

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 11, 2023 - 6:05 PM

(or immediately following previously scheduled meeting)

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

OR

Zoom Teleconferencing

Meeting ID: 897 9454 9067 | Passcode:132342

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. Secondhand Jewelry/Secondhand Article/Pawnbroker Licenses: E-Ways Sales & Pawn, 845 Akron Drive, Nekoosa, WI 54457 at 3296 Church Street, Suite F, Stevens Point.
 - B. Temporary Class "B" Beer/"Class B" Wine License: Wonderful Water Run Inc., PO Box 465, Plover, WI 54467 for Wonderful Water Run on September 28, 2024 at Piffner Pioneer Park at 1100 Crosby Avenue, Stevens Point, WI 54481.
3. Request to Hold Event/Street Closing:
 - A. Point Aid on May 11, 2024.
 - B. Wonderful Water Run on September 28, 2024.
4. Amendments to the guidelines and application form for bartender/operator licenses.
5. 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, December 11, 2023

Secondhand Jewelry/Secondhand Article/Pawnbroker Licenses:

1. E-Ways Sales & Pawn, 845 Akron Dr, Nekoosa, WI 54457 at 3296 Church St, Suite F, Stevens Point

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

1. Wonderful Water Run Inc., PO Box 465, Plover, WI 54467 for Wonderful Water Run on September 28, 2024 at Pfiffner Pioneer Park at 1100 Crosby Ave, Stevens Point, WI 54481

SPECIAL EVENT PERMIT APPLICATION

Application Fee: \$35

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

OFFICE USE ONLY:

DATE: 11/13/23
 AMOUNT: \$35
 RECEIPT: 145 888622

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.

- Please Select One: ☒ New Event ☐ Return Event as Previously Presented ☐ Return Event w/ Changes
- Name of Event: Point Aid
- Name of Sponsoring Person or Organization: Create Portage County
 Address: 1039 B Ellis P.O. 565 City: Stevens Point State: WI Zip Code: 54481
 Is this a 501 (C-3) non-profit organization? ☒ Yes ☐ No If Yes, Tax Exempt CES#: 008-0003182695-04
- Contact Person: Trent Kloepping
 Phone: 815-915-5514 Email: tkloe517@uwsp.edu Fax: _____
 Address: Rm. 402 209 Isadore St City: Stevens Point State: WI Zip Code: 54481
- Event Type: (Check All That Apply and Describe: Run/Walk, Concert, Festival, Picnic, Etc.)
☐ Athletic Event: _____
☐ Financial Gain Event on City Property: _____
☒ Free Public Event on City Property: Charity Concert -> Band shell
☐ Private Event: _____
☐ Other: _____
- Event Date(s): May 11th Event Start Time: 2pm Event End Time: 9pm
- Set Up Date and Time: Day of - 8am
- Event Assembly Location: on site
 Event Dispersal Location (if different from Assembly Location): _____
- Alternative Location: ☒ Yes ☐ No if "Yes" please list location: Pfister building
 (usage of an alternative location must be communicated with the City Clerk's Office two business days prior to the event)
- Estimated Attendance Of:
 Participants/Vendors: 50 Spectators/Attendees: 1000 Vehicles: 400 Animals: N/A
- Site Plan/Map of Event Attached [REQUIRED]: ☒ Yes ☐ No
 (Include Locations of Vendors, Tents, Portable Restrooms, Etc.)
- Street Closures Required? ☐ Yes ☒ No (If "Yes" Certificate of Insurance providing minimum combined single bodily injury and property damage of \$1,000,000 is required regardless of event size).
- List of Street Blocks to Close for Event: _____
- Briefly Describe Your Event (You May Attach Additional Pages, If Needed):
see attached
- Describe any additional needs from the City or City Facilities (Barricades, Fencing, Garbage Cans, City Facilities, Parks, etc.):
trash/recycling bins
- 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:

Food trucks

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: Troy K... Date: 11/9/2023

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

Signature of City Clerk: _____ Date: _____

Point Aid

Trent Kloepping, Brock Beyer, Logan Barlament, Cody Mettill, Abby Morgan

Mission : We plan to organize a non-profit music festival featuring the UWSP underground music scene with all proceeds going to a mental health charity. The goal is to not only raise awareness of the music scene, but also to give back to organizations that prioritize college students' mental health.

Cause : May is Mental Health Awareness Month and with depression and anxiety being one of the biggest issues facing young people, raising money and awareness would benefit the University of Wisconsin Stevens Point, the city of Stevens Point, Portage county, and all those struggling in central Wisconsin.

Venue : Pfiffner Park Bandshell and Lawn

- Rain Cancellation Venue (DUC Laird Room)

Bands : The University of Wisconsin Stevens Point has a thriving underground music scene with original and cover bands, many of which have merchandise and original music on Spotify and physical platforms.

- Scorched Waves (Indie rock band)
- Roadside H (Female fronted rock band)
- Drillbit (Thrash metal)
- For Ollie (Punk influenced rock band)
- Hemlock Chaser (Folk punk)
- Sheebie and the Lovemakers (Indie funk band)
- Colt Maichle (Jazz)
- Sorcerer's Stone (Hard rock band)
- TTP (Hard rock band)
- Bare Ass Antlers (Pop rock band)
- Corvus (Shoegaze band)

Portage St



Playground at
Pfiffner Pioneer Park

sound gear

food vendors

Crosby Ave

art/community vendors

Pfiffner Pioneer Park
Park with the Pfiffner
Building

Crosby Ave

Green Circle Trail

Green Circle Trail

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: 12/1/23
 AMOUNT: \$35
 RECEIPT: 2.016001

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.

- Please Select One: ☐ New Event ☒ Return Event as Previously Presented ☐ Return Event w/ Changes
- Name of Event: Wonderful Water Run - half marathon, 10K & 5K
- Name of Sponsoring Person or Organization: Wonderful Water Run Inc.
 Address: PO Box 405 City: Plover State: WI Zip Code: 54467
 Is this a 501 (C-3) non-profit organization? ☒ Yes ☐ No If Yes, Tax Exempt CES#: see prev.
- Contact Person: Jeanna Treb
 Phone: 715-570-6740 Email: info@wonderfulwater.com Fax: _____
 Address: PO Box 405 City: Plover State: WI Zip Code: 54467
- Event Type: (Check All That Apply and Describe: Run/Walk, Concert, Festival, Picnic, Etc.)
☒ Athletic Event: Run & Festival
☐ Financial Gain Event on City Property: _____
☐ Free Public Event on City Property: _____
☐ Private Event: _____
☐ Other: _____
- Event Date(s): Sept. 28 2024 Event Start Time: 5a Event End Time: 5p
- Set Up Date and Time: Sept 27 & 28 (21) 5p-8p (28) 5a-9a
- Event Assembly Location: Pfaffner Park & course Route
 Event Dispersal Location (if different from Assembly Location): -
- 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)

- Estimated Attendance Of:
 Participants/Vendors: 800 Spectators/Attendees: 400 Vehicles: 410 Animals: X
- Site Plan/Map of Event Attached [REQUIRED]: ☒ Yes ☐ No see wonderfulwater.com
 (Include Locations of Vendors, Tents, Portable Restrooms, Etc.)
- Street Closures Required? ☐ Yes ☒ No (If "Yes" Certificate of Insurance providing minimum combined single bodily injury and property damage of \$1,000,000 is required regardless of event size).
- List of Street Blocks to Close for Event: X
- Briefly Describe Your Event (You May Attach Additional Pages, If Needed):
half marathon, 10K, 5K
live music, food trucks, beer in park
- Describe any additional needs from the City or City Facilities (Barricades, Fencing, Garbage Cans, City Facilities, Parks, etc.):
Bathroom open by team Sept 28 in Pfaffner (Both Bathroom buildings)
- Police Presence Needed? ☐ Police ☒ Auxiliary Officer (Contact Lt. Uitenbroek at uitenbroek@stevenspoint.com)
 Please Explain: Security in park
- will contact Ben

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:

10x10 pop up tents possible

I understand the filing of this application does not ensure the issuance of this permit. I also understand that all Special Event organizers and participants must comply with all applicable City Ordinances, traffic rules, park rules, state health laws, fire codes, and liquor licensing regulations. Additional fees such as park facilities, tent, and firework permits are in addition to the fees submitted for the Special Event Application.

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

Signature of Applicant: [Signature] Date: Dec 1, 2023

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

Signature of City Clerk:

Date:

CITY OF STEVENS POINT OPERATOR'S LICENSE APPLICATION



• **OPERATOR'S LICENSE** (Must have attained the age of 18)

☐ \$30.00 NEW Provisional License No. _____ Expiring _____
Training Passed (Date) _____ Exempt (Reason) _____
Regular License No. _____ Expiring June 30, 20____

☐ \$35.00 RENEWAL Regular License No. _____ Expiring June 30, 20____

Date: _____

Amount: _____

Receipt #: _____

• **MANAGER'S LICENSE (Alcohol Beverages)**

Attained legal drinking age in Wisconsin? YES ☐ NO ☐

Resident of Wisconsin? YES ☐ NO ☐

☐ \$25.00 NEW Training Passed (Date) _____ Exempt (Reason) _____

☐ \$25.00 RENEWAL (Training Exempt) License No. _____ Expiring June 30, 20____

INSTRUCTIONS: PLEASE COMPLETE AND RETURN FORM TO: Stevens Point City Clerk's Office: 1515 Strongs Ave, Stevens Point, WI 54481. Please print using black ink. Application form must be signed UNDER OATH before a Notary Public. 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 cancelling license privileges. Fingerprinting may be a requirement for identification.

Is this your first application with the City of Stevens Point? YES ☐ NO ☐

If NO, list year of last license held: _____

Name: _____
(Last) (First) (Middle)

Have you ever used any other names?
YES ☐ NO ☐ If YES, list: _____

Address: _____
(Apt/Rm. #)

Past addresses outside of Stevens Point during the past 5 years:

(City) (State) (ZIP)

Date of Birth: _____ Age: _____ Phone No. _____

Driver's License No. _____

Employed at/for: _____
(Name of Establishment, Tavern, Store)

- ☐ Applicant understands that license and application fees are non-refundable.
- ☐ Applicant understands question number six (6) and reaffirms verbally that ALL CONVICTIONS for violations of the law involving drugs, ~~drug paraphernalia~~, or alcoholic beverages have been listed on this application.

OATH

I solemnly, sincerely, and truly declare and affirm that the information given on this application is the truth, the whole truth, and nothing but the truth; and this I do under the pains and penalties of perjury. (I am aware that any willful misrepresentation or falsification of information on this application is grounds for criminal prosecution for false swearing.)

Signature of Applicant (Must be signed in the presence of a Notary Public)

STATE OF WISCONSIN)

SS

COUNTY OF PORTAGE)

Subscribed and sworn to before me this

_____ Day of _____

20____

CLERK/NOTARY PUBLIC

My Commission Expires _____

(SEAL)

Answer all questions Truthfully and Accurately:

- 1) Do you currently have any PENDING criminal charges? YES ☐ NO ☐
- 2) Have you ever been CONVICTED of a felony? YES ☐ NO ☐
- 3) Are you currently a registered Sex Offender? YES ☐ NO ☐
- 4) Are you currently on Probation or Parole? YES ☐ NO ☐
- 5) Have you CONVICTED of Operating While Intoxicated? YES ☐ NO ☐
- 6) Have you ever been CONVICTED of ANY law violations involving Alcohol, Drugs, ~~or Drug Paraphernalia~~ including Underage Drinking? YES ☐ NO ☐
- 7) Do you owe any outstanding Fees, Taxes, Delinquencies or Judgments to the city of Stevens Point? YES ☐ NO ☐

If you marked "YES" to any of the above questions, explain by listing below the Offense, Date, and Location.

THE BELOW SPACE IS FOR POLICE USE ONLY

File No. _____ Date Processed _____

N/R _____ Sec Rec _____ Processed By _____

☐ APPROVED ☐ REJECTED

Chief of Police (or Designee)

**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 disqualifying 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 10 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