

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**

October 10, 2022 - 6:00 PM

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

OR

Zoom Teleconferencing

Meeting ID: 847 2769 6139 | Passcode: 411988

By Computer:

<https://us02web.zoom.us/j/84727696139?pwd=SWNBblRmS1c0YzZmMEJyR3FnVEc1QT09>

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. Reserve Class "B" Beer/"Class B" Liquor License: Daisy Lounge LLC at 1040 Main Street, Stevens Point for license period beginning October 18, 2022.
3. Request to Hold Event/Street Closing:
 - A. A Haunting on Main Street on October 28, 2022 (New Event).
4. Adjournment.

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

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

LICENSE LIST
PUBLIC POLICY AND GENERAL GOVERNMENT
Monday, October 10, 2022

Reserve Class "B" Beer/"Class B" Liquor License:

1. **Daisy Lounge LLC** at 1040 Main St, Stevens Point for license period beginning 10/18/2022

SPECIAL EVENT PERMIT APPLICATION

OFFICE USE ONLY:

DATE: 9-28-22
AMOUNT: 35.00
RECEIPT: 1090794

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: A Haunting on Main St.
3. Name of Sponsoring Person or Organization: Central Wisconsin Children's Museum
Address: 1100 Main St. City: Stevens Point State: WI Zip Code: 54481
Is this a 501 (C-3) non-profit organization? ☒ Yes ☐ No If Yes, Tax Exempt #: 008-0000111239-04
4. Contact Person: Kristy Stacy
Phone: 715-496-3438 Email: kristy@cwchildrensmuseum.org Fax: n/a
Address: 1100 Main 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: \$20 registration per team
☒ Free Public Event on City Property: Free hay maze on the square
☐ Private Event: _____
☐ Other: _____
6. Event Date(s): October 28, 2022 Event Start Time: 4pm Event End Time: 8pm
7. Set Up Date and Time: 12pm on October 28, 2022
8. Event Assembly Location: Main St. Square
Event Dispersal Location (if different from Assembly Location): _____
9. Estimated Attendance Of:
Participants/Vendors: 20 Spectators/Attendees: 200 Vehicles: 30 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: Main St., 3rd St. (2 locations), 2nd St.,
13. Briefly Describe Your Event (You May Attach Additional Pages, If Needed):
We are joining with the Downtown Business Alliance to host A Haunting on Main. Teams will register at the Central Wisconsin Children's Museum and then venture out onto the streets to visit local businesses where they will be challenged with an activity. Once the activity is completed they will be given codes and treasure that they will use when they return to the museum. The codes will help open treasure boxes and the treasures will be exchanged for healthy snacks. At the end of the event we will have a costume runway show and dance party!
14. Do You Require Any Other Special Assistance from the City?
We need Main St. blocked off to keep the children participating safe. WE WOULD LIKE THE STREETS CLOSED FROM 3:30PM TO 7:30PM.
15. Describe any additional needs from the City or City Facilities (Barricades, Fencing, Garbage Cans, City Facilities, Parks, etc.):
Barricades will be needed to close off the city streets.
16. Police Presence Needed? ☐ Police ☒ Auxiliary Officer (Contact Lt. Uitenbroek at buitenbroek@stevenspoint.com)
Please Explain: If possible, we would like an Auxiliary Officer present to ensure everyone's safety.

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: eqana@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:

Hay maze on square.

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.

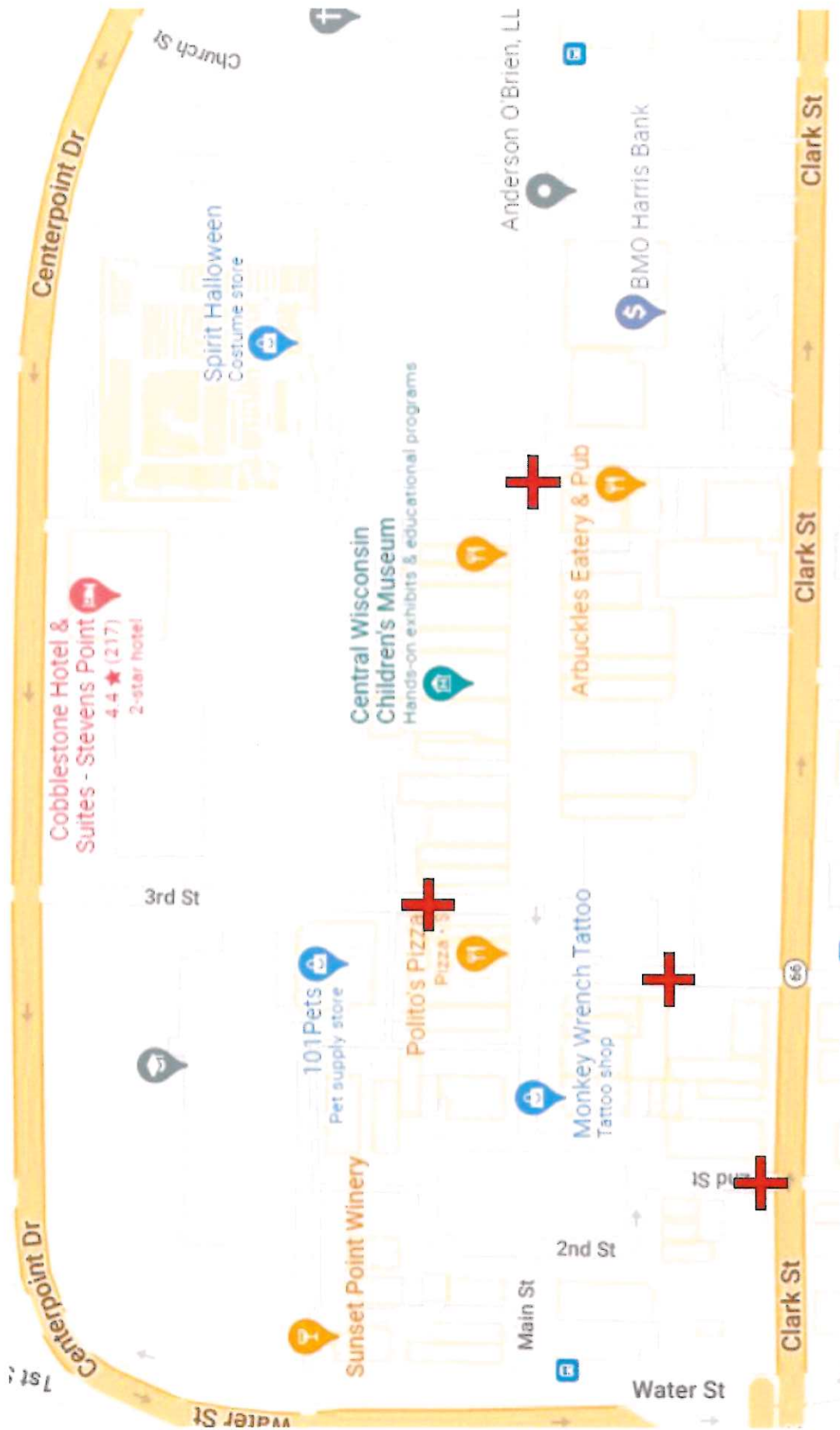
NOTHING CONTAINED WITHIN THIS AGREEMENT IS INTENDED TO BE A WAIVER OR ESTOPPELS OF THE CONTRACTING MUNICIPALITY OR ITS INSURER TO RELY UPON THE LIMITATIONS, DEFENSES, AND IMMUNITIES CONTAINED WITHIN WISCONSIN LAW, INCLUDING THOSE CONTAINED WITHIN WISCONSIN STATUTES §§ 893.80, 895.52, AND 345.05. TO THE 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: Kirsty Stacey Date: 9/27/22

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

Signature of City Clerk: _____ Date: _____



+ Road Closing Location Map

CWCM's A Haunting on Main Street Halloween Event Oct 28 4-8PM 2022