

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

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

**CITY OF STEVENS POINT
PUBLIC POLICY AND GENERAL GOVERNMENT**

December 8, 2025 - 6:00 PM

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

OR

[Zoom Teleconferencing](#)

Meeting ID: 851 4931 4064 | Passcode:383043

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. Change of Agent:
 1. Kwik Trip, Incorporated, 1626 Oak Street, La Crosse, WI 54602; Angela E. Shipp, 551 Baker Street, Wisconsin Rapids, WI 54494, agent at Kwik Trip 342, 3533 Stanley Street, Stevens Point, replacing Jenna L. Omernik.
 2. Kwik Trip, Incorporated, 1626 Oak Street, La Crosse, WI 54602; Jenna L. Omernik, 305 West Grand Avenue, Rosholt, WI 54473, agent at Kwik Trip 691, 1600 Maria Drive, Stevens Point, replacing Donald C. Kulinski.
3. Request to Hold Event/Street Closing:
 - A. Fourth of July Parade on July 4, 2026 (Recurring).
4. Adjournment.

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

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

LICENSE LIST
PUBLIC POLICY AND GENERAL GOVERNMENT
Monday, December 8, 2025

Change of Agent:

1. Kwik Trip, Inc., 1626 Oak Street, La Crosse, WI 54602; Angela E. Shipp, 551 Baker Street, Wisconsin Rapids, WI 54494, agent at Kwik Trip 342, 3533 Stanley Street, Stevens Point, replacing Jenna L. Omernik.
2. Kwik Trip, Inc., 1626 Oak Street, La Crosse, WI 54602; Jenna L. Omernik, 305 W Grand Avenue, Rosholt, WI 54473, agent at Kwik Trip 691, 1600 Maria Drive, Stevens Point, replacing Donald C. Kulinski.

RECEIVED

NOV 17 2025

Application Fee: \$35
CITY CLERK'S OFFICE

SPECIAL EVENT PERMIT APPLICATION

OFFICE USE ONLY:

DATE: _____

AMOUNT: _____

RECEIPT: _____

- 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: Fourth of July Parade
3. Name of Sponsoring Person or Organization: City of Stevens Point
Address: _____ City: _____ State: _____ Zip Code: _____
Is this a 501 (C-3) non-profit organization? Yes No If Yes, Tax Exempt CES#: _____
4. Contact Person: Mike Wiza
Phone: 715-346-1570 Email: mwiza@stevenspoint.com 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): 7-4-2026 Event Start Time: 10:00am Event End Time: _____
7. Set Up Date and Time: _____
8. Event Assembly Location: Main Street + Public Square
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: _____ Spectators/Attendees: 1,000+ Vehicles: 50 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 (Event Organizer is responsible for attaining and proper placement of barricades): Main Street from Center Point to Water
14. Briefly Describe Your Event (You May Attach Additional Pages, If Needed):
Fourth of July Parade; 10:00am
15. Describe any additional needs from the City or City Facilities (Fencing, Garbage Cans, City Facilities, Parks, etc.):
Barricades
16. Police Presence Needed? Police Auxiliary Officer (Contact Lt. Uitenbroek at buitenbroek@stevenspoint.com)
Please Explain: Crowd Safety
17. Emergency On-Site Contact Person (Please list full name, phone number and email):
Mike Wiza 715-346-1593 mwiza@stevenspoint.com

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

		Yes	No			Yes	No
1	Alcoholic Beverages Served (Additional Permit Required— Contact City Clerk: 715-346-1569)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	10	Erection of Tents/Temporary Structures—Area of 400 sq ft or greater (Additional Permit Required— Contact Fire Dept & Ask for Officer on Duty: 715-344-1833)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	Admission/Entry Fee	<input type="checkbox"/>	<input checked="" type="checkbox"/>	11	Financial Gain Activity	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	Amplification Equipment <i>Floats may have some</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	12	Fireworks—Please Explain Below: (Additional Permit Required—Contact Fire Department & Ask for Officer on Duty: 715-344-1833)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4	Amusement Rides/Inflatables (Certificate of Insurance Required— Contact City Clerk's Office: 715-346-1569)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	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)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5	Boats/Snowmobiles/ATVs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	14	Food Truck on Site	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6	Concession Sales	<input type="checkbox"/>	<input checked="" type="checkbox"/>	15	Musical Bands	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7	Drive Anything Into the Ground (Utility Location Required \$25—Contact Parks Department: 715-346-1531)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16	Portable Toilets	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8	Electricity Needed	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17	Vendor Displays/Sales	<input type="checkbox"/>	<input checked="" type="checkbox"/>
9	Erection of Tents/Temporary Structures— Area of 399 sq ft or less	<input checked="" type="checkbox"/>	<input type="checkbox"/>	18	Usage of the Square (Farmers Market Runs May 1st - October 31st— Contact: stevenspointfarmersmarket@gmail.com)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
				19	Horses/Animals	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Additional Explanation Here:

potential for animals

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: *[Signature]* Date: 11/17/25

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

Signature of City Clerk: _____ Date: _____