

NOTICE

The City of River Falls conducts record checks on applicants for alcohol-related licenses. The primary purpose of these checks is to help prevent the issuance or renewal of a license to any person not qualified for the license consistent with the Arrest and Conviction data guidelines that are attached.

The River Falls Police Department will review and verify information on your application. Please take your time and fill out the application completely and accurately.

Please ask if you have any questions about the information that you are required to furnish.

RESOLUTION NO. 3804

AMENDING ALCOHOL LICENSING GUIDELINES
FOR ARREST AND CONVICTION DATA

WHEREAS, the city currently has guidelines for alcohol-related licenses that have been in place since May 13, 1997 and amended February 9, 1999; and

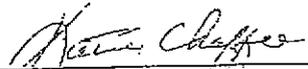
WHEREAS, the guidelines serve as a basis for police department review of license applications as it relates to arrest and conviction data; and

WHEREAS, the use of arrest and conviction data in consideration of issuance or renewal of licenses is regulated by statute and the offense must be substantially related to the license that is being considered; and

WHEREAS, in reviewing the existing guidelines with the city attorney, the guidelines have been changed to scrutinize the defensibility of a licensed denial based on the guidelines as it relates to the reviewing agency--the Wisconsin Equal Rights Division of the Department of Workforce Development.

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of River Falls hereby approves the attached amendment to said guidelines.

Dated this 22nd day of May, 2001.



Katie Chaffee, Mayor

ATTEST:



Julie Bergstrom, City Clerk

Addendum to Resolution No. 3804

CITY OF RIVER FALLS

RIVER FALLS POLICE DEPARTMENT

- I. The Police Department shall consider the following guidelines when issuing an alcohol-related license under Section 12.03 of the Municipal Code and Chapter 125 of the Wisconsin Statutes:
 - A. Convictions or arrests with pending criminal charges within three years of the date of application.
 1. The City may refuse to issue or renew an alcohol-related license for the following reasons:
 - a. Any alcohol-related criminal offense, any alcohol-related ordinance offense, disorderly conduct or battery where alcohol is involved, or a DWI criminal conviction shall be considered.
 - b. Any criminal or ordinance offense that is related to license requested. For example, gambling, any drug offense, disorderly conduct, battery in a bar, or other similar offenses. (Including but not limited to)
 - B. The City may refuse to issue or renew an alcohol-related license to persons with two or more convictions within the past one-year for the following or similar violations. This is not a complete list and other offenses may be considered if they are substantially related to the license applied for:
 1. Loitering on licensed premises.
 2. Possession of false identification.
 3. Underage consumption/possession of alcohol.
 4. Furnishing or sale of alcohol to minors.
 5. Other offenses related to the illegal sale of alcoholic beverages.
 6. Any other offense that is substantially related to the license issued.
 - C. The Police Department shall not issue or renew an alcohol-related license to any person who has a felony conviction or a habitual law offender pursuant to Section 125.04(5)(b), Wis. Stats. where the offense(s) is substantially related to the alcoholic beverage licensing activity.

Alcohol Licensing Guidelines

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- D. The standard procedure for gaining information related to the application for an alcohol related license is:
 - 1. A standard record check, generally to be completed within 30 days. A standard record check should include.
 - a. Wisconsin criminal history.
 - b. Wisconsin driving record.
 - c. Local record.
 - d. Standard record inquiry for arrest and conviction data to law enforcement agencies having jurisdiction over previous residences identified by the applicant within the past five years.
- E. Record checks for license renewals will be performed on a case-by-case basis consistent with the above guidelines at the discretion of the Police Department.
- F. The Police Department shall issue a report and commendation to the City Clerk on each applicant as it relates to records of arrest and convictions for offenses governed by this policy.
- G. The City may refuse to issue a license to any person who fails to provide complete, accurate and truthful information on any license application. Reapplication shall not be allowed unless a minimum of 90 days has elapsed since the date of the previous application.