

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 15, 2025 - 6:20 PM
(or immediately following previously scheduled meeting)**

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

OR

Zoom Teleconferencing

Meeting ID:885 3196 7761 | Passcode: 716657

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 “B” Beer & Class “C” License: Pointers Pub at 1327 Second Street, Stevens Point for license period beginning October 21, 2025.
 - B. “Class B” Beer & Liquor License: Metro Market #132 at 1500 Pinecrest Avenue, Stevens Point for license period beginning November 10, 2025.
 - C. Reserve “Class B” Beer & Liquor License: Golden Curry LLC at 1035 Main Street, Stevens Point for license period beginning October 21, 2025.
3. Request to Hold Event/Street Closing:
 - A. Holiday Parade on November 20, 2025 (Recurring Event).
 - B. Go With Your Gut 5K on April 25, 2026 (New Event).
4. Discussion and Possible Action on Use of Common Council Miscellaneous Funds.
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
Wednesday, October 15, 2025

Class “B” Beer & Class “C” License:

1. **Pointers Pub** at 1327 Second St, Stevens Point for license period beginning 10/21/2025.

“Class B” Beer & Liquor License:

1. **Metro Market #132** at 1500 Pinecrest Ave, Stevens Point for license period beginning 11/10/2025.

Reserve “Class B” Beer & Liquor License:

1. **Golden Curry LLC** at 1035 Main St, Stevens Point for license period beginning 10/21/2025.

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: Holiday Parade

3. Name of Sponsoring Person or Organization: Stevens Point Downtown Business Improvement District

Address: 1105 Main Street, Suite A 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: 1105 Main Street, Suite A City: Stevens Point State: WI 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: Thursday 30

6. Event Date(s): Wednesday, November 26, 2025 Event Start Time: 6pm Event End Time: 6pm

7. Set Up Date and Time: Wednesday, November 26, 2025 3pm

8. Event Assembly Location: Main Street from Rogers St to the Mathias Mitchell Square and at all intersections through Main St. See Map

Event Dispersal Location (if different from Assembly Location): Mathias Mitchell Public Square

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: 30-50 Spectators/Attendees: 500+ Vehicles: 30-50 Animals: NA

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 proper placement of barricades to close the street): Main Street Closed Starting at Centerpoint Dr/Rogers and all streets leading into Main Street from Centerpoint Drive. All streets leading into Mathias Mitchell Square.

14. Briefly Describe Your Event (You May Attach Additional Pages, If Needed):

Annual Holiday Parade through Downtown Stevens Point

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: Request for crowd safety

17. Emergency On-Site Contact Person (Please list full name, phone number and email):

Kristeen Carne 715-340-3259 kristeencarne@yahoo.com

RECEIVED

AUG 29 2025

CITY CLERK'S OFFICE

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

		Yes	No			Yes	No
1	Admission/Entry Fee	<input type="checkbox"/>	<input checked="" type="checkbox"/>	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)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	Alcoholic Beverages Served (Additional Permit Required—Contact City Clerk: 715-346-1569)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	11	Financial Gain Activity	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	Amplification Equipment	<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	Horses/Animals	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6	Concession Sales	<input type="checkbox"/>	<input checked="" type="checkbox"/>	15	Musical Bands	<input checked="" type="checkbox"/>	<input 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 checked="" type="checkbox"/>	<input type="checkbox"/>	17	Vendor Displays/Sales	<input type="checkbox"/>	<input checked="" type="checkbox"/>
9	Erection of Tents/Temporary Structures—Area Less than 400sq. ft.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	18	Usage of the Square (Farmers Market Runs May 1st - October 31st—Contact: stevenspointfarmersmarket@gmail.com)	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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.

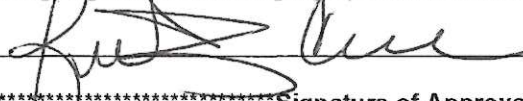
NON-DISCRIMINATION, HOLD HARMLESS, INDEMNIFICATION AND DEFENSE

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.

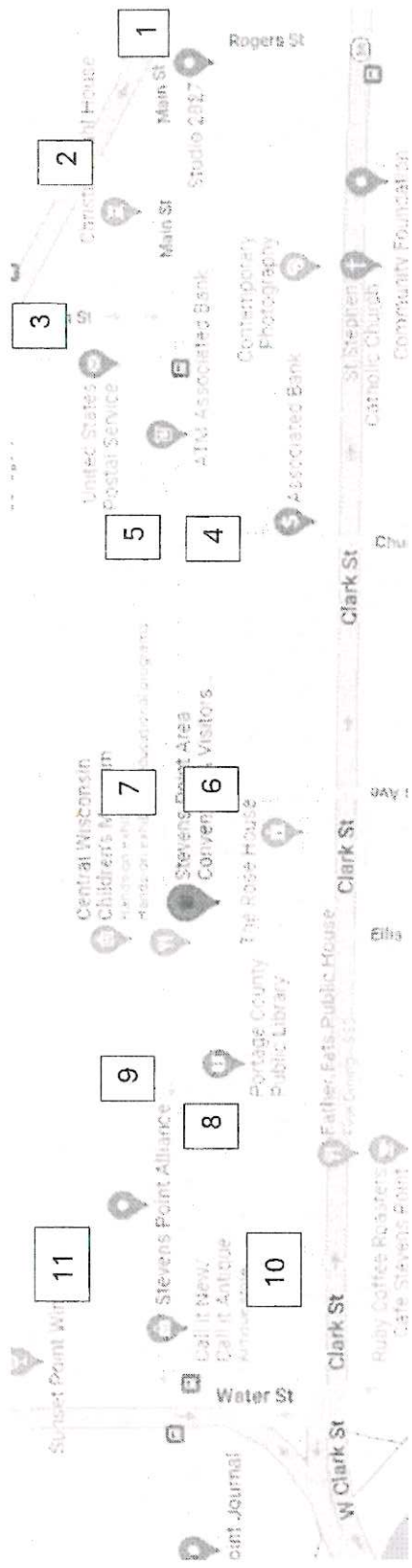
NOTHING CONTAINED WITHIN THIS AGREEMENT IS INTENDED TO BE A WAIVER OR ESTOPPELS OF THE CONTRACTING MUNICIPALITY OR ITS INSURER TO RELY UPON THE LIMITATIONS, DEFENSES, AND IMMUNITIES CONTAINED WITHIN WISCONSIN LAW, INCLUDING THOSE CONTAINED WITHIN WISCONSIN STATUTES §§ 893.80, 895.52, AND 345.05. TO THE 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: 8/29/25

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

Signature of City Clerk: _____ Date: _____



Downtown Stevens Point Holiday Parade-Street Closures
Wednesday, November 26th, 2025

- 1- Main and Rogers Street
- 2- Prentice St and Centerpoint Dr
- 3- Smith St and Centerpoint Dr
- 4-5- North and South Intersections of Church with Main St
- 6-7- North and South Intersections of Strongs Ave with Main St
- 8-9 - North and South Intersections of 3rd St with Main St
- 10-11- North and South Entrances of 2nd Street to the Mathias Mitchell Public Square

SPECIAL EVENT PERMIT APPLICATION

Application Fee: \$35

OFFICE USE ONLY:
DATE: 9/16/25
AMOUNT: \$35
RECEIPT: 182644091

- 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: [X] New Event [] Return Event as Previously Presented [] Return Event w/ Changes

2. Name of Event: GO WITH YOUR GUT 5K

3. Name of Sponsoring Person or Organization: GI ASSOCIATES
Address: 3225 BUSINESS PARK DRIVE City: STEVENS POINT State: WI Zip Code: 54481

Is this a 501 (C-3) non-profit organization? [] Yes [X] No If Yes, Tax Exempt CES#:

4. Contact Person: TAMMY KIRSLING
Phone: 715-347-7407 Email: TAMMY.KIRSLING@GIASSOC.ORG Fax:

Address: 3225 BUSINESS PARK DRIVE City: STEVENS POINT State: WI Zip Code: 54481

5. Event Type: (Check All That Apply and Describe: Run/Walk, Concert, Festival, Picnic, Etc.)

- [X] Athletic Event: GO WITH YOUR GUT 5K, POSSIBLY CHIPPED VS. FUN WALK/RUN
[] Financial Gain Event on City Property:
[] Free Public Event on City Property:
[] Private Event:
[] Other:

6. Event Date(s): 4/25/2026 Event Start Time: 0900 Event End Time: approx 1030

7. Set Up Date and Time: 4/25/2026 - setup approx 0700

8. Event Assembly Location: GI ASSOCIATES - STEVENS POINT
Event Dispersal Location (if different from Assembly Location):

9. Alternative Location: [] Yes [X] 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: ~150 - ~250 Vehicles: ~200 Animals:

11. Site Plan/Map of Event Attached [REQUIRED]: [X] Yes [] No
(Include Locations of Vendors, Tents, Portable Restrooms, Etc.)

12. Street Closures Required? [X] 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): Looking to start at GI Associates, 3225 Business Park Drive, we will need to cross the street to get to the business park trail. We will need help to guide traffic during crossing of road.

14. Briefly Describe Your Event (You May Attach Additional Pages, If Needed):
GI ASSOCIATES WOULD LIKE TO HOLD A "GO WITH YOUR GUT 5K" TO RAISE AWARENESS ABOUT GASTROINTESTINAL HEALTH. THE PROCEEDS WOULD BE DONATED TO THE CROHN'S AND COLITIS FOUNDATION.

15. Describe any additional needs from the City or City Facilities (Fencing, Garbage Cans, City Facilities, Parks, etc.):
WOULD LIKE TO USE SAFETY VESTS FOR OUR VOLUNTEERS.

16. Police Presence Needed? [] Police [X] Auxiliary Officer (Contact Lt. Uitenbroek at buitenbroek@stevenspoint.com)
Please Explain: possible for street closure

17. Emergency On-Site Contact Person (Please list full name, phone number and email):
TAMMY KIRSLING 715-347-7407, TAMMY.KIRSLING@GIASSOC.ORG

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

	Yes	No		Yes	No
1	<input type="checkbox"/>	<input checked="" type="checkbox"/>	10	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Alcoholic Beverages Served (Additional Permit Required— Contact City Clerk: 715-346-1569)		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)			
2	<input type="checkbox"/>	<input checked="" type="checkbox"/>	11	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Admission/Entry Fee		Financial Gain Activity			
3	<input type="checkbox"/>	<input checked="" type="checkbox"/>	12	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Amplification Equipment		Fireworks—Please Explain Below: (Additional Permit Required—Contact Fire Department & Ask for Officer on Duty: 715- 344-1833)			
4	<input type="checkbox"/>	<input checked="" type="checkbox"/>	13	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Amusement Rides/Inflatables (Certificate of Insurance Required— Contact City Clerk's Office: 715-346-1569)		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	<input type="checkbox"/>	<input checked="" type="checkbox"/>	14	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Boats/Snowmobiles/ATVs		Food Truck on Site			
6	<input checked="" type="checkbox"/>	<input type="checkbox"/>	15	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Concession Sales		Musical Bands			
7	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Drive Anything Into the Ground (Utility Location Required \$25—Contact Parks Department: 715-346-1531)		Portable Toilets			
8	<input type="checkbox"/>	<input checked="" type="checkbox"/>	17	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Electricity Needed		Vendor Displays/Sales			
9	<input checked="" type="checkbox"/>	<input type="checkbox"/>	18	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Erection of Tents/Temporary Structures— Area of 399 sq ft or less		Usage of the Square (Farmers Market Runs May 1st - October 31st— Contact: stevenspointfarmersmarket@gmail.com)			
			19	<input type="checkbox"/>	<input checked="" type="checkbox"/>
		Horses/Animals			

Additional Explanation Here:

STILL IN SEARCH OF FOOD TRUCK FOR EVENT. I would like to discuss this route to ensure that our path is doable.

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.

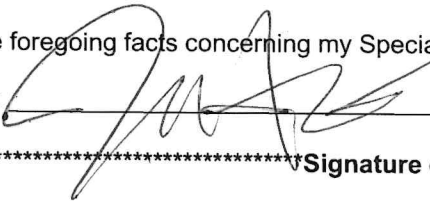
NON-DISCRIMINATION. HOLD HARMLESS. INDEMNIFICATION AND DEFENSE

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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: 9/15/2025

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

Signature of City Clerk: _____ Date: _____

City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481-3594
www.stevenspoint.com



Susan Pagel
City Clerk
(715) 346-1569

MEMO

Date: October 6, 2025
To: Public Policy and General Government Committee
RE: Discussion on use of account #100.51.00100.5000

Dear Alderpersons:

I'd like to bring forward a topic for discussion regarding an Alderperson budget account called Common Council Miscellaneous Expenses (Account #100.51.00100.5000). Historically, the purpose of this account and the process for approving expenditures from it have not been clearly defined.

In November 2024, this account was used to fund wage increases for Alderpersons. The account has also been used for items such as constituent newsletters and listening sessions. However, without formal guidance, the use and approval process for this account has been inconsistent. Over the years, approvals have varied, contributing to some confusion about how this account should be used and who holds final authority.

It may be beneficial to use this discussion as a foundation for developing a clear policy ahead of the 2026 budget cycle. This would help ensure transparency and consistency in how these funds are managed moving forward.

My questions for the Committee:

1. What is the approved use of the funds?
2. How much of the budget is allocated to each Alderperson or does it matter?
3. Who should have authority to approve the expenses?

Finance Committee is going to discuss the amount budgeted for 2026.

A handwritten signature in black ink that reads "Susan Pagel".

Susan Pagel
City Clerk

COMMON COUNCIL
BUDGET TO ACTUAL
01/22-9/25

Account Number	2022	2022	2023	2023	2024	2024	2025	01/25-
Account Title	Budget	Actual	Budget	Actual	Budget	Actual	Budget	09/25 Actual
100.51.00100.5000 MISCELLANEOUS EXPENSES	5,700	1,465	5,700	1,976	5,700	1,605	5,122	1,102