



LICENSING BOARD MEETING AGENDA

WEDNESDAY, JANUARY 14, 2026 AT 4:15 PM

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

Virtual Meeting Info: <https://us06web.zoom.us/join> Meeting ID: 917 858 0897 Passcode: 53094 One
tap mobile +16469313860

<https://us06web.zoom.us/j/9178580897?pwd=eUOpCUyvIV65zIPMYImMdPU1LVLx5I.1>

1. CALL TO ORDER

2. REVIEW AND APPROVE MINUTES

A. Licensing Board minutes from December 10, 2025

3. BUSINESS

A. Review and take action: application for a change of agent from Watertown Liquor Depot LLC
DBA Liquor Depot, 1907 Market Way Unit C from Hyden Hisel to Courtney Hobbs for the
licensing year expiring June 30, 2026

4. REPORTS

A. Review and discuss: Monthly Operator's 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*



LICENSING BOARD MEETING MINUTES

WEDNESDAY, DECEMBER 10, 2025 AT 4:15 PM

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

The Licensing Board met on the above date and time in person at the Municipal Building 106 Jones St. in Room 2044 and via Zoom. The following members were present: Mayor Stocks, Ald. Bartz, Ald. Moldenhauer (virtual), Cheri Martin (virtual), and Erin Schroeder. Staff present was Police Chief David Brower, City Attorney, and City Clerk Megan Dunneisen.

- 1. CALL TO ORDER** – Mayor Stocks called the meeting to order at 4:15 pm.
- 2. REVIEW AND APPROVE MINUTES**
 - A. Martin made a motion to approve the Licensing Board minutes from November 12, 2025, second by Schroeder and carried by unanimous voice vote.
- 3. BUSINESS**
 - A. Schroeder made a motion to approve the application for a Temporary "Class B" Wine and Temporary Class "B" Beer license from St. Henry Church for Casino Night located at 300 E. Cady Street (school gym) on January 17, 2026, during the hours of 6:00 pm - 10:00 pm, second by Ald. Bartz and carried by unanimous voice vote.
- 4. REPORTS**
 - A. Special Events List was presented.
 - B. Monthly Operator's List was presented.
 - C. Monthly Police Report was presented.
- 5. ADJOURNMENT** – Ald. Moldenhauer made a motion to adjourn, second by Schroeder and carried by unanimous voice vote at 4:23 pm.

Respectfully submitted,

Megan Dunneisen, City Clerk

Note: These minutes are uncorrected, and any corrections made thereto will be noted in the proceedings at which these minutes are approved

Form
AB-101Alcohol Beverage
Appointment of Agent

Date

Section 3, Item A.

12-30-25

Agent Type (check one)

☐ Original (no fee)☒ Successor (\$10 fee for municipal licensees only)

Part A: Business Information

1. Legal Business Name (individual name if sole proprietor)

Watertown Liquor Depot, LLC.

2. Business Trade Name or DBA

Liquor Depot

3. Entity Type (check one)

☒ Limited Liability Company☐ Corporation☐ Nonprofit Organization

4. Alcohol Beverage Business Authorization (check one)

☒ Municipal Retail License☐ State Permit

5. If successor agent, provide State Permit or Municipal Retail License Number

license No: 2094

6. Describe the reason for appointing a successor agent, if successor is checked above.

The original agent is no longer involved with the business and her units were bought out from the LLC. I am currently the only member of the LLC so I need to become the agent on the license.

Part B: Agent Information

1. Last Name

Hobbs

2. First Name

Courtney

3. M.I.

E.

4. Email

5. Phone

6. Home Address

7. City

Brookfield

8. State

WI

9. Zip Code

53045

10. Date of Birth

11. Drivers License/State ID Number

12. Drivers License/State ID State of Issuance

Wisconsin

Part C: Agent Questions

1. Have you satisfied the responsible beverage server training requirement? ☒ Yes ☐ No
Submit proof of completion.

2. Have you completed Form AB-100, *Alcohol Beverage Individual Questionnaire* (licensee) or Form AB-300, *Alcohol Beverage Personal Questionnaire* (permittee)? ☒ Yes ☐ No

3. Have you been a Wisconsin resident for at least 90 continuous days? ☒ Yes ☐ No
See instructions for exceptions.

Continued →

TOPP 12-31-25

Part D: Business Attestation

READ CAREFULLY BEFORE SIGNING: I, the **Undersigned**, authorize the above-named individual to act for the above-named corporation, nonprofit organization, or limited liability company with full authority and control of the premises and of all alcohol beverage activities on such premises. I certify that I am authorized by the above-named entity to authorize this individual to act on behalf of the entity. If I am appointing a successor agent, I rescind all previous agent appointments for this premises. Further, I understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name Hobbs		First Name Courtney		M.I. E.
Title Member	Email courtney0501@gmail.com		Phone [REDACTED]	
Signature Courtney Hobbs			Date 12/29/25	

Part E: Agent Attestation

READ CAREFULLY BEFORE SIGNING: I, the **Agent**, hereby accept this appointment as agent for the above-named corporation, nonprofit organization, or limited liability company and assume full responsibility for the conduct of all alcohol beverage activities on the premises for the above-named business. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name Hobbs		First Name Courtney		M.I. E.
Signature Courtney Hobbs			Date 12/29/25	

Report Criteria:

License Type.Description = "Operator's License"

License.License issued date = 12/01/2025-12/31/2025

Business Name	Works At	Home Address	City	State	Zip	Date of Birth	License Issued Date
Abby LM Lopez	Los Perez Supermarket	2 Meadow Lark Ln	Watertown	WI	53098	05/05/2003	12/08/2025
Ashley C Nelson	Run Inn Erins	413 Baxter St	Watertown	WI	53094	02/09/1990	12/03/2025
Bonnie Jandrowski	Unknown	300 Elizabeth St	Watertown	WI	53098	08/06/1964	12/11/2025
Bradley S Nelson	Elks Lodge	413 Baxter St	Watertown	WI	53094	09/10/1988	12/03/2025
Brandi M Jones	Don's Corner Pub	415 E Division St	Watertown	WI	53094	07/01/1990	12/03/2025
Kristine M Herman	The Buffalo Bar	209 Webster St Apt 10	Beaver Dam	WI	53916	09/19/1982	12/11/2025
Patricia L Moe	Marquardt Village	505 Clovercrest Ct	Watertown	WI	53094	11/22/1970	12/03/2025
Sophia-Amari E Morris	Dollar General	710 S Fourth St Apt 7	Watertown	WI	53094	10/12/2007	12/18/2025
Teresa K Justman	Elks Lodge	900 Werner St	Watertown	WI	53098	08/06/1967	12/08/2025