

**OAK RIDGE BEER PERMIT BOARD  
REGULAR MEETING**

Municipal Building Training Room – Room 104  
Wednesday, June 7, 2017  
5:15 p.m.

AGENDA

1. ATTENDANCE
  
2. APPROVAL OF MINUTES – May 3, 2017 Regular Meeting
  
3. APPLICATIONS FOR NEW BEER PERMIT AND ASSOCIATED MANAGER APPROVAL APPLICATIONS  
  
The Crab Bucket (Application #1540 – Class C, On-Premises Consumption)  
Adrian Wesley Chase, Owner and Manager  
299 Oak Ridge Turnpike  
  
Free Medical Clinic of Oak Ridge Fundraising Dinner (Application # 1539 – Class E, Special Event Beer Permit)  
Judith Gray, Supervisor of Beer Sales  
Carol Smalbridge, Assistant Supervisor of Beer Sales  
327 Vermont Avenue  
St. Mary's Catholic Church  
Saturday, August 12, 2017 from 5:00- 11:00 P.M.
  
4. NEW MANAGER APPROVAL APPLICATIONS  
  
Emilee Sue Howington-Smith  
Secret City Festival of Oak Ridge, TN dba Celebrate Oak Ridge  
Events at Bissell Park  
1479 Oak Ridge Turnpike  
Additional Manager
  
5. NEW / OLD BUSINESS
  - A. Back to Brewski's discussion on outdoor dining.
  - B. Reports from Oak Ridge Police Department (if any)
  
6. ADJOURNMENT

**MINUTES OF THE  
OAK RIDGE BEER BOARD  
Regular Meeting**

Municipal Building Training Room – Room 104  
Wednesday, May 3, 2017  
5:15 p.m.

**PRESENT:** Barton Bailey, Theresa Scott, Danny Whitson, Rodney Nelson, David Mosby and Mark Cantrell

**ABSENT:** Wende Doolittle

**ALSO PRESENT:** Laura Edmonds, Administrative Specialist  
Robin Smith, Deputy Chief of Police Department

**AUDIENCE MEMBERS:** Stacey Pratt with Allies for Substance Abuse Prevention

**ROLL CALL**

Chairman Bailey called the meeting to order at 5:17 P.M. All members were present except Secretary Wende Doolittle who notified the Legal Department in advance of her absence. Chairman Bailey made a motion for Ms. Theresa Scott as acting Secretary, seconded by Mr. Whitson. The motion carried unanimously.

**APPROVAL OF MINUTES**

Chairman Bailey recognized the corrections made to the draft February 1, 2017 Minutes. Ms. Scott moved for approval of both the February 1, 2017 and April 5, 2017 Regular Meeting Minutes, seconded by Mr. Whitson. The motion carried unanimously.

**APPLICATIONS FOR NEW BEER PERMITS AND ASSOCIATED MANAGER APPROVALS**

**Secret City Festival of Oak Ridge dba Celebrate Oak Ridge (Application #1536 – Class E, Special Event Beer Permit)**

Celebrate Oak Ridge, Owner, Mary Katherine "Kate" Groover, Supervisor of Beer Sales

1403 Oak Ridge Turnpike

Civic Center Gym and Foyer

Friday, June 16, 2017 from 4:00-10:00 P.M. and Saturday, June 17, 2017 from 9:00 A.M. - 10:00 P.M.

Ms. Kate Groover was present to discuss the Special Event Application for the upcoming State Corn hole Championship Tournament hosted by Explore Oak Ridge. Ms. Groover explained that the tournament took place in Knoxville. Currently, there are approximately one hundred and twenty players registered in the tournament not including additional family and friends. The tournament will take place indoors in the Civic Center Gymnasium. Security measures include having security at both entrances entering and exiting the gymnasium, the checking of ID's before purchasing a wristbands, requiring volunteers to be TIPS trained before the event takes place, professional bartenders will be on-hand, and wrist bands will be hole-punched with each beer purchase.

After further discussion, Chairman Bailey moved, seconded by Mr. Whitson, to approve the beer permit. The motion carried unanimously.

Oak Ridge Rotary Community Foundation (Application #1537 – Class E, Special Event Beer Permit)

Warner Dean Cheatham, Supervisor of Beer Sales

Jenifer Y. Campbell, Supervisor of Beer Sales

697 Melton Lane Drive (Marina)

Friday, June 2, 2017 from 5:00-11:00 P.M.

Councilman Chuck Hope and Ms. Jenifer Campbell were present to discuss this Special Event Application. The Special Event will take place along the Melton Lake Peninsula, similar to the Dragon Boat Races that took place last year. There will be both alcoholic and non-alcoholic beverages available to purchase at this event. Alcoholic beverages will include both wine and beer. Cherokee Distributing will be the supplier of beer. The Rotary Club hopes to have roughly two hundred participants at this event. Security will be provided to ensure that no one leaves the peninsula with an alcoholic beverage. All staff that will be serving alcohol will be TIPS trained.

Having no problems with this application, Ms. Scott moved, seconded by Mr. Cantrell, to approve the beer permit. The motion carried unanimously.

Oak Ridge Unitarian Universalist Church Fundraiser and Auction (Application #1538 – Class E, Special Event Beer Permit)

Raymond Frederick "Fred" Holland, Supervisor of Beer Sales

809 Oak Ridge Turnpike

Social Hall in Oak Ridge Unitarian Universalist Church

Friday, May 19, 2017 from 6:00-9:00 P.M.

Mr. Fred Holland was present to discuss the Special Event Application. The Oak Ridge Unitarian Universalist Church has hosted this fundraiser for the past ten years. However, Mr. Holland expressed interest in serving of beer at this Fundraiser and Auction and making it a more public event in hopes of enhancing community involvement. This event will last three hours and will be located in one room within the church with only one entry and exit-way. Mr. Holland explained that participants who plan to purchase beer would have their ID checked at the door and given a wristband showing that they are over the age of 21. Once participants have been given a wristband, this allows them to purchase up to three beverages. Due to limited supply, each person will only be allowed a maximum of three drinks. Mr. Holland stated that he is also going through the process to have wine at this Fundraiser and Auction as well.

Having no problems with this application, Ms. Scott moved, seconded by Mr. Whitson, to approve the beer permit. The motion carried unanimously.

**APPLICATIONS FOR NEW MANAGER APPROVALS**

None

**NEW BUSINESS/OLD BUSINESS**

None

**Reports from Oak Ridge Police Department**

Deputy Chief Robin Smith briefly discussed the recent TABC Sting that took place within the City of Oak Ridge. Deputy Chief Smith reported that four businesses were in violation of selling beer to a minor. Chairman Bailey asked if the Legal Department had access to this information and if it could be forwarded to the Beer Board for further review. Ms. Edmonds said that the Legal Department has not received a report.

**ADJOURNMENT**

There being no other business to come before the Board, Chairman Bailey moved, seconded by Ms. Scott, to adjourn the meeting at 7:50 p.m. and the motion carried unanimously.

Respectfully submitted,

Secretary

CITY OF OAK RIDGE, TENNESSEE  
APPLICATION FOR BEER PERMIT

Application for (check all that apply):

manufacturer (Class A Permit)  
 hotel or club (Class D Permit)

on-premises consumption (Class C Permit)  
 off-premises consumption (Class B Permit)

I hereby, as an owner or agent/representative of the business, make application to the Oak Ridge Beer Permit Board for a beer permit pursuant to the Oak Ridge City Code and Tennessee law. This application is based upon the following information:

1. Request is made for (check all that apply):

new beer permit  
 existing permit—name change       existing permit—ownership change  
 existing permit—change location       existing permit—additional permit type

2. Name under which business will operate: The Crab Bucket

By Tennessee Code Annotated §57-5-103(a)(3)(C), a beer permit is only valid for the business operating under the name identified on the permit. A change in name will automatically invalidate the beer permit and a new permit must be obtained to continue to sell/serve beer. There is no grace period or holdover period for selling beer during this time.

3. Street address where business will operate: 299 Oak Ridge Turnpike

By Tennessee Code Annotated §57-5-103(a)(3)(B), a beer permit is only valid for a single location and cannot be transferred to a new location. A permit is valid for all decks, patios, and other outdoor serving areas that are contiguous to the exterior of the building in which the business is located and that are operated by the business. A change in location will invalidate the beer permit and a new permit must be obtained to continue to sell/serve beer. There is no grace period or holdover period for selling beer during this time.

4. Business Telephone Number: 865-585-7005

5. Proposed date business will open under this ownership: 5-22-2017

6. Full Name of Applicant (Owner or Owner's Agent/Representative):  
Adrian Wesley Chase

7. Applicant's prior experience selling/serving beer or other alcoholic beverage:  
Prior grocery store selling beer, Gas Stations selling beer.  
Restaurants serving alcohol per glass

8. Type of business entity:  
Individual  Corporation  L.L.C.  Joint-stock Company   
Partnership  Other

9. Full name of the person to be the on-premise manager responsible for the direct daily operations of the business: Adrian Wesley Chase

10. Name and mailing address of person to receive communication from the City and/or Beer Board (ex. annual privilege tax notices) as well as said person's relationship to the business:  
Adrian Chase 299 Oak Ridge Turnpike, Oak Ridge TN 37830

11. Describe the nature of the business (ex. restaurant, bar, tavern, club, convenience store, etc.)

Full service restaurant with bar

12. Description of the business's footprint and parking areas available to/for the use of the business (attach drawing if available):

Approximate 3800 sq' block building with a minimum 24 parking spaces - 1 main front door, 1 side door and 1 door in back in kitchen. Approximate 124 seats available

13. Name, mailing address and telephone number of the property owner, if other than the business owner:

Bruce Hale and W.M Boatman Jr of Anderson Co. 865 5670463

NOTE: If the business owner is different from the property owner, you must submit a signed and notarized written statement from the property owner giving the applicant/business permission to sell or serve beer on the premises. Include this statement with the application.

14. Has any owner (having at least a five percent (5%) ownership interest) ever had a liquor license or beer permit suspended, revoked or denied? N/A

If yes, where and under what business name? \_\_\_\_\_

15. Has any owner (having at least a five percent (5%) ownership interest) or any person to be employed in the distribution or sale of beer been convicted of violating any law against possession, sale, manufacture or transportation of beer or intoxicating liquor, drugs, or narcotics or of a crime involving moral turpitude within the last ten (10) years? No

If so, give particulars of each charge, court and date convicted.

\_\_\_\_\_  
\_\_\_\_\_

16. Does any owner have a business or personal relationship with any person who previously held a beer permit for this location, or with any person or entity who owned any portion of a business which previously held a beer permit at this location? No

If yes, explain: \_\_\_\_\_

17. Name and address of the nearest church and school. By City Code §8-705, the Beer Board shall not approve a beer permit where, in the opinion of the board, such sale would interfere with schools, churches or other places of public gathering.

Glenwood Elementary 125 Audubon Rd      Oak Ridge Hall 470 Oak Ridge Turnpike

18. Describe steps which will be taken to prevent the sale of beer to those under twenty-one (21):

Servers will request a government issue ID for anyone requesting alcoholic beverages to verify identity, proper age and current/valid ID. Only with those requirements met and the person not already intoxicated will said drinks be served!

NOTE: In accordance with Tennessee Code Annotated §57-5-103(d), all beer permit holders must provide documentation that they are duly registered for sales tax purposes. A copy of the sales tax registration certificate must be submitted with this application or within ten (10) days after being issued a beer permit.

Applicant hereby solemnly swears or affirms the following:

- Every statement in this application is true and correct, and if any statement therein is false, the permit issued thereto may be revoked by the Beer Board, after notice of a hearing, in which event the burden shall be on the applicant to prove the correctness of all statements in the application.
- The owner(s) is(are) of good moral character and has/have sufficient legal interest in a suitable location as would entitle him/her/them to conduct the sale of beer.
- The City has my full authorization and release to obtain all relevant information to investigate and determine my character, qualifications, and suitability for the issuance of a beer permit.
- Neither myself nor any owner or manager has been convicted of driving under the influence within the past ten (10) years.
- Unlawful gambling and gaming devices will not be allowed in the business.
- Beer will not be sold or served to a person who appears to be intoxicated.
- Beer will not be sold or served to a person under the age of twenty-one (21).
- Persons under the age of twenty-one (21) will not be allowed to consume beer or other alcoholic beverage, nor will they be allowed to loiter on the premises.
- The business will comply with the provisions of Tennessee Code Annotated §57-5-301(e)(1) regarding possession and transportation of beer by persons under the age of twenty-one (21).
- All laws, ordinances, rules, and regulations governing the sale or distribution of beer will be observed and complied with, and all employees will be trained accordingly.
- Clean, sanitary facilities will be provided.
- The business will be conducted in an orderly, peaceable and lawful manner and no loud or obnoxious noises will be allowed.
- No beer or other alcoholic beverages will be sold or consumed on the premises except during lawful hours as set by city ordinance.
- The business is authorized to do business within the City of Oak Ridge and the State of Tennessee.
- Should any manager cease to act in such capacity, this fact shall be reported to the City's Legal Department at 425-3530 within five (5) days.
- Should any ownership change, this fact shall be reported to the City's Legal Department at 425-3530 within one (1) business day, and the beer permit shall be returned to the City.
- The City Manager (through the Oak Ridge Police Department) has full power, including right of entry, to enforce the beer ordinances and to inspect and investigate any reported or alleged violations without the necessity of a search warrant.
- The beer permit, once obtained, shall at all times be posted in a conspicuous place within the establishment that is easily seen by patrons.
- The beer permit may be revoked or suspended, after notice and a hearing by the Board, for any violations of the above statements, for any misinformation or omission contained within this application, for any violation of the Code of Ordinances, Title 8, Chapters 6-8, or for any violations of State law relating to beer, alcohol or crimes of moral turpitude.
- The applicant has ensured the business is in compliance with all zoning requirements for this location.

I hereby release, absolve and hold harmless the City of Oak Ridge, the Oak Ridge Beer Permit Board, the Oak Ridge Police Department, its employees, agents and representatives from any and all liability of whatever type for any damages, causes of action, personal property injuries which may result as a consequence of my application for a beer permit, background investigation, release of documents or other matters related to my application. I hereby waive all possible liability of the City of Oak Ridge, the Oak Ridge Beer Permit Board, the Oak Ridge Police Department, its employees, agents and representatives as stated above.

This the 8 day of May, 2017.

[Signature]  
Signature of Applicant



Sworn to and subscribed before me this 8th day of May, 2017.

My commission expires: May 26, 2020

[Signature]  
Notary Public

**CITY OF OAK RIDGE, TENNESSEE  
APPLICATION FOR APPROVAL AS MANAGER**

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I hereby make application to the Oak Ridge Beer Permit Board for approval as Manager pursuant to the Oak Ridge City Code. This application is based upon the following information:

1. Business Name The Crab Bucket  
Business Address 299 Oak Ridge Turnpike Oak Ridge, TN 37830
2. Manager's Full Name Adrian Wesley Chase
3. Request is made as (check which applies):  
Additional Manager \_\_\_\_\_ Replacement of Prior Manager \_\_\_\_\_
4. Manager's prior experience selling/serving beer or other alcoholic beverage:  
Prior work history in grocery stores, gas stations and restaurants where I sold and served alcoholic beverages.
5. Manager's Work History:  
How long have you been employed at the business? Newly Opened  
Date you became Manager: 5/1/2011  
Name of Previous Manager: \_\_\_\_\_ Date left: \_\_\_\_\_  
Previous Employment for the past ten (10) years (name of business, address, length of employment, position held). Attach additional sheets if necessary):  
SET Guns + Range 311 Oak Ridge Turnpike, 6yrs, Owner  
Anderson Co. Sheriff's Dept 308 Public Safety Lane Clinton, 2yrs, Deputy  
Site1 Commerce Park Dr, 1year, Sales trainer  
DTV 1800 Central Ave Pike Knoxville, 2yrs, Installer
6. Beer Permit History:  
Have you ever been employed at an establishment with a beer permit? Yes  
If so, where and when: Breakers, 2007  
Have you ever been a manager of an establishment with a beer permit? No  
Have you ever had a beer permit refused, suspended or revoked? NO  
If so, where and when: \_\_\_\_\_
7. Manager's Criminal History:  
Have you ever been convicted of any violation of federal laws, state statutes, or city ordinances involving the possession, sale, manufacture or transportation of intoxicating liquors, drugs or narcotics, or of a crime of moral turpitude with the past ten years? No  
If so, provide details of the offense and when you were convicted:  
\_\_\_\_\_  
\_\_\_\_\_
8. Describe steps which will be taken to prevent the sale of beer to persons under twenty-one (21):  
Myself and the staff will require current/valid government ID to ensure that the person requesting an alcoholic beverage be of legal age and not already intoxicated.

Applicant hereby solemnly swears or affirms the following:

- Every statement in this application is true and correct, and if any statement therein is false, the permit issued thereto may be revoked by the Beer Board, after notice of a hearing, in which event the burden shall be on the applicant to prove the correctness of all statements in the application.
- I am of good moral character and as manager of the business am able to conduct the sale of beer.
- The City has my full authorization and release to obtain all relevant information to investigate and determine my character, qualifications, and suitability for the issuance of a beer permit.
- I have not been convicted of driving under the influence within the past ten (10) years. (Not applicable if manager also possesses a current server permit from the Tennessee Alcoholic Beverage Commission)
- Unlawful gambling and gaming devices will not be allowed in the business.
- Beer will not be sold or served to a person who appears to be intoxicated.
- Beer will not be sold or served to a person under the age of twenty-one (21).
- Persons under the age of twenty-one (21) will not be allowed to consume beer or other alcoholic beverage, nor will they be allowed to loiter on the premises.
- The business will comply with the provisions of Tennessee Code Annotated §57-5-301(e)(1) regarding possession and transportation of beer by persons under the age of twenty-one (21).
- All laws, ordinances, rules, and regulations governing the sale or distribution of beer will be observed and complied with, and all employees will be trained accordingly.
- The business will be conducted in an orderly, peaceable and lawful manner and no loud or obnoxious noises will be allowed.
- No beer or other alcoholic beverages will be sold or consumed on the premises except during lawful hours as set by city ordinance.
- Should I cease to act as manager, this fact shall be reported to the City's Legal Department at 425-3530 within five (5) days.
- The City Manager (through the Oak Ridge Police Department) has full power, including right of entry, to enforce the beer ordinances and to inspect and investigate any reported or alleged violations without the necessity of a search warrant.
- My manager approval may be revoked or suspended, after notice and a hearing by the Board, for any violations of the above statements, for any misinformation or omission contained within this application, for any violation of the Code of Ordinances, Title 8, Chapters 6-8, or for any violations of State law relating to beer, alcohol or crimes of moral turpitude.

I hereby release, absolve and hold harmless the City of Oak Ridge, the Oak Ridge Beer Permit Board, the Oak Ridge Police Department, its employees, agents and representatives from any and all liability of whatever type for any damages, causes of action, personal property injuries which may result as a consequence of my application for a beer permit, background investigation, release of documents or other matters related to my application. I hereby waive all possible liability of the City of Oak Ridge, the Oak Ridge Beer Permit Board, the Oak Ridge Police Department, its employees, agents and representatives as stated above.

This the 8 day of May, 2017.

[Signature]  
Signature of Applicant

Sworn to and subscribed before me this 8<sup>th</sup> day of May, 2017.

My commission expires: May 26, 2020



[Signature]  
Notary Public

**CITY OF OAK RIDGE, TENNESSEE  
APPLICATION FOR SPECIAL EVENT (CLASS E) BEER PERMIT**

I hereby, as an owner or agent/representative of the organization, make application to the Oak Ridge Beer Permit Board for a special event beer permit pursuant to the Oak Ridge City Code and Tennessee law. This application is based upon the following information:

1. Name of Organization: Free Medical Clinic of Oak Ridge

2. Type of Organization (check one and submit proof of such status with the application):

- Bonafide charitable organization recognized under Section 501(c) of the Internal Revenue Code  
 Bonafide non-profit organization recognized under Section 501(c) of the Internal Revenue Code  
 Bonafide political organization recognized under Tennessee Code Annotated §2-10-101(a) (political campaign committee) or §2-13-101 (political party)

3. General Information – Organization:

Address of Organization 116 East Division Rd Telephone Number 483-3904

Type of Event Fund raising dinner

Date(s) of Event August 12 2017

Time(s) of Event\* 5 - 11 pm

Dates of previous events held within the City of Oak Ridge under a Class E Permit within the past twelve (12) months:

August 13, 2016

Time during which applicant desires to sell/distribute beer: 5pm To 11pm

Specific location where beer will be sold/distributed and consumed: \_\_\_\_\_

St Mary's School

4. Full Name of Individual Responsible for Supervising the Sale/Distribution of Beer During Event:

\_\_\_\_\_

5. Individual's prior experience selling/serving beer or other alcoholic beverage:

None

\_\_\_\_\_

6. Name, mailing address and telephone number of the property owner, if other than the business owner: St Mary's Church 327 Vermont Ave Oak Ridge

NOTE: If the organization is not the property owner, you must submit a signed and notarized written statement from the property owner giving the organization permission to sell or serve beer on the premises for the event. Include this statement with the application.

If the property owner is the City of Oak Ridge, the written statement is not required; however, prior permission for the event and beer sales/distribution is required before beer can be served regardless of whether a beer permit is obtained. Additionally, the City requires a \$1,000,000 alcohol liability insurance policy naming the City as an additional insured for the event.

7. Has the organization or the individual responsible for supervising beer during the event ever had a liquor license or beer permit suspended, revoked or denied? NO  
If yes, where and under what business name? \_\_\_\_\_

8. Has the organization or the individual responsible for supervising beer during the event been convicted of violating any law against possession, sale, manufacture or transportation of beer or intoxicating liquor, drugs, or narcotics or of a crime involving moral turpitude within the last ten (10) years? NO

If so, give particulars of each charge, court and date convicted.  
\_\_\_\_\_  
\_\_\_\_\_

9. Name and address of the nearest church and school. By City Code §8-705, the Beer Board shall not approve a beer permit where, in the opinion of the board, such sale would interfere with schools, churches or other places of public gathering.

Church: St Mary's Church 327 Vermont Ave  
School: St Mary's School 5 Oak Ridge TN

10. Describe steps which will be taken to prevent the sale of beer to persons under twenty-one (21):  
Checking ID's and using bracelets  
for those who wish to buy alcoholic  
beverages

11. Are you requesting any exceptions to the Required Control Measures for Special Occasion Beer Permits as approved by the Oak Ridge Beer Permit Board? If so, please explain:  
NO  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Applicant hereby solemnly swears or affirms the following:

- Every statement in this application is true and correct, and if any statement therein is false, the permit issued thereto may be revoked by the Beer Board, after notice of a hearing, in which event the burden shall be on the applicant to prove the correctness of all statements in the application.
- The applicant is of good moral character and has sufficient legal interest in a suitable location as would entitle him/her/them to conduct the sale of beer.
- The City has my full authorization and release to obtain all relevant information to investigate and determine my character, qualifications, and suitability for the issuance of a beer permit.
- Neither myself nor any official of the organization has been convicted of driving under the influence within the past ten (10) years.
- Unlawful gambling and gaming devices will not be allowed during the event.
- Beer will not be sold or served to a person who appears to be intoxicated.
- Beer will not be sold or served to a person under the age of twenty-one (21).
- Persons under the age of twenty-one (21) will not be allowed to consume beer or other alcoholic beverage, nor will they be allowed to loiter on the premises.
- Persons under the age of twenty-one (21) will not be directly employed in the sale/distribution of beer.
- All laws, ordinances, rules, and regulations governing the sale or distribution of beer will be observed and complied with, and all employees will be trained accordingly.
- Clean, sanitary facilities will be provided.
- The event will be conducted in an orderly, peaceable and lawful manner and no loud or obnoxious noises will be allowed.
- No beer or other alcoholic beverages will be sold or consumed on the premises except during lawful hours as set by city ordinance.
- The business is authorized to do business within the City of Oak Ridge and the State of Tennessee.
- Should any change occur in this application prior to the expiration of the Class E Permit, the City's Legal Department will be notified at 425-3530 as soon as possible.
- The City Manager (through the Oak Ridge Police Department) has full power, including right of entry, to enforce the beer ordinances and to inspect and investigate any reported or alleged violations without the necessity of a search warrant.
- The beer permit, once obtained, shall at all times be posted in a conspicuous place at the event that is easily seen by patrons, if available, and if not it shall be on site for inspection.
- The beer permit may be revoked or suspended, after notice and a hearing by the Board, for any violations of the above statements, for any misinformation or omission contained within this application, for any violation of the Code of Ordinances, Title 8, Chapters 6-8, or for any violations of State law relating to beer, alcohol or crimes of moral turpitude.
- The applicant has ensured the business is in compliance with all zoning requirements for the event location.

I hereby release, absolve and hold harmless the City of Oak Ridge, the Oak Ridge Beer Permit Board, the Oak Ridge Police Department, its employees, agents and representatives (hereinafter the "City") from any and all liability of whatever type for any damages, causes of action, personal property injuries which may result as a consequence of my application for a beer permit, background investigation, release of documents or other matters related to my application. I hereby waive all possible liability of the City as stated above.

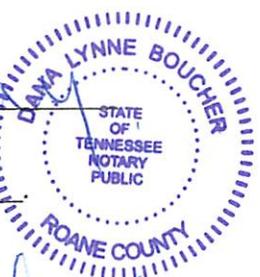
This the 20<sup>th</sup> day of April, 2017.

[Signature]  
Signature of Applicant

Sworn to and subscribed before me this 20 day of April, 2017.

My commission expires: 8/14/2018.

[Signature]  
Notary Public



CITY OF OAK RIDGE, TENNESSEE  
APPLICATION FOR APPROVAL AS MANAGER

I hereby make application to the Oak Ridge Beer Permit Board for approval as Manager pursuant to the Oak Ridge City Code. This application is based upon the following information:

1. Business Name Secret City Festival of Oak Ridge, TN dba Celebrate Oak Ridge (a 501c3)  
Business Address 969 Oak Ridge Turnpike, #310 Oak Ridge, TN 37830

2. Manager's Full Name Emilee Sue Howington-Smith

3. Request is made as (check which applies):  
Additional Manager  Replacement of Prior Manager

4. Manager's prior experience selling/serving beer or other alcoholic beverage: various times between Bartender in Illinois and Wisconsin 1985-1992

5. Manager's Work History:  
How long have you been employed at the business? 1 yr  
Date you became Manager: \_\_\_\_\_  
Name of Previous Manager: \_\_\_\_\_ Date left: \_\_\_\_\_  
Previous Employment for the past ten (10) years (name of business, address, length of employment, position held). Attach additional sheets if necessary):

Jul 2016 - Present Realtor - House Sold Realty 402 N. Cedar Bluff Rd #7, Knoxville, TN  
July 2015 - July 2016 Realtor - Betsy Coleman Realty 20 E. Tennessee Ave, Oak Ridge, TN  
Jan 2011 - July 2015 Realtor - Dagnan Realty Group 402 N. Cedar Bluff Rd #7 Knoxville, TN  
Jun 2009 - Dec 2010 Realtor - Omega Realty Knoxville, TN (No longer in existence)  
Oct 2005 - Jun 2009 Realtor - Barnes & Associates Sevierville, TN (No longer in existence)

6. Beer Permit History:  
Have you ever been employed at an establishment with a beer permit? Yes  
If so, where and when: Illinois + Wisconsin Various times between 1985 + 1992  
Have you ever been a manager of an establishment with a beer permit? No  
Have you ever had a beer permit refused, suspended or revoked? No  
If so, where and when: \_\_\_\_\_

7. Manager's Criminal History:  
Have you ever been convicted of any violation of federal laws, state statutes, or city ordinances involving the possession, sale, manufacture or transportation of intoxicating liquors, drugs or narcotics, or of a crime of moral turpitude with the past ten years? None  
If so, provide details of the offense and when you were convicted:  
\_\_\_\_\_  
\_\_\_\_\_

8. Describe steps which will be taken to prevent the sale of beer to persons under twenty-one (21):  
Checking IDs  
\_\_\_\_\_  
\_\_\_\_\_

Applicant hereby solemnly swears or affirms the following:

- Every statement in this application is true and correct, and if any statement therein is false, the permit issued thereto may be revoked by the Beer Board, after notice of a hearing, in which event the burden shall be on the applicant to prove the correctness of all statements in the application.
- I am of good moral character and as manager of the business am able to conduct the sale of beer.
- The City has my full authorization and release to obtain all relevant information to investigate and determine my character, qualifications, and suitability for the issuance of a beer permit.
- I have not been convicted of driving under the influence within the past ten (10) years. (Not applicable if manager also possesses a current server permit from the Tennessee Alcoholic Beverage Commission)
- Unlawful gambling and gaming devices will not be allowed in the business.
- Beer will not be sold or served to a person who appears to be intoxicated.
- Beer will not be sold or served to a person under the age of twenty-one (21).
- Persons under the age of twenty-one (21) will not be allowed to consume beer or other alcoholic beverage, nor will they be allowed to loiter on the premises.
- The business will comply with the provisions of Tennessee Code Annotated §57-5-301(e)(1) regarding possession and transportation of beer by persons under the age of twenty-one (21).
- All laws, ordinances, rules, and regulations governing the sale or distribution of beer will be observed and complied with, and all employees will be trained accordingly.
- The business will be conducted in an orderly, peaceable and lawful manner and no loud or obnoxious noises will be allowed.
- No beer or other alcoholic beverages will be sold or consumed on the premises except during lawful hours as set by city ordinance.
- Should I cease to act as manager, this fact shall be reported to the City's Legal Department at 425-3530 within five (5) days.
- The City Manager (through the Oak Ridge Police Department) has full power, including right of entry, to enforce the beer ordinances and to inspect and investigate any reported or alleged violations without the necessity of a search warrant.
- My manager approval may be revoked or suspended, after notice and a hearing by the Board, for any violations of the above statements, for any misinformation or omission contained within this application, for any violation of the Code of Ordinances, Title 8, Chapters 6-8, or for any violations of State law relating to beer, alcohol or crimes of moral turpitude.

I hereby release, absolve and hold harmless the City of Oak Ridge, the Oak Ridge Beer Permit Board, the Oak Ridge Police Department, its employees, agents and representatives from any and all liability of whatever type for any damages, causes of action, personal property injuries which may result as a consequence of my application for a beer permit, background investigation, release of documents or other matters related to my application. I hereby waive all possible liability of the City of Oak Ridge, the Oak Ridge Beer Permit Board, the Oak Ridge Police Department, its employees, agents and representatives as stated above.

This the 12<sup>th</sup> day of May, 2017.

Emilee Stovington-Smith  
Signature of Applicant

Sworn to and subscribed before me this 12<sup>th</sup> day of May, 2017.

My commission expires: May 26, 2020



Laura Edmonds  
Notary Public

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