



To: Menasha Common Council
From: Jenny Groeschel and Ginger Tralongo, Police Records
RE: Beverage Operator License (Bartender) Applicants
Date: **April 15, 2015**

The below individuals have applied for a bartender license to serve, dispense and/or sell alcohol at a licensed establishment within the City. They have all met the criteria under the "Guidelines for Operator Licenses" approved by the Common Council. Therefore, staff is recommending the following people be **APPROVED** for an Operator's License for the 2013-2015 licensing period:

Terry Byrum
Heidi Ciske
Brenda Heinritz
Erik Pohlman
Amy Sanger

The following individual has applied for a bartender license to serve, dispense and/or sell alcohol at a licensed establishment in the City. They have not met the criteria under the "Guidelines for Operator Licenses" approved by the Common Council. Therefore, staff is recommending the following person be **DENIED** an Operator's License:

Andrea L. Smith

Cc: Chief Styka



COPY

April 03, 2015

Andrea L. Smith
734 E. Washington St.
Appleton, WI 54911

Re: City of Menasha Alcohol Operator's License Application

Dear Ms. Smith,

Upon conducting a background investigation in relationship to your Alcohol Operator's License application, the following information was determined: On June 12, 2013 you were convicted of an Underage Alcohol violation in the Town of Grand Chute Municipal Court. On January 3, 2014 you were convicted of an Underage Alcohol violation in Outagamie County Circuit Court. The latter was the result of an arrest that took place on October 5, 2013 in the city of Appleton.

Based on this background investigation, I will be recommending the city of Menasha Common Council deny your request for an Alcohol Operator's License in the city of Menasha, because under Guideline #3 you have been convicted of two or more offenses arising out of separate incidents within the last three years.

Engaging in bartending involves the purchase and sale of a closely regulated substance/alcohol. Individuals granted an Alcohol Operator's License must act in cooperation with Law Enforcement to enforce the alcohol beverage laws, drunk driving laws and assist with minimizing disturbances of the peace and maintaining the safety of the community. The two incidents that you have been convicted of substantially relate to the license for which you have applied and as indicated arose out separate incidents which occurred within a short period of time within the last three years.

The city of Menasha Police Department is recommending to the city of Menasha Common Council that they deny your application for an Alcohol Operator's License within the city of Menasha. That recommendation will be given to the Common Council at its next meeting on Monday, April 20, 2015 at 6:00 p.m. or shortly thereafter. Should you wish to provide comment to the Common Council on your application you may do so during the public participation portion of the meeting.

Sincerely,

Lt. Ronald Bouchard
Investigative Services

CITY OF MENASHA
ALCOHOL OPERATORS LICENSE APPLICATION

Establishment of Employment 5 O'CLOCK Somewhere
TEMPORARY _____ PROVISIONAL _____ REGULAR RENEWAL _____

Name SMITH Andrea L
Last First Middle

Address 734 E. Washington St Appleton WI 54911
Street City State/Zip Code

Phone _____

Height _____ Weight _____ Eyes _____ Hair _____ Sex _____ Race _____

Birth Date _____ Age _____ Birthplace Appleton, WI

Scars, Marks, Tattoos _____
Drivers License No. _____ State of Issue WI
Expiration Date _____

NOTE: A license may be denied if applicant fails to provide accurate information or if the information is incomplete! Please read this section carefully.

Please explain all yes answers completely on the back of this form!

Do you currently have any criminal charges pending against you? NO

Have you ever been convicted of a felony? NO

Have you ever been convicted of a misdemeanor? NO

Have you ever been convicted of operating a motor vehicle while under the influence of an intoxicant or drug? NO

Have you ever been convicted of any law, statute, or ordinance pertaining to the use or sale of alcohol (including drinking alcohol underage)? YES - got dismissed out of game

Have you ever been convicted of any law, statute, or ordinance pertaining to the possession, use, or sale of illegal drugs? NO - Grandchute

Have you ever been convicted of a criminal traffic offense? NO

I UNDERSTAND THAT THE APPLICATION FEE WILL NOT BE RETURNED IF LICENSE IS DENIED.

SIGNATURE Andrea Smith Date 4/2/15

Approved _____ Denied Expiration Date _____

Chief of Police W. B. J. Date 04/03/15

Comments: (2) WAL W/m last 3 yrs.

REVOKED FOR VIOLATION: _____