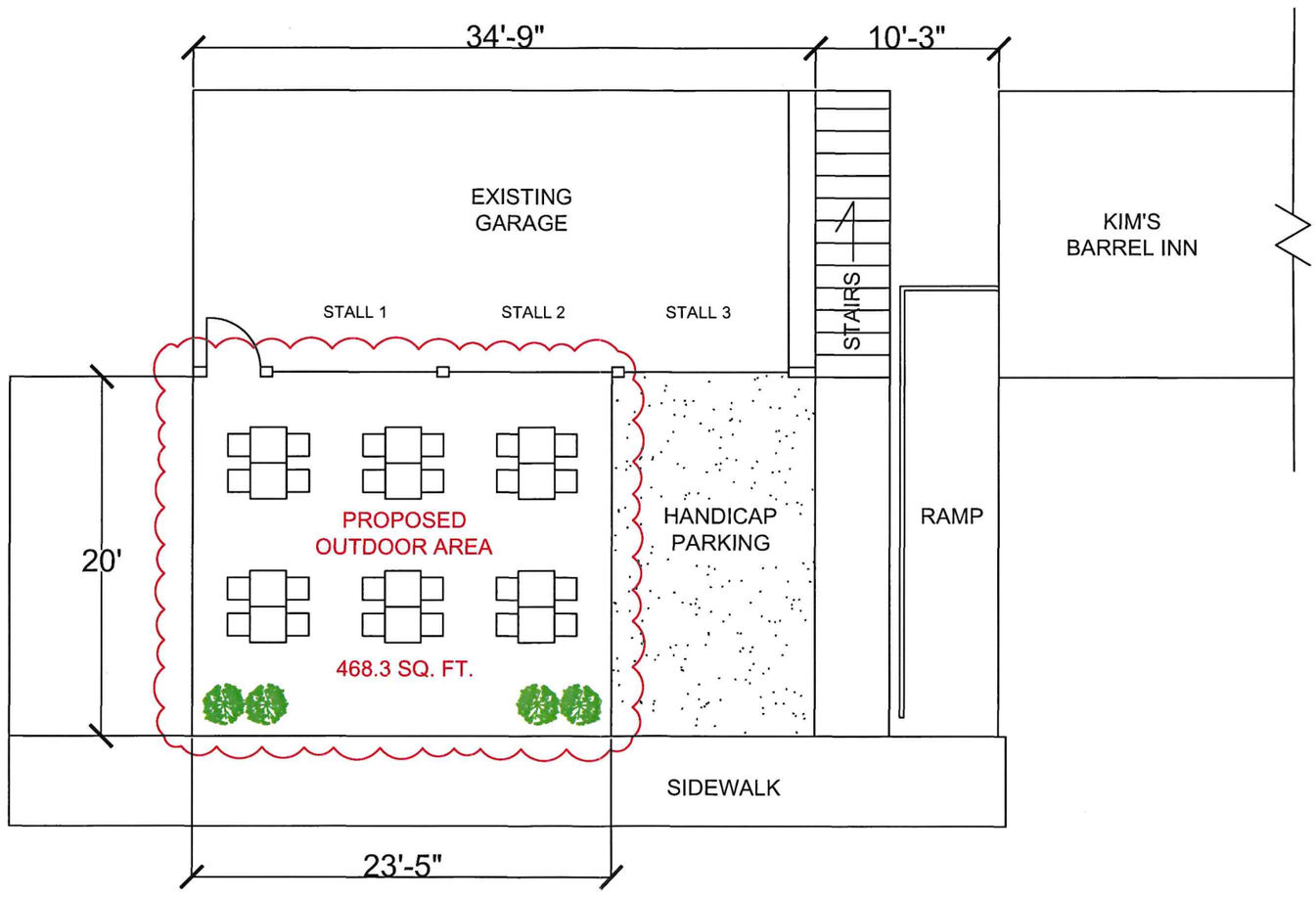
Kim L. Krayecki

Kim L Krayecki

submitted March 28, 2024

KIM'S BARREL INN OUTDOOR AREA
1001 2ND STREET
STEVENS POINT, WI 54481

OUTDOOR AREA PROPOSAL
468.3 sq. ft.



LICENSE LIST
PUBLIC POLICY AND GENERAL GOVERNMENT
Monday, April 8, 2024

Class "B" Beer License:

1. **The Big Garlic LLC** at 1157 Main St, Stevens Point for license period beginning 04/16/2024

"Class B" Beer & Liquor License:

2. **Cee Services LLC** at 1324 Second St, Stevens Point for license period beginning 04/16/2024

Extension of Licensed Premise:

1. **Kim's Barrel Inn, Inc.,** 1001 Second St, Stevens Point request for extension of premise to include back parking lot and garage to serve food and beverages. (See attached)

Temporary Class "B" Beer License:

1. St. Peter's Parish, 800 Fourth Ave, Stevens Point for St. Peter's Parish Picnic on June 8-9, 2024 at 708 First St, Stevens Point, WI 54481

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

1. Vam Muaj Club, 150 Lavigne Ave, Port Edwards, WI 54469 for Hmong Week Central WI on May 18, 2024 at 1100 Crosby Ave, Stevens Point, WI 54481

SPECIAL EVENT PERMIT APPLICATION

OFFICE USE ONLY:

DATE: **3/06/2024**

AMOUNT: **$35.00**

RECEIPT: **152390166**

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: Stevens Point Brewery Block Party
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 CES#: _____
4. Contact Person: Julie Birrenkott
   Phone: 715-252-3926 Email: julie@pointbeer.com Fax: _____
   Address: Same 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: Block Party at the Stevens Point Brewery
   - ☐ Other: Block Party at the Stevens Point Brewery
6. Event Date(s): 5/18/2024 Event Start Time: 4:00PM Event End Time: 8:00PM
7. Set Up Date and Time: Set up Wednesday - Friday, May 15th - May 17th
8. Event Assembly Location: Across the Street
   Event Dispersal Location (if different from Assembly Location): _____
9. Estimated Attendance Of:
   Participants/Vendors: _____ Spectators/Attendees: 1000 Vehicles: _____ 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: Close Water Street in front of Point Brewery, Francis Street to Matilda Street during event
13. Briefly Describe Your Event (You May Attach Additional Pages, If Needed):
    The Stevens Point Brewery is hosting an outdoor Block Party on Saturday, May 18th from 4-8PM. Free Admission. Bring a lawn chair and listen to live music from The Hype Band.
    Enjoy food from local food trucks and a variety of Stevens Point Brewery beverages.
14. Do You Require Any Other Special Assistance from the City?
    Yes, two contractual officers.
15. Describe any additional needs from the City or City Facilities (Barricades, Fencing, Garbage Cans, City Facilities, Parks, etc.):
    N/A
16. Police Presence Needed? ☑ Police ☑ Auxiliary Officer (Contact Lt. Uitenbroek at buitenbroek@stevenspoint.com)
    Please Explain: Contractual officers

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:

Food Trucks will be serving food. #18 has an error on th form - this shouldn't be marked.

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.

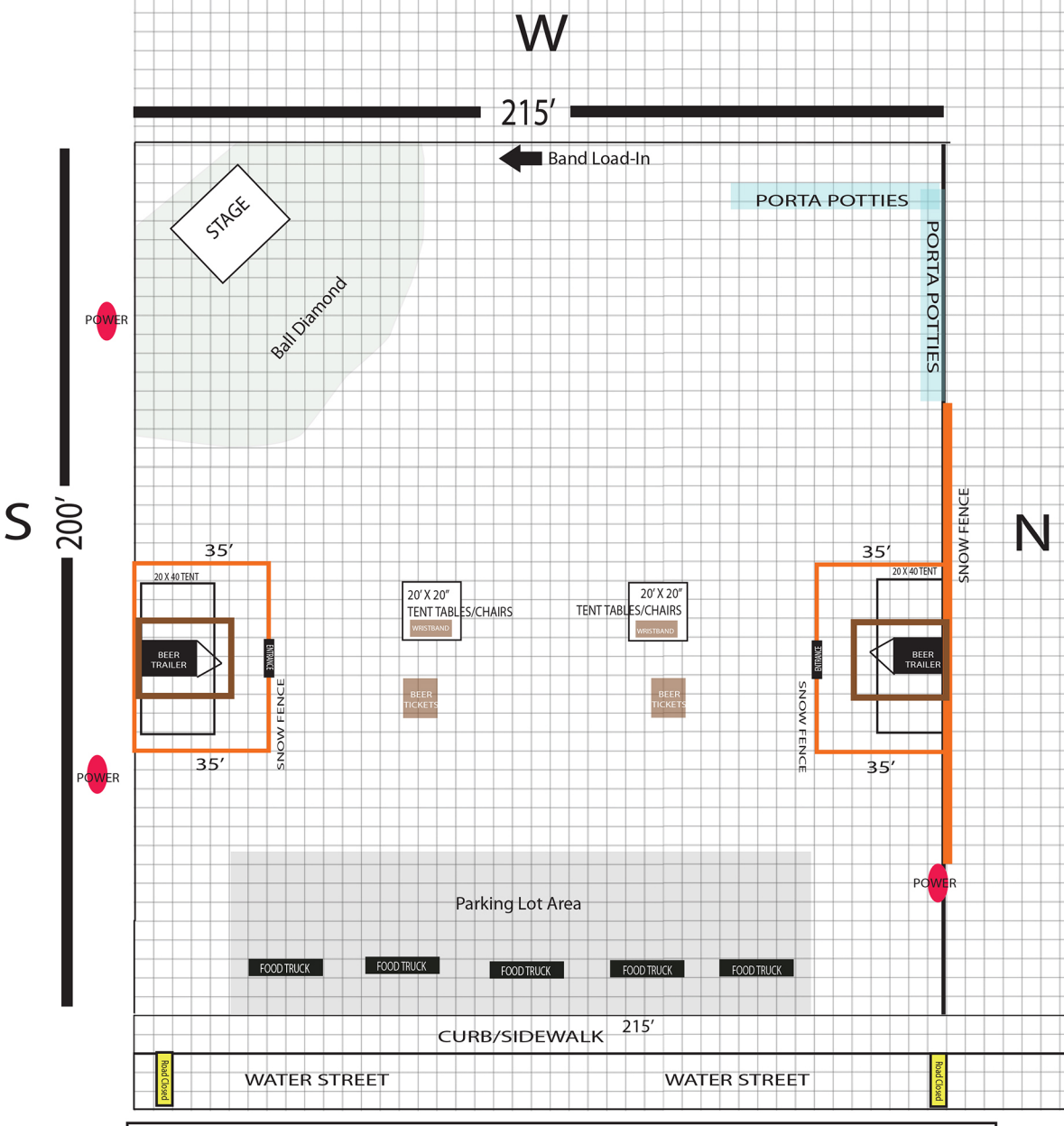
NOTHING CONTAINED WITHIN THIS AGREEMENT IS INTENDED TO BE A WAIVER OR ESTOPPELS OF THE CONTRACTING MUNICIPALITY OR ITS INSURER TO RELY UPON THE LIMITATIONS, DEFENSES, AND IMMUNITIES CONTAINED WITHIN WISCONSIN LAW, INCLUDING THOSE CONTAINED WITHIN WISCONSIN STATUTES §§ 893.80, 895.52, AND 345.05. TO THE EXTENT THAT INDEMINIFICATION 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 MUNICPAL 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: 3/6/24

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

Signature of City Clerk: _____ Date: _____


W
215′
Band Load-In
STAGE
Ball Diamond
PORTA POTTIES
PORTA POTTIES
POWER
S
200′
N
35′
20 X 40 TENT
BEER TRAILER
ENTRANCE
SNOW FENCE
35′
20′ X 20″ TENT TABLES/CHAIRS
WRISTBAND
BEER TICKETS
20′ X 20″ TENT TABLES/CHAIRS
WRISTBAND
BEER TICKETS
35′
20 X 40 TENT
ENTRANCE
BEER TRAILER
SNOW FENCE
SNOW FENCE
35′
POWER
POWER
Parking Lot Area
FOOD TRUCK
FOOD TRUCK
FOOD TRUCK
FOOD TRUCK
FOOD TRUCK
CURB/SIDEWALK
215′
Road Closed
WATER STREET
WATER STREET
Road Closed
E
Brewery

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
3/6/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Tammie Arbuckle	
Risk Strategies Madison 1103 Hunter Dr Ste 100 Mount Pleasant, WI 53406	PHONE (A/C, No, Ext): (608) 203-3872	FAX (A/C, No): (877) 254-8586
	E-MAIL ADDRESS: tarbuckle@risk-strategies.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : Secura Insurance	22543
INSURED	INSURER B :	
Stevens Point Brewery 2617 Water St Stevens Point, WI 54481	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE X OCCUR			CP003406200	5/15/2024	5/21/2024	DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 0
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 1,000,000
	POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 1,000,000
	OTHER:						Liquor Liab	$ 1,000,000
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$
	DED RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N						PER STATUTE OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	N / A					E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Stevens Point Brewery Block Party Event 5/18/2024

CERTIFICATE HOLDER

For Evidence Only

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Amber Krogman

SPECIAL EVENT PERMIT APPLICATION

OFFICE USE ONLY:
DATE: 3/18/24
AMOUNT: $35
RECEIPT: 152970717

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: Hmong Week Central Wiscosin
3. Name of Sponsoring Person or Organization: CAP Services
   Address: 2900 Hoover Ave City: Stevens Point State: WI Zip Code: 54481
   Is this a 501 (C-3) non-profit organization? ☑ Yes ☐ No If Yes, Tax Exempt CES#: 008-0000242751-08
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: _____
   - ☐ Private Event: _____
   - ☐ Other: _____
6. Event Date(s): 5/18/24 Event Start Time: 1:00 pm Event End Time: 8:00 pm
7. Set Up Date and Time: 5/18/24 10:00 am
8. Event Assembly Location: _____
   Event Dispersal Location (if different from Assembly Location): _____
9. Alternative Location: ☐ Yes ☑ No if "Yes" please list location: _____

   (usage of an alternative location must be communicated with the City Clerk's Office two business days prior to the event)
10. Estimated Attendance Of:
    Participants/Vendors: 10 Spectators/Attendees: 200-300 Vehicles: 100 Animals: _____
11. Site Plan/Map of Event Attached [REQUIRED]: ☑ Yes ☐ No
    (Include Locations of Vendors, Tents, Portable Restrooms, Etc.)
12. 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).
13. List of Street Blocks to Close for Event: _____
14. Briefly Describe Your Event (You May Attach Additional Pages, If Needed):
    Please see attachment.
15. Describe any additional needs from the City or City Facilities (Barricades, Fencing, Garbage Cans, City Facilities, Parks, etc.):
    Will need garbage cans.
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 INDEMINIFICATION 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 MUNICPAL 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: 3/18/2024

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

Signature of City Clerk: _____ Date: _____

14. Description of the event: We will be celebrating our 6th year of HMoob Week in Portage, Wood, and Marathon counties. 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 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 end our event with a "Party in the park." We will be looking at having a live band and artists for entertainment, food, merchant vendors and open it up to folks who would like to play some cornhole. There will be no admission fees as this is a public event.

bing maps

Pfiffner Pioneer Park

Address: 1100 Crosby Ave, Stevens Point, Wi 54481

Phone: +1 715-346-1531

Hours

Monday - Sunday 6:00 AM - 11:00 PM

SPECIAL EVENT PERMIT APPLICATION

OFFICE USE ONLY:
DATE: 3/22/24
AMOUNT: $30
RECEIPT: 2.0146763

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 CES#:
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 for Ki Mobility associates and their families
   - ☐ Other:
6. Event Date(s): Saturday, August 16, 2025 Event Start Time: 3:00 PM Event End Time: 7:00 PM
7. Set Up Date and Time: Friday, August 15, 2025 at 8:00 AM
8. Event Assembly Location: Pfiffner Pioneer Park
   Event Dispersal Location (if different from Assembly Location):
9. Alternative Location: ☐ Yes ☒ No if "Yes" please list location:

   (usage of an alternative location must be communicated with the City Clerk's Office two business days prior to the event)
10. Estimated Attendance Of:
    Participants/Vendors: 15 Spectators/Attendees: 800 Vehicles: 250 Animals:
11. Site Plan/Map of Event Attached [REQUIRED]: ☑ Yes ☐ No
    (Include Locations of Vendors, Tents, Portable Restrooms, Etc.)
12. 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).
13. List of Street Blocks to Close for Event: The portion of Crosby Ave that is adjacent to Pfiffner Park
14. 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 artists, caricature artists, balloon twisters, and characters in costume. Our own Ki Mobility band plays favorite music in the Pfiffner bandshell.
15. Describe any additional needs from the City or City Facilities (Barricades, Fencing, Garbage Cans, City Facilities, Parks, etc.):
    Crosby Ave barricaded on 8/16/25 from 12:00 PM to 7:00 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 1-2 police officers from 3:00 PM to 7:00 PM on 8/16/25.

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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 INDEMINIFICATION 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 MUNICPAL 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: Renee Stevens Date: 3/15/2024

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

Signature of City Clerk: _____ Date: _____

2025 Ki Mobility Company Picnic: Planned Layout Map

Event Date 8/16/2025