

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

November 9, 2020 - 6:00 PM

<https://us02web.zoom.us/j/83884265690> | Passcode: 082376

Dial in Number: +1 312-626-6799|Meeting ID: 838 8426 5690

(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" Combination Beer and Liquor License - **Hoffman Estates Limited**, for Habibis Gyros and Kabob House, 1157 Main Street.
 - B. Class "B" Beer and "Class C" Wine License - **Frannys Family Restaurant LLC**, for Frannys, 5720 Windy Drive, Ste D.
 - C. "Class A" Liquor and Class "A" Beer Licenses - **Stevens Point Inn & Suites LLC**, for Holiday Inn Express and Suites, 1100 Amber Avenue.
3. Request to Hold Event/Street Closing:
 - A. Holiday Maker's Market, December 12, 2020. (New)
4. Adjournment

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

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

LICENSE LIST
PUBLIC POLICY AND GENERAL GOVERNMENT
Monday, November 9, 2020

“CLASS B” COMBINATION BEER AND LIQUOR LICENSE:

Hoffman Estates Limited, P.O. Box 727, Stevens Point at 1157 Main Street, Stevens Point for license period beginning November 17, 2020.

CLASS “B” BEER AND “CLASS C” WINE LICENSE:

Frannys Family Restaurant LLC, 1540 Torun Rd #104, Stevens Point at 5720 Windy Drive Ste D, Stevens Point for license period beginning November 17, 2020.

“Class A” Liquor and Class “A” Beer Licenses:

Stevens Point Inn & Suites, LLC, 1100 Amber Avenue, Stevens Point, at 1100 Amber Avenue, Stevens Point for license period beginning November 17, 2020.

CITY OF STEVENS POINT
APPLICATION FOR SPECIAL EVENT PERMIT

City of Stevens Point, 1515 Strongs Ave. Stevens Point, WI 54481

RECEIVED

OCT 30 2020

CITY CLERKS
OFFICE

Answer all questions completely. Please print clearly.

This application must be on file in the City Clerk's Office at least **60 days** prior to the event.

- 1.) Please Check One: ☒ New Event ☐ As Previously Presented ☐ Changed Since Last Event
- 2.) Request is for: ☐ Parade ☐ Run/Walk ☐ Exhibition ☒ Other Makers Market
- 3.) Name of Event: Holiday Makers Market Date of Event 12/12/20
- 4.) Name of Sponsoring Organization: CREATE Portage County
Address: 1039 B Ellis St City: Stevens Point State: WI Zip Code: 54481
- 5.) Contact Person: Christopher Klesmith
Phone: (715) 340-0211 Fax: — Email: chris.k@createportagecounty.org
Address: 1020 1st St #102 City: Stevens Point State: WI Zip Code: 54481
- 6.) Assembly Time: 10 AM Start Time: 12 AM End Time: 3 PM
Specific Location of Event: Downtown Shopko Parking Lot - South Side
- 7.) Map of the Event Attached? ☒ Yes ☐ No Street Closures Required? ☐ Yes ☒ No
List of Street Blocks that will need to be closed: _____
- 8.) Estimated Number of Participants: 30 Spectators: ~100 Vehicles: _____ Animals: _____
- 9.) Food Prepared/Served at event? ☒ Yes ☐ No If yes, contact Portage County Health Dept. at 715-345-5350 and Fire Dept. at 715-344-1833
- 10.) Will alcoholic beverages be served? ☐ Yes ☐ No If yes, contact City Clerk's Office 715-346-1569
- 11.) Will the event utilize any City Facilities? ☐ Yes ☒ No Note: Park facilities handled by Parks Dept. 715-346-1531
- 12.) Check which services are needed: ☐ Police ☐ Auxiliary Officer Contact Lt. Mueller at jmueller@stevenspoint.com

Please explain: Closure of parking spaces prior to event

- 13.) Will any fireworks or other pyrotechnic devices be used during the event? ☐ Yes* ☒ No

*If yes, Please explain: _____

- 14.) Will tents as described below* or other temporary structures be erected? ☐ Yes* ☒ No

*If yes, you will need a permit from the Fire Department. Please contact them at 715-344-1833 and ask for the officer on duty.

*You will be erecting a tent or other temporary structure over 400 square feet or the aggregate area of smaller tents installed within 12 feet of each other is greater than 400 square feet. A tent is defined as a structure, enclosure, or shelter with or without sidewalls or drops, constructed of fabric or pliable material supported by any manner except air.

*You will be erecting a canopy over 700 square feet or the aggregate area of smaller canopies installed within 12 feet of each other is greater than 700 square feet. A canopy is defined as a tent that is open on all sides.

- 15.) Will smaller tents or other temporary structures be erected? ☒ Yes ☐ No

- 16.) Are Inflatables or Bounce Houses part of your event? ☐ Yes* ☒ No

*If yes, you must have a certificate of insurance on file. Contact the Treasurer's Office (715-346-1573) for more information.

APPLICATION CONTINUED ON THE BACK

17.) Briefly describe your Event (you may attach additional pages):

Craft artists will be selling their goods from the Shopko parking lot, including holiday goods, food, beverages, decorations, and other locally-made items. Vendor stalls/tents will be set up along south perimeter of the shopko lot and the east side if demand exists (see attached).

18.) Is any other special assistance from the City needed?

~~Please~~ Requested that the city's open intoxicant ordinance be extended to this region (Shopko lot and block of Main St to Church St) just for the duration of the event (12/12/20 from 12-3pm)

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.

HOLD HARMLESS INDEMNIFICATION AND DEFENSE

THE APPLICANT AND/OR THE ORGANIZATION AGREES TO INDEMNIFY, DEFEND, AND HOLD HARMLESS THE CITY OF STEVENS POINT AND ITS OFFICERS, OFFICIALS, EMPLOYEES AND AGENTS FROM AND AGAINST ANY AND ALL LIABILITY, LOSS, DAMAGE, EXPENSES, COSTS, INCLUDING ATTORNEY FEES ARISING OUT OF THE ACTIVITIES PERFORMED AS DESCRIBED HEREIN, CAUSED IN WHOLE OR IN PART BY ANY NEGLIGENT ACT OR OMISSION OF THE APPLICANT/ORGANIZATION, ANYONE DIRECTLY OR INDIRECTLY EMPLOYED BY ANY OF THEM OR ANYONE WHOSE ACTS ON BEHALF OF THEM MAY BE LIABLE, EXCEPT WHERE CAUSED BY THE SOLE NEGLIGENCE OR WILLFUL MISCONDUCT OF THE CITY.

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


Signature of Applicant


Date

