

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
February 9, 2026 - 6:15 PM
(or immediately following previously scheduled meeting)**

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

OR

Zoom Teleconferencing

Meeting ID: 819 0916 8646 | Passcode: 559857

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" Wine License: Crazy Taco Express, LLC at 301 Division Street, Stevens Point for license period beginning February 18, 2026.
3. Request to Hold Event/Street Closing:
 - A. Point Bock Run on March 6, 2026 (Recurring).
 - B. Downtown Easter Egg Hunt on April 4, 2026 (Recurring).
 - C. UWSP Homecoming Hotspot 2026 on October 10, 2026 (Recurring).
4. Discussion only Media Policy.
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
February 9, 2026**

Class "B" Beer & Class "C" Wine Licenses:

1. **Crazy Taco Express, LLC** at 301 Division Street, Stevens Point for license period beginning February 18, 2026.

SPECIAL EVENT PERMIT APPLICATION

OFFICE USE ONLY:

DATE: 1/6/26
AMOUNT: \$35
RECEIPT: 189613764

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: POINT BOCK RUN
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: 2617 WATER 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: 5-MILE RUN
Financial Gain Event on City Property:
Free Public Event on City Property:
Private Event:
Other:
6. Event Date(s): 3/6/26 5PM-7PM ON ABD 3/7/26 10AM - 4PM Event Start Time: Event End Time:
7. Set Up Date and Time: SET-UP ON WEDNESDAY - FRIDAY MARCH 4TH-6TH
8. Event Assembly Location: ACROSS THE STREET FROM THE STEVENS POINT BREWERY
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: 2000 Spectators/Attendees: 1000 Vehicles: 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): SEE ATTACHED
14. Briefly Describe Your Event (You May Attach Additional Pages, If Needed):
Annual Point Bock Run is a 5-Mile Run, Saturday, March 7th, 2026. The run will begin and end at the Stevens Point Brewery. It will begin at noon.
On Saturday, March 7th the run will draw 2000 runners of all ages and abilities with proceeds donated to promote and support healthy lifestyles in central Wisconsin. After the run participants will enjoy beverages from the Stevens Point Brewery in the heated tent across the street.
15. Describe any additional needs from the City or City Facilities (Fencing, Garbage Cans, City Facilities, Parks, etc.):
16. Police Presence Needed? Police Auxiliary Officer (Contact Lt. Uitenbroek at buitenbroek@stevenspoint.com)
Please Explain: Two contractual police officers needed and auxiliary officers on the race route.
17. Emergency On-Site Contact Person (Please list full name, phone number and email):
Julie Birrenkott, 715-252-3926, julie@pointbeer.com

RECEIVED

JAN 07 2026

CITY CLERK'S OFFICE

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 checked="" type="checkbox"/>	<input 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 checked="" type="checkbox"/>	<input type="checkbox"/>
2	Admission/Entry Fee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	11	Financial Gain Activity	<input checked="" type="checkbox"/>	<input 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 checked="" type="checkbox"/>	<input 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 checked="" type="checkbox"/>	<input 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 checked="" type="checkbox"/>	<input type="checkbox"/>	16	Portable Toilets	<input checked="" type="checkbox"/>	<input 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 of 399 sq ft or less	<input type="checkbox"/>	<input checked="" type="checkbox"/>	18	Usage of the Square (Farmers Market Runs May 1st - October 31st— Contact: stevenspointfarmersmarket@gmail.com)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
				19	Horses/Animals	<input type="checkbox"/>	<input checked="" 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: Julie Bimencott Date: 1/6/26

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

Signature of City Clerk: _____ Date: _____

POINT BOCK RUN ROAD CLOSURES

Both West-bound lanes of County Hwy HH from Whiting Ave. to West River Dr. will be closed to traffic. West-bound traffic will be re-routed to the right-hand East-bound lane during the race. From approx 11:45 a.m. - 1:15 p.m.

Water Street CLOSED from Francis to Whiting Ave. from approx 11:45 a.m. — 1:15 p.m.

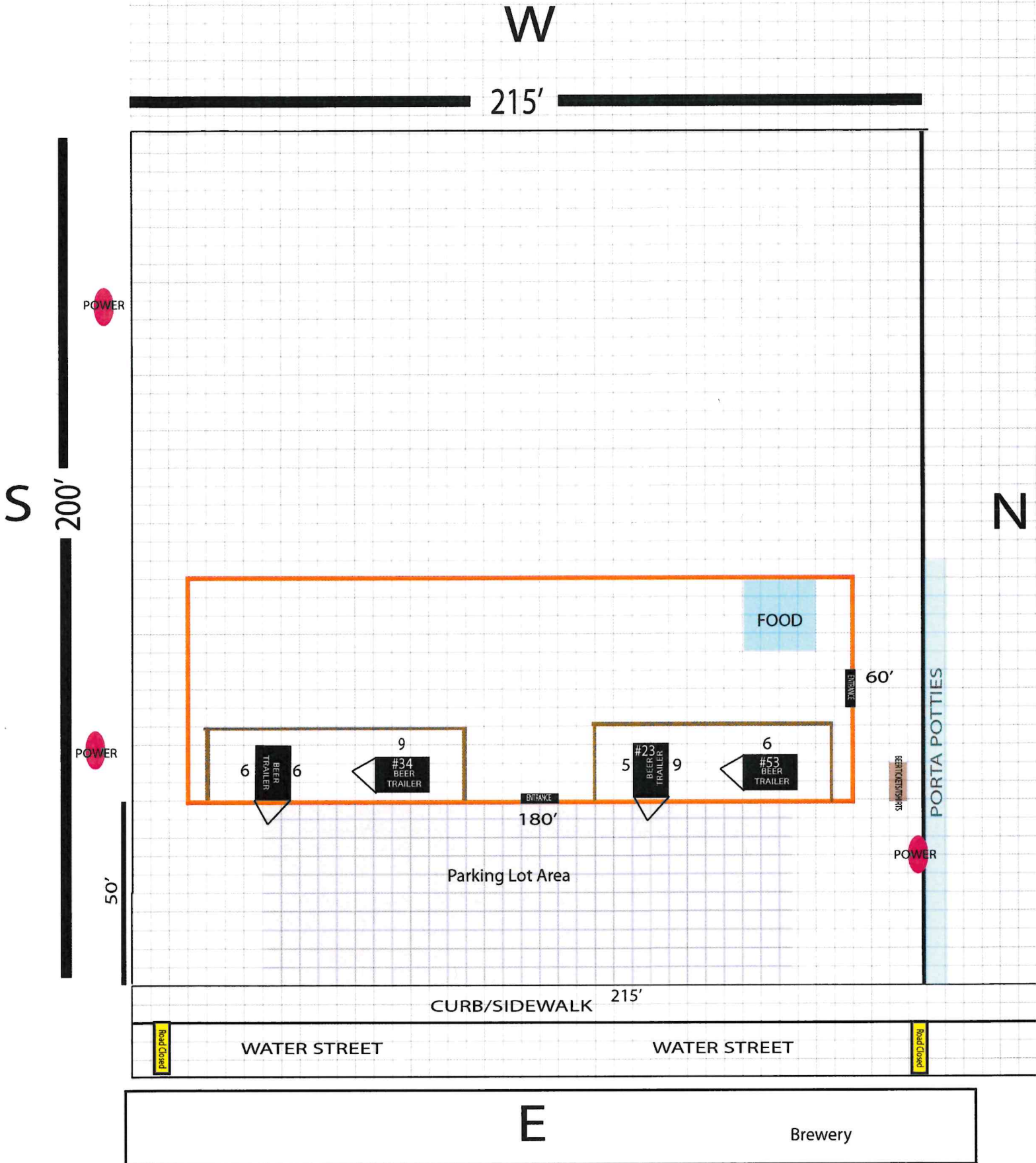
Water St CLOSED from Francis to Matilda from approx. 9:00 a.m. — 4:00 p.m.

Whiting Ave will be CLOSED to County Hwy HH until all runners have returned past the intersection of Water St and Whiting Ave.

Visitors of the Portage County Home can access the complex at the South Entrance near Williams St.

West River Dr. from HH to West Maple Ridge Dr will be completely closed to all traffic from approx. 11:45-1:15 p.m. or until the street is cleared. Be on the lookout for runners/walkers after 1:15 PM and use caution.

ADDITIONAL ROAD BLOCKS WILL BE DISCUSSED WITH LT. UITENBROEK.





* Additional safety/road blocks will be discussed with Lt. Uitenbroek

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: _____
3. Name of Sponsoring Person or Organization: _____
 Address: _____ City: _____ State: _____ Zip Code: _____
 Is this a 501 (C-3) non-profit organization? Yes No If Yes, Tax Exempt CES#: _____
4. Contact Person: _____
 Phone: _____ Email: _____ 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): _____ Event Start Time: _____ Event End Time: _____
7. Set Up Date and Time: _____
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: _____ Spectators/Attendees: _____ Vehicles: _____ 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): _____
14. Briefly Describe Your Event (You May Attach Additional Pages, If Needed):

15. Describe any additional needs from the City or City Facilities (Fencing, Garbage Cans, City Facilities, Parks, etc.):

16. Police Presence Needed? Police Auxiliary Officer (Contact Lt. Uitenbroek at buitenbroek@stevenspoint.com)
 Please Explain: _____
17. Emergency On-Site Contact Person (Please list full name, phone number and email):

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 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 type="checkbox"/>
2	Admission/Entry Fee	<input type="checkbox"/>	<input type="checkbox"/>	11	Financial Gain Activity	<input type="checkbox"/>	<input type="checkbox"/>
3	Amplification Equipment	<input 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 type="checkbox"/>
4	Amusement Rides/Inflatables (Certificate of Insurance Required— Contact City Clerk's Office: 715-346-1569)	<input type="checkbox"/>	<input 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 type="checkbox"/>
5	Boats/Snowmobiles/ATVs	<input type="checkbox"/>	<input type="checkbox"/>	14	Food Truck on Site	<input type="checkbox"/>	<input type="checkbox"/>
6	Concession Sales	<input type="checkbox"/>	<input type="checkbox"/>	15	Musical Bands	<input 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 type="checkbox"/>	16	Portable Toilets	<input type="checkbox"/>	<input type="checkbox"/>
8	Electricity Needed	<input type="checkbox"/>	<input type="checkbox"/>	17	Vendor Displays/Sales	<input type="checkbox"/>	<input type="checkbox"/>
9	Erection of Tents/Temporary Structures— Area of 399 sq ft or less	<input type="checkbox"/>	<input type="checkbox"/>	18	Usage of the Square (Farmers Market Runs May 1st - October 31st— Contact: stevenspointfarmersmarket@gmail.com)	<input type="checkbox"/>	<input type="checkbox"/>
				19	Horses/Animals	<input 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.

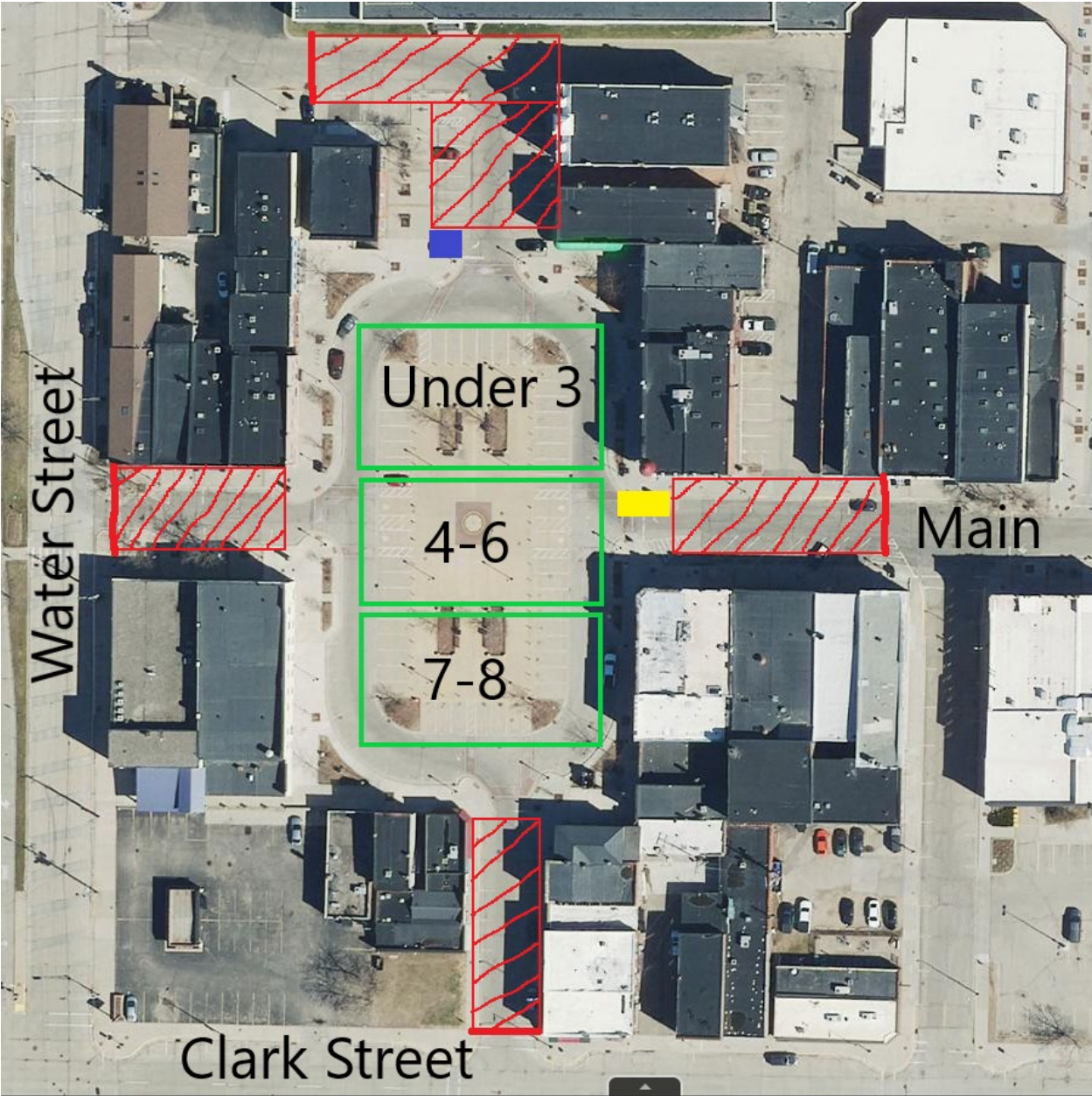
I hereby certify that the foregoing facts concerning my Special Event are true to the best of my knowledge:

Signature of Applicant: _____ Date: _____

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

Signature of City Clerk: _____ Date: _____

Easter Egg Hunt 2025 Map



SPECIAL EVENT PERMIT APPLICATION

OFFICE USE ONLY:
DATE: 11/21/20
AMOUNT: \$35
RECEIPT: 200007215

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: UWSP Homecoming Hotspot 2026
3. Name of Sponsoring Person or Organization: UW Stevens Point, Alumni Association
Address: 2100 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 CES#: ES008102042120313
4. Contact Person: Amanda Simons
Phone: 715-346-3098 Email: asimons@uwsp.edu Fax:
Address: 2100 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:
Free Public Event on City Property: Homecoming Celebration
Private Event:
Other:
6. Event Date(s): 10/10/2026 Event Start Time: 9 a.m. Event End Time: 3 p.m.
7. Set Up Date and Time: 10/07/2026
8. Event Assembly Location: Georke Park, near and around the Parker Building
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: 20 Spectators/Attendees: 1000 Vehicles: 50 Animals: 0
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):
14. Briefly Describe Your Event (You May Attach Additional Pages, If Needed):
UWSP Homecoming Hotspot and Reunion Area. Tents, games, food trucks, space for alumni and friends to gather and hold small reunions prior to the Homecoming Football Game.
15. Describe any additional needs from the City or City Facilities (Fencing, Garbage Cans, City Facilities, Parks, etc.):
We would like to rent the Parkering building aga starting on Wednesday October 7 through Monday October 12.
We request use of the Riverfront power grid again as well. We will UWSP refuse containers and fencing
16. Police Presence Needed? Police Auxiliary Officer (Contact Lt. Uitenbroek at buitenbroek@stevenspoint.com)
Please Explain:
No, UWSP Campus Police will provide security.
17. Emergency On-Site Contact Person (Please list full name, phone number and email):
Amanda Simons, 715-346-3098 (office) 715-498-9540 (cell), asimons@uwsp.edu

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 checked="" type="checkbox"/>	<input type="checkbox"/>
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7	Drive Anything Into the Ground (Utility Location Required \$25—Contact Parks Department: 715-346-1531)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	16	Portable Toilets	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8	Electricity Needed	<input checked="" type="checkbox"/>	<input type="checkbox"/>	17	Vendor Displays/Sales	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9	Erection of Tents/Temporary Structures— Area of 399 sq ft or less	<input type="checkbox"/>	<input checked="" type="checkbox"/>	18	Usage of the Square (Farmers Market Runs May 1st - October 31st— Contact: stevenspointfarmersmarket@gmail.com)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
				19	Horses/Animals	<input type="checkbox"/>	<input checked="" type="checkbox"/>

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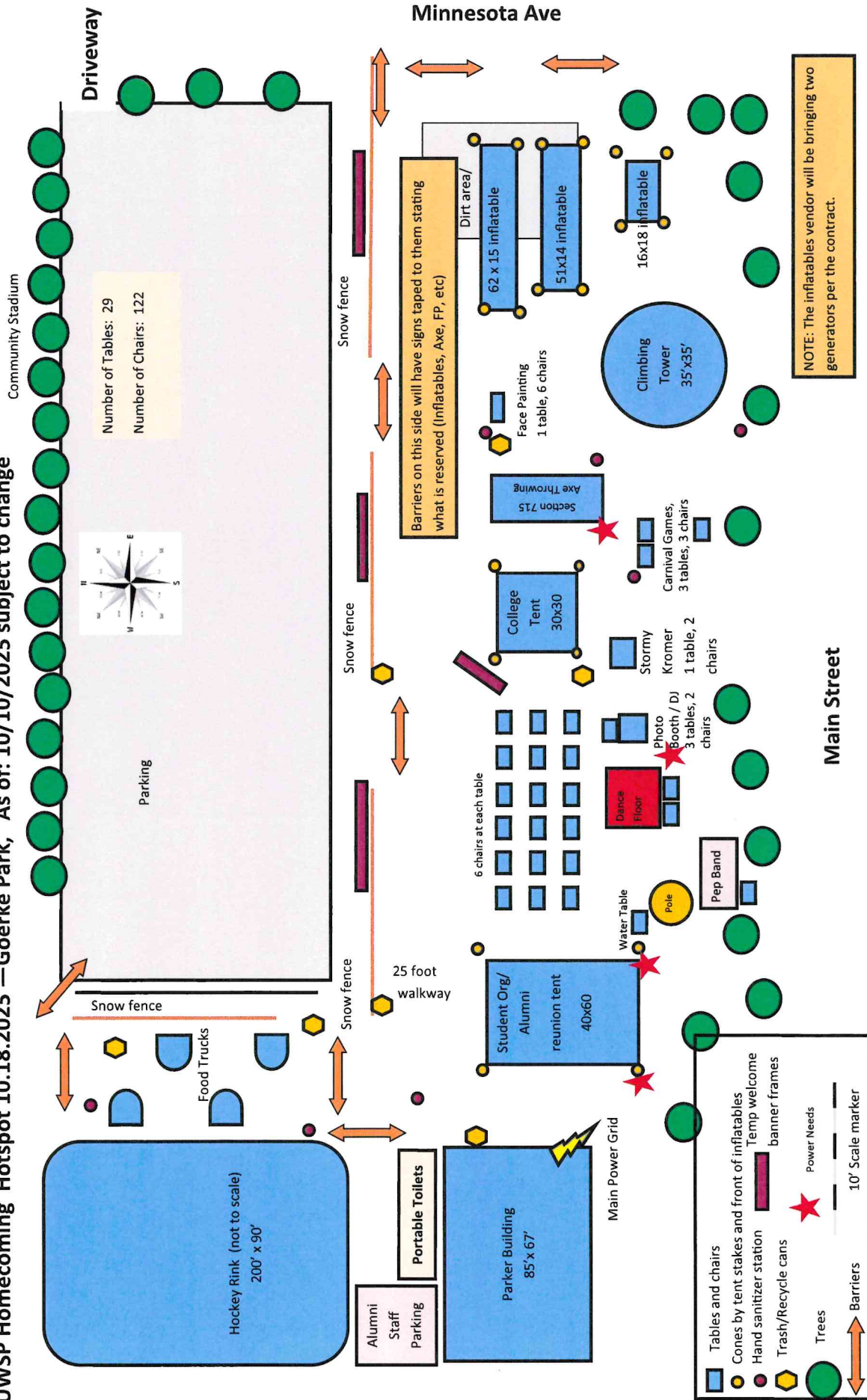
I hereby certify that the foregoing facts concerning my Special Event are true to the best of my knowledge:

Signature of Applicant: Jesse Crain Date: 12/8/2025
175DD1B75724412...

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

Signature of City Clerk: _____ Date: _____

UWSP Homecoming Hotspot 10.18.2025 —Goerke Park, As of: 10/10/2025 subject to change



Media Policy | Discussion Item for 09Feb2026 Public Policy Mtg

From District 3 <district3@stevenspoint.com>

Date Mon 1/26/2026 4:27 PM

To Andrew Beveridge <ABeveridge@stevenspoint.com>; Susan Pagel <spagel@stevenspoint.com>

Cc Mike Wiza <MWiza@stevenspoint.com>; Bethany Dowling <bdowling@stevenspoint.com>

 1 attachment (116 KB)

City Media Policy June 2020.pdf;

Good afternoon, Clerk Pagel and Attorney Beveridge

Last week, before he left town, I met with the Mayor about adding the Media Policy as a discussion item at our next Public Policy and General Government meeting on Monday, February 9th. I would also like this sample policy from the League of Wisconsin Municipalities added to the packet for comparison purposes.

<https://www.lwm-info.org/DocumentCenter/View/148/Sample-Media-Policy-PDF?bidId=>

I asked Mayor Wiza to bring this policy (and the League's sample), to his next Directors Meeting on February 2nd to get feedback from senior staff and the City Attorney (if they have any) on changes or additions they would like to see to the policy.

I do not have any requested changes, but if Directors and Alders do have suggested revisions, should they send them to Attorney Beveridge for review? Typically, it seems like that is the procedure to draft Ordinances and Ordinance Amendments, but I am not aware of the process or protocol for amending city policy.

I do not have any suggested revisions, but given the policy is over five years old, and most Alders had not seen or heard of it until last fall, I thought it would be worthwhile to have Council review it. It's possible that staff and Alders may be fine with the policy as is and no revisions are requested.

Once the Mayor has a chance to hear from staff, I would like to send out a short message or memo to Clerk Pagel to share with all Alders and include in the Public Policy packet. Attorney Beveridge if you would prefer to draft the memo, that is fine with me.

Let me know how this sounds to you and if you have any other suggestions on how best to review this policy.

Thanks!

Ginger Keymer

[Alder for District 3](#)

City of Stevens Point

district3@stevenspoint.com

City of Stevens Point Media Relations Policy

Version: 03/2020

GOAL:

The City of Stevens Point seeks to work cooperatively with the media to disseminate information of public interest and concern in an accurate, complete and timely manner.

POLICY:

1. To achieve the city's goal, the Mayor is designated as the City Public Information Officer or City PIO and shall be responsible for the implementation of this policy. When the City PIO is unavailable, he or she shall designate one of the authorized city spokespersons as the Acting City PIO.
2. The press should be treated like a customer of the city and all city employees or officials who engage with the press shall do so in a courteous, polite and professional manner. Any media inquiries received by city staff will be referred immediately to their Department Director who, in turn, will immediately forward the contact to the City PIO for response.
3. Inquiries from the news media are given a high priority by the City of Stevens Point and should be responded to as quickly and efficiently as possible. Every effort should be made to meet media deadlines and to ensure that all information released is accurate and complete.
4. When contacted by the City PIO for information needed to respond to a media inquiry, all Department Directors shall immediately provide the City PIO the most accurate and complete information available for the response.
5. If the City PIO determines that the city's goal can best be achieved by having someone with more background or expertise speak for the city on a particular topic, he or she may designate one of the authorized spokespersons to assist with, or give the city's response.
6. To assure that the city council members have accurate, complete and timely information to fulfill their responsibilities to represent the public in city affairs, they shall be informed by email of the substance of significant media inquiries and of the city's official response. They shall be notified of all official city press releases. Notification to city council members shall be in advance of release.

CITY SPOKESPERSONS:

Authorized city spokespersons that the City PIO, in his or her judgment, may designate for a particular response are:

The Mayor and City Council members
The City Attorney
All Department Directors
The Police Department or Fire Department PIO
City employees with expertise on a specific issue

**CITY OF STEVENS POINT
PUBLIC PROTECTION COMMITTEE MINUTES
June 8, 2020 - 6:20 PM**

Zoom Conference Call Meeting

Click to Connect: [Zoom Meeting](#) | Dial in Number: (312) 626-6799 | Meeting ID: 810 3697 2353

Discussion and Possible Action on:

1. Roll Call

PRESENT Ald. Jennings, Nebel, Kneebone, Leek, Fishler.

OTHERS Mayor Wiza; Clerk Krautkramer; Attorney Beveridge; C/T Ladick; Alders:

PRESENT Shorr, Zarazua, Johnson, Dalton, Morrow; Chief Finn; Interim Chief Zenner;
Directors: Lemke, Kernosky, Kremer, Beduhn; Kathy Johnson.

2. License List

A. Class "B" Beer and "C" Wine; and Renewal Class "B" Combination

Ald. Nebel **moved**, Ald. Fishler seconded, to approve the Class "B" Beer and "C" Wine and Renewal Class "B" Combination licenses.

Call for the vote: ayes, all; nays, none; motion carried.

3. Commercial Animal Establishment (Renewal):

A. The Barking Lot, 3432 Minnesota Avenue, Stevens Point, WI; Pamalla Schneider, 1937 Plover Street, owner.

B. Country Paws Bed & Biscuit, 2107 Country Club Drive, Stevens Point, WI; Laura Bronk, 2107 Country Club Drive, owner.

Ald. Leek **moved**, Ald. Fishler seconded, to approve the commercial animal establishment renewals.

Call for the vote: ayes, all; nays, none; motion carried.

4. Request to Hold Event/Street Closing

A. ~~Pedal Point Rally 2020, July 31 and August 1, 2020 (New)~~ **CANCELLED**

B. Bria Bella & Co Birthday Bash, June 15 - June 20, 2020 (Recurring)

Ald. Nebel **moved**, Ald. Fishler seconded, to approve the closure of two parking spaces on Friday, June 19 and Saturday June 20.

Call for the vote: ayes, all; nays, none; motion carried.

C. Discover Downtown, July 18, 2020 (Recurring)

Kathy Johnson, 1201 Water Street, asked what the proper application is and what the Committee members biggest fears are with the open intoxicants.

Ald. Jennings said this can be discussed further on agenda item 8.

Ald. Kneebone **moved**, Ald. Leek seconded, to approve the street closure and rain date for Discover Downtown.

Call for the vote: ayes, all; nays, none; motion carried.

D. ~~Farmers Market – Street Closure Request~~ – *APPLICANT PULLED ITEM PRIOR TO THE MEETING*

5. Polling Locations Changes

A. Resolution - Temporary Change to District 1 Polling Location

B. Ordinance Amendment: Chapter 15.10 Polling Places

Ald. Fishler **moved**, Ald. Nebel seconded, to approve moving the polling locations based on Clerk Krautkramer’s recommendations.

Call for the vote: ayes, all; nays, none; motion carried.

6. City of Stevens Point Media Relations Policy

Ald. Nebel **moved**, Ald. Kneebone seconded, to approve adopting the City of Stevens Point Media Relations Policy.

Call for the vote: ayes, all; nays, none; motion carried.

7. Ordinance Amendment: Chapter 16.12 Central Business District Sidewalk Café Licenses

Ald. Nebel **moved**, Ald. Fishler seconded, to approve the removal of requiring fencing for the 2020 year.

Mayor Wiza said Troy Hojnacki, 912 Main Street, contacted him saying he is in support of this.

Ald. Jennings read an email from Christopher Klesmith, Create Portage County Project Activator, who wrote in support of this to provide safer dining and business options during the COVID pandemic.

Call for the vote: ayes, all; nays, none; motion carried.

8. Discussion and possible action on relaxing the Open Intoxicant Ordinance on specific days in the downtown area.

Kathy Johnson, 1201 Water Street, thanked everyone for their consideration with this. She expressed the urgency and importance with coming up with a plan now because downtown businesses may not survive if this is postponed. She expressed her feelings on how and why this is a good idea for downtown.

Marlene Pohl, 9654 Krogwold Road, Amherst Junction, questioned the fairness of only opening this up to the downtown area. She expressed her concerns; one of them being the affects on the other businesses in the City.

Trevor Roark, 601 Washington Avenue, said he supports amending the ordinance and said it is a great step forward.

Kellen Ferkey, 725 Franklin Street, said he would be excited to see Thursdays as an option and that the public would benefit greatly from this.

The committee asked staff to clarify this and bring it to Council to vote on.

9. Discussion and possible action regarding the use of public parking lots and street side parking spaces for outdoor service, seating, and sales areas for local businesses.

Kathy Johnson, 1201 Water Street, said due to the urgency of this, asked if the permits and additional fees be waived to the businesses.

Jared Lensmire, 1410 Third Street, expressed his gratitude towards the committee, alders, and city staff for pushing this through so quickly.

Ald. Cindy Nebel **moved**, Ald. Thomas Leek seconded, to approve the use of public parking lots and street side parking spaces for outdoor service seating, and sales areas for local businesses with a sunset clause of 2020.

Mayor Wiza said this would require an ordinance amendment and the motion does not approve an ordinance amendment.

Ald. Nebel **amended**, Ald. Leek seconded, the motion asking staff to draft an ordinance amendment with a clause including a sunset date of 2020.

Call for the vote: ayes, all; nays, none; motion carried.

10. Adjournment

Adjourned at 7:43 p.m.

**CITY OF STEVENS POINT
REGULAR COUNCIL MEETING MINUTES**

Zoom Conference Call Meeting
Click to Connect: [Zoom Meeting](#)
Dial in Number: (312) 626-6799
Meeting ID: 820-8772-2192

June 15, 2020
7:00 PM

1. Roll Call

Mayor Wiza, Presiding

PRESENT Ald. Jennings, Shorr, Zarazua, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler, Morrow

ABSENT Ald. Nebel

OTHERS Clerk Krautkramer, Attorney Beveridge, C/T Ladick, Chief Finn, Interim Chief Zenner,
PRESENT Dir. Beduhn, Dir. Kernosky, Dir. Kremer, Dir. Lemke, H/R Manager Jakusz, Facilities Supervisor Gullickson, IT Manager Van Dreef, Project Manager Skibinski, Mayoral Assistant Pazdernik, Clerk Administrative Assistant Loew, Taylor Hale - Portage County Gazette

2. Salute to the Flag and Mayor's opening remarks

3. Persons who wish to address the Mayor and Council on specific agenda items other than a "Public Hearing" must register their request at this time. Those who wish to address the Common Council during a "Public Hearing" are not required to identify themselves until the "Public Hearing" is declared open by the Mayor.

4. Persons who wish to address the Mayor and Council for up to three (3) minutes regarding a non-agenda item.

Theresa McCraw, 193 Forest Street N, expressed her frustration with the process of Mayoral Appointments and said it is the good 'ole boy system at it's worst.

Mike Taylor, 6905 Country Beautiful Lane, urged Council to update Chapter 12.02 3b of the City's ordinances to add the words "...or headquartered in Portage County" to allow more local businesses to stay in the Farmer's Market and give back to the community. He said he could have gotten a Peddler's License to sell his products but it would not allow him to sell his glass bottled soda.

Consideration and Possible Action on the Following:

5. Consent Agenda

- Minutes of the Common Council Meeting of May 18, 2020.

- Minutes and Actions of the Police and Fire Commission meeting of May 5, 2020
 4. Confirmation of bills - March and April 2020
- Minutes and Actions of the Park Commission meeting of June 3, 2020
 2. Approval of May 6, 2020 meeting minutes
 3. Lease agreement with Northward Peddle and Paddle for two vacant buildings in Iverson Park for water and land recreation equipment rentals and concessions.
 4. 2020 Donald Copps Municipal Pool Operations
 5. Organized activities and sports in City Parks.
 6. Lodge and facility rentals in City Parks
 8. Director's Report
- Minutes and Actions of the Airport Commission meeting of June 8, 2020
 2. Approval of Department Claims
- Minutes and Actions of the Transportation Commission of June 8, 2020
 3. Approval of the May 2020 financial/claims report.
 4. Canadian National access agreement.
- Minutes and Actions of the Boards of Water and Sewerage Commissioners meeting of June 8, 2020
 2. Approval of Department Claims
- Minutes and Actions of the Plan Commission meeting of June 1, 2020:
 10. Request from Lineage SCS WI, LLC, for a site plan review of an expansion to the existing cold storage warehouse facility at 5700 E.M. Copps Drive.
 11. Request from the City of Stevens Point for a site plan review for proposed improvements to Emerson Park.
 13. May, 2020 Monthly Report.
- Minutes and Actions of the Board of Public Works meeting of June 8, 2020
 2. To award the 2020 Pavement Maintenance Program #20-04 to Fahrner Asphalt of Wisconsin in the amount not to exceed \$294,735.80.
- Minutes and Actions of the Personnel Committee meeting of June 8, 2020
 2. Request to increase IT Support Analyst position from part-time to full-time.
 3. Elected versus appointed Clerk, Comptroller/Treasurer and City Attorney.
 4. Request to hire a limited term employee (LTE) in the Community Development Department.
 5. Adjourn into closed session pursuant to Wisconsin State Statute 19.85(1)(c) to consider a request for leave of absence without pay.
 6. Reconvene into open session for action on the request for leave of absence without pay.

- Minutes and Actions of the Finance Committee meeting of June 8, 2020.
 2. Presentation of feasibility analysis for creation of 3 new Tax Incremental Financing (TIF) districts.
 5. Request to Increase IT Support Analyst position from Part-Time to Full-Time.
 6. Adjusting licensing fees for 2020 due to the interruption in business operations.
 7. Operation of the Municipal Pool for the current year.
 8. Capital reallocation for the Parks Department.
 9. Request to hire a Limited Term Employee (LTE) in the Community Development Department.
 10. Approval of Claims Paid
- Minutes and Actions of the Public Protection meeting of June 8, 2020.
 2. License List
 3. Commercial Animal Establishment
 4. Request to Hold Event/Street Closing
- Statutory Monthly Financial Report by Comptroller/Treasurer
- Mayoral Appointments - Transportation Commission: Greg Koepel to the unexpired term of Marv Noltze (expires 4/30/23)

Michael O'Mera 1809 Clark Street, encouraged Council to approve and follow the Park Plan.

Ald. Jennings asked to pull agenda item 6 of the Finance Committee - Adjusting licensing fees for 2020 due to the interruption in business operations.

Ald. Johnson asked to pull agenda item 4 from the Parks Commission - 2020 Donald Copps Municipal Pool Operations and item 7 from the finance committee - Operation of the Municipal Pool for the current year.

Ald. Johnson **moved**, Ald. Zarazua seconded, to approve the consent agenda with the three agenda items pulled for further discussion. .

Call for the Vote: Ayes: Jennings, Shorr, Zarazua, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler, Morrow.
Nays: None. Motion adopted.

Ald. Johnson **moved**, Ald. Slowinski seconded, to close the Copps Municipal Pool for the 2020 operating season.

Call for the Vote: Ayes: Jennings, Shorr, Zarazua, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler.
Nays: Morrow. Motion adopted.

Ald. Jennings **moved**, Ald. Johnson seconded, to reject the adjustment of licensing fees. .

Call for the Vote: Ayes: Morrow, Fishler, Leek, Kneebone, Slowinski, Johnson, Zarazua, Shorr, Jennings.
Nays: Dalton. Motion adopted.

6. To award 2020 Goerke Football Stadium Exterior Restoration Project #2010 to Holton Brothers Inc. out of Grafton, WI in the amount not to exceed \$53,600.

Ald. Shorr **moved**, Ald. Slowinski seconded, to approve the accept the bid in the amount not to exceed \$53,600.

Call for the Vote: Ayes: Jennings, Shorr, Zarazua, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler, Morrow.
Nays: None. Motion adopted.

7. Resolution - Conditional Use Permit to operate a partial multiple-dwelling complex at 3421 Church Street.

Ald. Kneebone **moved**, Ald. Morrow seconded, to approve the to approve the resolution for a conditional use permit to operate a partial multiple-dwelling complex at 3421 Church Street.

Call for the Vote: Ayes: Jennings, Shorr, Zarazua, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler, Morrow.
Nays: None. Motion adopted.

8. Resolution - Conditional Use Permit to construct a front porch setback 15' 6" from the Franklin Street ROW at 516 Franklin Street.

Ald. Jennings **moved**, Ald. Zarazua seconded, to approve conditional use permit to construct a front porch setback 15'6" from the Franklin Street right of way at 516 Franklin Street.

Call for the Vote: Ayes: Morrow, Fishler, Dalton, Leek, Kneebone, Slowinski, Johnson, Zarazua, Shorr, Jennings
Nays: None. Motion adopted.

9. Resolution - Conditional Use Permit to construct a gymnasium/lunchroom addition and enclosing an existing overhang at 600 Maria Drive, also known as Madison Elementary School.

Ald. Morrow **moved**, Ald. Leek seconded, to approve the permit for Madison Elementary School.

Call for the Vote: Ayes: Jennings, Shorr, Zarazua, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler, Morrow.
Nays: None. Motion adopted.

10. Resolution - Conditional Use Permit to construct a lunchroom/kitchen addition at 1800 East Avenue, also known as Jefferson Elementary School.

Ald. Johnson **moved**, Ald. Morrow seconded, to approve the Conditional Use Permit to construct a lunchroom/kitchen addition at 1800 East Avenue, known as Jefferson Elementary School.

Call for the Vote: Ayes: Morrow, Fishler, Dalton, Leek, Kneebone, Slowinski, Johnson, Zarazua, Shorr, Jennings
Nays: None. Motion adopted.

11. Resolution - Rezone 3041 Michigan Avenue from "B-4" Commercial to "M-1" Light Industrial.

Ald. Fishler **moved**, Ald. Johnson seconded, to approve the resolution to rezone 3041 Michigan Avenue from "B-4" Commercial to "M-1" Light Industrial.

Call for the Vote: Ayes: Jennings, Shorr, Zarazua, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler, Morrow.
Nays: None. Motion adopted.

12. Resolution - Conditional Use Permit to construct four duplexes on an unassigned addressed lot on Doolittle Drive (Parcel ID 281240827230027).

Ald. Johnson **moved**, Ald. Morrow seconded, to approve the Conditional Use Permit to construct four duplexes on an unassigned addressed lot on Doolittle Drive.

Call for the Vote: Ayes: Jennings, Shorr, Zarazua, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler, Morrow.
Nays: None. Motion adopted.

13. Ordinance Amendment - Tourist rooming houses; Sections 23.02(1)(b)(2), 23.02(1)(b)(3), 23.02(1)(f)(3), 23.02(2)(a)(3).

Ald. Jennings **moved**, Ald. Shorr seconded, to approve the ordinance amendment for tourist rooming houses.

Call for the Vote: Ayes: Jennings, Shorr, Zarazua, Johnson, Kneebone, Fishler.
Nays: Slowinski, Leek, Dalton, Morrow. Motion adopted.

14. Purchase of 1009 Second Street (Parcel ID 281240832200405).

Ald. Kneebone **moved**, Ald. Johnson seconded, to approve the purchase of 1009 Second Street.

Call for the Vote: Ayes: Morrow, Fishler, Dalton, Leek, Kneebone, Johnson, Zarazua, Shorr, Jennings
Nays: Slowinski. Motion adopted.

15. To award the 2020 Pavement Maintenance Program #20-04 to Fahrner Asphalt of Wisconsin in the amount not to exceed \$294,735.80.

Ald. Morrow **moved**, Ald. Johnson seconded, to approve the 2020 Pavement Maintenance Program #2004 to Fahrner Asphalt of Wisconsin in the amount not to exceed \$294,735.80.

Call for the Vote: Ayes: Jennings, Shorr, Zarazua, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler, Morrow.
Nays: None. Motion adopted.

16. To fund and award the Bicycle Network Improvement Project (TAP Grant) Project to Century Fence, Inc. out of Pewaukee, WI in the amount not to exceed \$685,480.82.

Trevor Roark, 601 Washington Avenue, is thankful for the past four years working with City Staff, public officials, and residence in support of writing and winning the TAP Grant. He spoke in favor of accepting the bid and explained the consequences of failing to accept the bid.

Michael O'Mera, 1809 Clark Street, agreed with Mr. Roark. It is a tough decision and the City is backed into a corner, but the City would have to accept the Grant.

Robin Rothfeder, 1640 Ellis Street, spoke in favor of the recommendation made by Dir. Beduhn. He explained significant downsides if the City does not move ahead with the project.

Ald. Shorr **moved**, Ald. Jennings seconded, to approve the project and award it to Century Fence out of Pewaukee, WI in the amount not to exceed \$685,480.82.

Call for the Vote: Ayes: Fishler, Dalton, Leek, Kneebone, Johnson, Zarazua, Shorr, Jennings.
Nays: Morrow, Slowinski. Motion adopted.

17. Resolution - Temporary Change to District 1 Polling Location.

Ald. Leek **moved**, Ald. Johnson seconded, to accept the resolution.

Call for the Vote: Ayes: Jennings, Shorr, Zarazua, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler, Morrow.
Nays: None. Motion adopted.

18. Ordinance Amendment - Chapter 15 - Polling Locations - 15.03 (10) moving polling location for District 10.

Ald. Fishler **moved**, Ald. Morrow seconded, to approve the polling location for District 10.

Call for the Vote: Ayes: Morrow, Fishler, Dalton, Leek, Kneebone, Slowinski, Johnson, Zarazua, Shorr, Jennings.
Nays: None. Motion adopted.

19. City of Stevens Point Media Relations Policy.

Ald. Johnson **moved**, Ald. Fishler seconded, to approve the motion with the amendment to remove "Public Information" and replace it with "Media Relation".

Call for the Vote: Ayes: Jennings, Shorr, Zarazua, Johnson, Slowinski, Kneebone, Leek,
Dalton, Fishler, Morrow.
Nays: None. Motion adopted.

20. Ordinance Amendment - Chapter 16.12 Central Business District Sidewalk Café Licenses.

Ald. Zarazua said Mr. Roark wanted to speak in favor of this item but had to leave.

Ald. Jennings **moved**, Ald. Johnson seconded, to approve the ordinance amendment as proposed.

Bob Woehr, 727 Second Street, explained what the original intentions of the fences were.

Troy Hojnacki, 912 Main Street, asked if the patio furniture could be kept outside overnight with the exception of Friday and Saturday nights. This would save on staff time for setting up and taking down the tables and chairs each day. He said they would look into a cabling system where everything could be locked together so nothing is stolen.

Mayor Wiza read a comment from Robin Rothfeder, 1640 Ellis Street, who said this is a great way to promote economic activities that minimize risks of pandemic transmission.

Call for the Vote: Ayes: Morrow, Fishler, Dalton, Leek, Kneebone, Slowinski, Johnson,
Zarazua, Shorr, Jennings.
Nays: None. Motion adopted.

21. Resolution - Relaxing the Open Intoxicant Ordinance on Specific Days in the Downtown Area.

Ald. Leek **moved**, Ald. Johnson seconded, to amend the wording in the last line of the resolution to only apply to plastic containers.

Call for the Vote: Ayes: All
Nays: None. Motion passed.

Ald. Johnson **moved**, Ald. Zarazua seconded, to amend the resolution to go from noon until 9:00 p.m..

Bob Woehr, 727 Second Street, is concerned with being able to clear the alcohol off of the square by 9:00 p.m. on Thursday and Friday nights with college students.

Call for the Vote: Ayes: Majority.
Nays: Minority. Motion adopted.

Mayor Wiza read a statement from Mike Beacom who said he did receive the letter in the mail regarding this discussion.

Louise Landowski, 921 Eighth Street, Plover, owner of the 833 Clark Street Apartments. She said she does not support this because she owns high end apartments and does not want drunks on the property and make an unsafe place for her tenants.

Mayor Wiza read a comment from Kathy Johnson saying that the Downtown Business owners are looking to make a higher end shopping and entertainment district, not college students going out partying after 10:00 p.m..

Ald. Johnson **moved**, Ald. Fishler seconded, to amend the map continuing the boundary at Strongs Avenue up to Center Point Drive the sidewalk along Center Point Drive continuing west all the way down to the boundary where the stop lights are at Sunset Point Winery and the Mid-State Technical College entrance.

Call for the Vote: Ayes: Majority
Nays: Minority. Motion adopted.

Ald. Johnson **moved**, Ald. Zarazua seconded, to approve the resolution as amended.

Call for the Vote: Ayes: Shorr, Zarazua, Johnson, Slowinski, Kneebone, Dalton, Fishler, Morrow, Leek.
Nays: Jennings. Motion adopted.

22. Ordinance Amendment - Chapter 8.09 (2)(f) and Chapter 16.08 (1) of the RMC regarding the use of public parking lots and street side parking spaces for outdoor service, seating, and sales areas for local businesses.

Ald. Jennings **moved**, Ald. Morrow seconded, to approve the ordinance amendment Chapter 8.09 (2)(f) and Chapter 16.08 (1) of the RMC regarding the use of public parking lots and street side parking spaces for outdoor service, seating, and sales areas for local businesses.

Call for the Vote: Ayes: Morrow, Fishler, Dalton, Leek, Kneebone, Slowinski, Johnson, Zarazua, Shorr, Jennings.
Nays: None. Motion adopted.

23. Resolution - adopting the Portage County [‘All Hazards Mitigation Plan’](#)

Ald. Johnson **moved**, Ald. Jennings seconded, to approve the resolution adopting the Portage County "All Hazards Mitigation Plan.

Call for the Vote: Ayes: Jennings, Shorr, Zarazua, Johnson, Slowinski, Kneebone, Leek, Dalton, Fishler, Morrow.
Nays: None. Motion adopted.

24. Adjournment

Adjourned at 10:05 p.m.

City of Stevens Point Media Relations Policy

Version: 06/2020

GOAL:

The City of Stevens Point seeks to work cooperatively, whenever possible, with the media to disseminate information of public interest and concern in an accurate, complete and timely manner.

POLICY:

1. To achieve the city's goal, the Mayor is designated as the City Media Relation Officer (City MRO) and shall be responsible for the implementation of this policy. When the City MRO is unavailable, they shall designate one of the authorized city spokespersons as the Acting City MRO.
2. The press should be treated courteously, politely and in a professional manner. Any media inquiries received by city staff shall be referred, as soon as is practicable, to their Department Director who, in turn, will, as soon as is practicable, forward the contact to the City MRO for response.
3. Inquiries from the news media are given a high priority by the City of Stevens Point and should be responded to as quickly and efficiently as possible.
4. When contacted by the City MRO for information needed to respond to a media inquiry, all Department Directors shall, as soon as is practicable, provide the City MRO the most accurate and complete information available for the response.
5. If the City MRO determines that the city's goal can best be achieved by having someone with more background or expertise speak for the city on a particular topic, they may designate one of the authorized spokespersons to assist with, or give the city's response.
6. To assure that the city council members have accurate, complete and timely information they shall be informed by email of the substance of significant media inquiries and of the city's official response. They shall be notified of all official city press releases. Notification to city council members shall be in advance of release.

CITY SPOKESPERSONS:

Authorized city spokespersons that the City MRO, in his or her judgment, may designate for a particular response are:

The City Council members
The City Attorney
All Department Directors
The Police Department or Fire Department MRO
City employees with expertise on a specific issue

6/8/2020 Public Protection Committee
6/15/2020 Common Council approved with amendment changing PIO to MRO.

MEDIA POLICY

Administrative Policy on Media Relations

GOAL:

The City of MUNICIPALITY intends to manage media communication with its residents, businesses and visitors by creating a Media Policy. The purpose of this policy is to identify employees who are empowered to speak for the City on significant communications in order to ensure the accurate dissemination of information. It is intended to reduce the likelihood of conflicting, unauthorized information from being released which may be inaccurate and misrepresentative. This policy applies to all employees while acting in the scope of their employment.

It is the policy of the City to foster and encourage an atmosphere of openness in dealing with the media. The release of (or dissemination of) accurate, timely information to the media and public is important not only in complying with the Open Meeting Law, but in maintaining good media relations and fostering an informed public.

The policy is not intended to address public officials. Issues concerning any elected official's contact with the media are exclusively within the purview of the City Council and are presumed to restrict any and all information discussed in closed session pursuant to ss 19.85 until it can be released.

POLICY:

1. The Mayor is the final authority for the City's media communications, with the exception of common or routine public safety issues. All city employees should notify the Mayor's Office about any non-routine media inquiry. The majority of City media requests are initiated when the media contacts a Department Head or Designee.
2. Because the media often works on tight deadlines, it is important that all departments respond as soon as possible when a request is made. Specific guidelines for responding to media requests follow. Inquiries from the news media are given a high priority by the City of Municipality. Requests for information should be responded to as effectively as possible.
 - Every effort should be made to ensure that all information released is accurate. Designated City staff should also assist the media to meet their deadlines.
 - City staff

CITY SPOKESPERSONS:

Unless otherwise authorized, the City's spokespersons are:

1. Mayor and City Council members
2. Communications Manager
3. Department Heads and/or Designees
4. City Attorney, City Clerk
5. Police Department and Fire Department Chiefs and/or Designees

6. Exceptions regarding departmental spokespersons may be made at the discretion of the Department Head with approval of the Mayor.

ROUTINE MEDIA INQUIRIES:

1. Any media inquiries received by other City personnel should be referred immediately to the Department Head or Designee.
2. An appropriate response to the media is “I’m sorry I don’t have the full information regarding the issue. I will give your request to my Department Head, who will respond to you as soon as he/she is available.”
 - Obtain the reporter’s name, phone number, topic of story and deadline.
 - Inquire if the reporter has reached out to other departments at the City
3. Before you respond, check with colleagues to see if they have received a similar call to coordinate your answer and provide the most accurate information.

SENSITIVE OR CONTROVERSIAL ISSUES:

1. All television, radio, newspaper or other media inquiries regarding sensitive or controversial issues should always be referred immediately to the employee’s Department Head or Designee who will contact the Mayor and coordinate a response.
2. The Mayor and/or Department Head will designate a single spokesperson. The following are examples of potential sensitive issues, which should be reported immediately to the Mayor or your Department Head:
 - Controversial statements, accusations or debates occurring in meetings or advisory boards, committees, or commissions.
 - Disruptions in City services such as broken water mains, water distribution problems, power outages, transit system service delays, garbage collection, sewer system back-ups or lift station outages.
 - Personnel issues such as misconduct, suspensions, employee work stoppages, or terminations.
 - Emergencies such as fires, explosions or accidents that result in damage to City or private property, or injury or death to City personnel.
 - Industrial accidents that involve injury or death to contractor’s employees or vendors doing business with the City.
 - Accidents on City property resulting in injury or death to citizens, i.e. a fall in a City building, or drowning at a city park or riverfront.
 - Pending or resolved litigation
 - Incidents involving City personnel and injury or death
 - i. Police chase accident, or work vehicle traffic accident.
 - ii. Police shooting
 - iii. Allegations of a criminal nature

LITIGATION, PERSONNEL AND ELECTION ISSUES:

1. Generally the business conducted by the City of MUNICIPALITY is public and therefore, is public information. Inquiries regarding pending litigation, matters involving a significant exposure to litigation and certain personnel related information are exceptions. (Contact your Department Head or the City Attorney with questions regarding public information or the Open Records Law.)
2. Inquiries regarding pending litigation or exposure to litigation should be referred to the City Attorney and the Mayor.
3. Inquiries regarding personnel related information should be referred to the Human Resources Department and the Mayor.
4. Inquiries regarding election and campaign issues should be referred to the City Clerk or Deputy City Clerk. The City Clerk will contact the Mayor and City Attorney as appropriate.
5. If it appears that other City staff is likely to be interviewed as part of the same story, a post-interview briefing may be in order. Allow other staff members to be informed of what was covered in order to avoid conflicting statements.

PERSONAL POINTS OF VIEW:

1. It is recognized that all employees have the right to their personal point of view regarding any issue. However, personal points of view may conflict with official City policy.
2. City employees who write letters to the editor of any newspaper may not use official City stationery. If an employee chooses to identify himself or herself as a City employee in any personal letter or e-mail to the editor, **he or she must include a statement that the views set forth in the letter do not represent the view of the City. The letter must clearly explain that it contains the employee's personally held opinion(s).**
3. Similar disclaimers must be given if an employee addresses a public meeting, participates in a radio talk show, or is interviewed for a radio or television program, unless the employee is officially representing the City under direction of the Mayor.
4. Employees who are representing the City in any of the above formats must identify themselves as an Official Spokesperson for the City. No employee shall speak as an Official Representative of a different City Department than their own without the prior approval of that Department.
5. **City employees posting to social media sites must follow the same guidance and give the same disclaimers.**

CITY INITIATED INFORMATION:

1. City staff is encouraged to think of new and creative ways of engaging the news media, including proactively suggesting positive news coverage.

2. Proactive media contact is initiated through the Mayor and Department Heads. This includes issuing press releases and media advisories, and personal contacts with reporters and editors for non-routine news coverage.
3. Departments seeking publicity for events or activities should bring the issue to the Mayor's Staff Meeting as soon as practical to ensure the best media coverage of their activities. Departments should not initiate non-routine news media contacts before notifying the Mayor.
4. Construction or repair projects that require barricades, rerouting of traffic, detours and/or any other service interruptions should be discussed with the Department Head and passed on to the Mayor with enough lead time to get the message out and avoid any embarrassment to the City.