



LICENSING, HEARINGS, AND PUBLIC SAFETY COMMITTEE AGENDA

January 26, 2026 at 4:30 PM

City Hall - Third Floor - Common Council Chambers, 828 Center Avenue, Sheboygan WI

This meeting may be viewed LIVE on:

Charter Spectrum Channel 990, AT&T U-Verse Channel 99 and: www.wscssheboygan.com/vod.

It is possible that a quorum (or a reverse quorum) of the Sheboygan Common Council or any other City committees/boards/commissions may be in attendance, thus requiring a notice pursuant to State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553, 494 N.W.2d 408 (1993).

Persons with disabilities who need accommodations to attend this meeting should contact the City Attorney's Office at 828 Center Avenue, Suite 210, Sheboygan, Wisconsin, Ph. 920-459-3917. Persons other than committee members who wish to participate remotely shall provide notice to the City Attorney's Office at Ph. 920-459-3917 by 12:00 p.m. on meeting day to be called upon during the meeting. All Committee members may attend the meeting remotely.

To view the meeting:

Microsoft Teams

Meeting ID: 265 567 204 844 12

Passcode: WV6XY7B4

OPENING OF MEETING

1. **Call to Order**

2. **Roll Call**

3. **Pledge of Allegiance**

4. **Approval of Minutes**

Licensing, Hearings, and Public Safety Committee Meeting held on January 12, 2026

5. **Public Comment**

Limit of three minutes per person with comments limited to items on this agenda.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

6. Report 41-25-26 by City Clerk submitting a letter from Elena Cortez requesting an extension of Liquor License No. 3475 (J. N. Cortez, LLC) pursuant to Sec. 4-41 of the Sheboygan Municipal Code.

7. Report 42-25-26 by City Clerk submitting a letter from May Yia Xiong requesting an extension of Liquor License No. 3749 (SEAR'D) pursuant to Sec. 4-41 of the Sheboygan Municipal Code.

8. Report 43-25-26 by City Clerk submitting various license applications.

TENTATIVE DATE OF NEXT REGULAR MEETING

9. Next Meeting Date: February 9, 2026

ADJOURN MEETING

10. Motion to adjourn

In compliance with Wisconsin's Open Meetings Law, this agenda was posted in the following locations more than 24 hours prior to the time of the meeting:

*City Hall • Mead Public Library
Sheboygan County Administration Building • City's website*

CITY OF SHEBOYGAN
LICENSING, HEARINGS, AND PUBLIC SAFETY COMMITTEE MINUTES
Monday, January 12, 2026

OPENING OF MEETING**1. Call to Order**

The meeting was called to order at 4:30 p.m. by Acting Chair Boorse.

2. Roll Call

Alderpersons present: Vice Chair Boorse, Grawien, Heidemann, Perrella – 4.
Alderpersons excused: Chair Rust – 1.

3. Pledge of Allegiance**4. Approval of Minutes**

Licensing, Hearings, and Public Safety Committee Meeting held December 8, 2025

MOTION TO APPROVE MINUTES FROM DECEMBER 8, 2025

Motion made by Perrella, Seconded by Grawien.

Voting Yea: Boorse, Grawien, Heidemann, Perrella – 4.

5. Public Comment

No one spoke

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

6. Res. No. 150-25-26 by Alderpersons Rust and Boorse authorizing the appropriate City officials to execute the documents necessary to purchase an ambulance from American Response Vehicles for the Sheboygan Fire Department and to make other purchases necessary to equip the new ambulance.

MOTION TO RECOMMEND THE COMMON COUNCIL ADOPT THE RESOLUTION

Motion made by Heidemann, Seconded by Perrella.

Voting Yea: Boorse, Grawien, Heidemann, Perrella – 4.

7. Sheboygan Fire Department Medication Addition (DISCUSSION ONLY).

8. Report 40-25-26 by City Clerk submitting various license applications.

MOTION TO GRANT THE APPLICATIONS SUBJECT TO APPROVALS, INSPECTIONS, INSURANCE, PAYMENT OF LICENSE FEES AND MEETING STATE STATUTE REQUIREMENTS AND SHEBOYGAN MUNICIPAL CODE

Motion made by Perrella, Seconded by Grawien.

Voting Yea: Boorse, Grawien, Heidemann, Perrella – 4.

TENTATIVE DATE OF NEXT REGULAR MEETING

9. Next Regular Meeting Date: January 26, 2026

ADJOURN MEETING

10. Motion to adjourn

MOTION TO ADJOURN AT 4:47 PM

Motion made by Perrella, Seconded by Grawien.

Voting Yea: Boorse, Grawien, Heidemann, Perrella – 4.

**CITY OF SHEBOYGAN
REPORT 41-25-26**

BY CITY CLERK.

JANUARY 26, 2026.

Submitting a letter from Elena Cortez requesting an extension of Liquor License No. 3475 (J. N. Cortez, LLC) pursuant to Sec. 4-41 of the Sheboygan Municipal Code.

To whom it may
Concern, (Common Council)

01-09-2026

I Elena Cortez agent/owner of Mi Ranchito located at 1235 Indiana Ave ask for a extension on my liquor license. It's been ~~three~~⁶ month now that the building was condemn due to some walls in the back need to be done that left me with no job during that time. Fernando Pena owner of the building did talk to me about getting the work done to it and have contractors and permits to work on it due to the fact is a big project and the weather is bad It will take longer than we thought and this is why I ask for time if for any reason he decides to give up I will request to stop and give up that place as well I just really hope we can get that extension that place really means a lot to us and to a lot of Sheboygan people. I will love to run my restaurant back.

Thanks

For your Time

Sincerely

Elena Cortez

**CITY OF SHEBOYGAN
REPORT 42-25-26**

BY CITY CLERK.

JANUARY 26, 2026.

Submitting a letter from May Yia Xiong requesting an extension of Liquor License No. 3749 (SEAR'D) pursuant to Sec. 4-41 of the Sheboygan Municipal Code.

January 19, 2026

Formal Request for Extension – Class B Liquor License Checklist

Dear Members of the Licensing Hearings Public Safety Committee,

I am writing to respectfully request an extension of the February 11, 2026 deadline to complete the remaining requirements for my Class B liquor license for SEAR'D.

First, I want to say how appreciative I am for the opportunity to hold a Class B liquor license. I truly value the City's support and the chance to move this project forward.

I've been actively working through all the checklist items, but my timeline was pushed back due to delays in the building plan review process, which meant renovations couldn't begin as early as planned. Because renovations have to be completed before inspections can take place, I'm unable to get the final inspection letters at this point.

Renovations are now moving forward, and I expect construction to wrap up in late April or early May. As soon as the space is ready, I'll schedule all required inspections and submit the remaining documents right away.

Having an extension would allow SEAR'D to finish construction and inspections properly, without rushing any safety or health-related steps. It would also help ensure we open in full compliance and set the business up for a successful start that benefits the community and creates local jobs.

The delay isn't due to inactivity—it's simply the result of construction and permitting timing. If the Committee feels interim documentation would be helpful in the meantime, I'm more than willing to provide confirmation from the appropriate departments showing that the project is actively underway.

I'd be very grateful for the Committee's consideration and approval of this extension. It would make a big difference as we work toward opening SEAR'D.

Thank you for your time and consideration.

Best,
May Yia Xiong
Owner, SEAR'D

**CITY OF SHEBOYGAN
REPORT 43-25-26**

BY CITY CLERK.

JANUARY 26, 2026.

Submitting various license applications.

CLASS "A" BEER/"CLASS A" CIDER ONLY LICENSE (June 30, 2026) (NEW)

<u>No.</u>	<u>Name</u>	<u>Address</u>
3765	RB Fuel Group LLC (Citgo on Geele)	1006 Geele Avenue

CIGARETTE/TOBACCO (June 30, 2026) (NEW)

<u>No.</u>	<u>Name</u>	<u>Address</u>
3765	Citgo on Geele	1006 Geele Avenue

NOTE: All licenses are recommended to be granted subject to approvals, inspections, insurance, payment of license fees and meeting State Statute requirements and Sheboygan Municipal Code.