



LICENSING BOARD MEETING AGENDA

WEDNESDAY, JULY 08, 2026 AT 4:15 PM

WATERTOWN MUNICIPAL BUILDING - 106 JONES STREET, WATERTOWN, WI 53094 UPPER
LEVEL ROOM 2044

1. CALL TO ORDER

2. REVIEW AND APPROVE MINUTES

- A. Licensing Board minutes from June 02, 2026
- B. Licensing Board minutes from June 10, 2026
- C. Licensing Board minutes from June 30, 2026

3. BUSINESS

- A. Review and take action: application for a Temporary "Class B" Wine and Temporary Class "B" Beer licenses from St. Therese of Lisieux - St. Henry (Fr. Tim Renz, Agent) for the St. Therese of Lisieux Parish Picnic at 412 N. 4th Street on August 16, 2026 during the hours of 11:00am - 5:00pm
- B. Review and take action: application for a Temporary Class "B" Beer license from Watertown Humane Society (Heather VanDam, Agent) for the Watertown Autofest event located at 1741 River Dr. on August 9, 2026 during the hours of 9:30am - 3:00pm
- C. Review and take action: application for a Temporary "Class B" Wine and Temporary Class "B" Beer licenses from Bartelme-Schwefel Detachment #349 for the Marine Corps League Annual Picnic located at 907 Boomer Street on August 22, 2026 during the hours of 12:00pm - 6:00pm
- D. Review and take action: application for a "Class B" Malt and Liquor license from Rock River LLC d/b/a The River Tap (Frank Orcholski, Agent) located at 1022 N Fourth Street for licensing year July 1, 2026 - June 30, 2027
- E. Convene into Closed Session pursuant to Wis. Stats. 19.85(1)(b) Considering licensing or discipline of any person licensed by a board or commission or the investigation of charges against such a person, and the taking of formal action on any such matter; provided that the person licensed is given actual notice of an evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action may be taken. The notice shall contain a statement that the person has the right to demand the evidentiary hearing or meeting be held in open session. This closed session does not apply to any such evidentiary hearing or meeting where the person licensed requests that an open session be held to discuss specific licenses: Application for operator license from Shelby Mutter
- F. Reconvene into open session
- G. Review and take action: application for an operator's license from Shelby Mutter
- H. Convene into Closed Session pursuant to Wis. Stats. 19.85(1)(b) Considering licensing or discipline of any person licensed by a board or commission or the investigation of charges against such a person, and the taking of formal action on any such matter; provided that the person licensed is given actual notice of an evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action may be taken. The notice shall contain a statement that the person has the right to demand the evidentiary hearing or meeting be held in open session. This closed session does not apply to any such evidentiary hearing or

meeting where the person licensed requests that an open session be held to discuss specific licenses: Application for operator license from Maria Mares

- I. Reconvene into open session
- J. Review and take action: application for an operator's license from Maria Mares
- K. Convene into Closed Session pursuant to Wis. Stats. 19.85(1)(b) Considering licensing or discipline of any person licensed by a board or commission or the investigation of charges against such a person, and the taking of formal action on any such matter; provided that the person licensed is given actual notice of an evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action may be taken. The notice shall contain a statement that the person has the right to demand the evidentiary hearing or meeting be held in open session. This closed session does not apply to any such evidentiary hearing or meeting where the person licensed requests that an open session be held to discuss specific licenses: Application for operator license from Joel Otto
- L. Reconvene into open session
- M. Review and take action: application for an operator's license from Joel Otto
- N. Convene into Closed Session pursuant to Wis. Stats. 19.85(1)(b) Considering licensing or discipline of any person licensed by a board or commission or the investigation of charges against such a person, and the taking of formal action on any such matter; provided that the person licensed is given actual notice of an evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action may be taken. The notice shall contain a statement that the person has the right to demand the evidentiary hearing or meeting be held in open session. This closed session does not apply to any such evidentiary hearing or meeting where the person licensed requests that an open session be held to discuss specific licenses: Application for operator license from Kayla Bates
- O. Reconvene into open session
- P. Review and take action: application for an operator's license from Kayla Bates
- Q. Convene into Closed Session pursuant to Wis. Stats. 19.85(1)(b) Considering licensing or discipline of any person licensed by a board or commission or the investigation of charges against such a person, and the taking of formal action on any such matter; provided that the person licensed is given actual notice of an evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action may be taken. The notice shall contain a statement that the person has the right to demand the evidentiary hearing or meeting be held in open session. This closed session does not apply to any such evidentiary hearing or meeting where the person licensed requests that an open session be held to discuss specific licenses: Application for operator license from Alyssa Sadowski
- R. Reconvene into open session
- S. Review and take action: application for an operator's license from Alyssa Sadowski
- T. Convene into Closed Session pursuant to Wis. Stats. 19.85(1)(b) Considering licensing or discipline of any person licensed by a board or commission or the investigation of charges against such a person, and the taking of formal action on any such matter; provided that the person licensed is given actual notice of an evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action may be taken. The notice shall contain a statement that the person has the right to demand the evidentiary hearing or meeting be held in open session. This closed session does not apply to any such evidentiary hearing or meeting where the person licensed requests that an open session be held to discuss specific licenses: Application for operator license from De'Anna Gay
- U. Reconvene into open session
- V. Review and take action: application for an operator's license from De'Anna Gay
- W. Convene into Closed Session pursuant to Wis. Stats. 19.85(1)(b) Considering licensing or discipline of any person licensed by a board or commission or the investigation of charges

against such a person, and the taking of formal action on any such matter; provided that the person licensed is given actual notice of an evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action may be taken. The notice shall contain a statement that the person has the right to demand the evidentiary hearing or meeting be held in open session. This closed session does not apply to any such evidentiary hearing or meeting where the person licensed requests that an open session be held to discuss specific licenses: Application for operator license from Terrance Tarleton

- X. Reconvene into open session
- Y. Review and take action: application for an operator's license from Terrance Tarleton
- Z. Review and take action: Ordinance to Amend Chapter 319 Health and Sanitation Article V. Practice of Certain Trades and Professions Requiring State Licensing, Registration or Credentials; Sections 319-35, 319-36, and 319-39 of the City of Watertown General Ordinances

4. REPORTS

- A. Review and discuss: Special Events List
- B. Review and discuss: Monthly Police Report

5. ADJOURNMENT

Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at cityclerk@watertownwi.gov phone 920-262-4000

A quorum of any City of Watertown Council, Committee, Board, Commission, or other body, may be present at this meeting for observing and gathering of information only