

**OAK RIDGE BEER PERMIT BOARD
REGULAR MEETING**

Municipal Building Training Room – Room 104
Tuesday, June 9, 2015
5:00 p.m.

AGENDA

1. ATTENDANCE
2. APPROVAL OF MINUTES – May 12, 2015
3. APPLICATIONS FOR NEW BEER PERMITS AND ASSOCIATED MANAGER APPROVAL APPLICATIONS

Application #1519
Habitat for Humanity of Anderson County
Raffle Kick-Off Party (July 11, 2015 - 6:30 p.m. to 8:30 p.m.)
111 Randolph Road (Habitat Bldg.)
Charlotte Bowers, Supervisor of Sales for Event
Class E Permit

Application #1520
Free Medical Clinic
Fundraising Event (Saturday, August 8, 2015 – 5:00 p.m. to Midnight)
St. Mary's Parish Life Center – 327 Vermont Road
Dr. Tanya Vargas, Supervisor of Sales for Event
Class E Permit
4. NEW MANAGER APPROVAL APPLICATIONS

None
5. NEW / OLD BUSINESS

Reports from Oak Ridge Police Department (if any) – Information, Action May Be Taken
6. ADJOURNMENT

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

Municipal Building Training Room – Room 104
Tuesday May 12, 2015
5:00 p.m.

PRESENT: Chairman Randy Tedford, Secretary Barton Bailey, Darren Osborne, and Wendy Williams
ABSENT: Debra Solmonson, Theresa Scott and David Mosby (see comment below)
ALSO: Kenneth R. Krushenski, City Attorney
PRESENT: Alan Massengill, Deputy Chief of Police

ROLL CALL/ATTENDANCE

Chairman Tedford called the meeting to order at 5:00 p.m. Debra Solmonson was absent but notified the Legal Department in advance of her absence. David Mosby arrived immediately after adjournment and Theresa Scott a few minutes after adjournment.

APPROVAL OF MINUTES

A correction was made at the end of page two of the minutes changing "Ms." Osborne to "Mr." Osborne. Chairman Tedford moved, seconded by Mr. Osborne, to approve the minutes of the February 9, 2015 regular meeting and the motion passed unanimously.

APPLICATIONS FOR NEW BEER PERMITS AND ASSOCIATED MANAGER APPROVALS

Application #1518
Oak Ridge Rotary Community Fund for
Dragon Boat Race at Melton Lake (May 29-30,2015)
Supervisor: Christopher Copelan
Class E Permit

Mr. Copelan was present to discuss the beer permit application. Chairman Tedford inquired of Mr. Copelan if he was in charge of the beer sales at last year's event and he answered yes. Chief Massengill confirmed that there were no issues with the event in 2014. Chairman Tedford moved for approval, seconded by Ms. Williams, and the motion passed unanimously.

APPLICATIONS FOR NEW MANAGER APPROVALS

NONE

NEW BUSINESS/OLD BUSINESS

Chief Massengill informed the Board that he had no incidents to report.

ADJOURNMENT

There being no other business to come before the Board, Mr. Osborne moved, seconded by Ms. Williams, to adjourn the meeting at 5:03 p.m. and the motion carried unanimously. Mr. Mosby arrived at time of adjournment.

Respectfully submitted,

Barton Bailey, Secretary

**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: Habitat for Humanity of Anderson County

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 111 Randolph Rd. Telephone Number 482-7713

Type of Event Raffle Kick-off Party

Date(s) of Event July 11, 2015

Time(s) of Event* 6:30 - 8:30 p.m.

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

N/A

Time during which applicant desires to sell/distribute beer: 6:30 - 8:30 p.m.

Specific location where beer will be sold/distributed and consumed: 111 Randolph Rd., Grove Center

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

5. Individual's prior experience selling/serving beer or other alcoholic beverage: worked in restaurants in Oak Ridge and Knoxville as a young adult that served alcoholic beverages.

* Time cannot exceed seventy-two (72) hours

6. Name, mailing address and telephone number of the property owner, if other than the business owner: N/A

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? N/A

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.

N/A

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: High Places Church, Old Grove Theater, Grove Ctr
School: Oak Ridge Nursery School, Robertsville Rd.

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

Everyone wishing to consume beer will be required to show a military id or a driver's license. Those proving they are 21 or older will receive an arm band.

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:

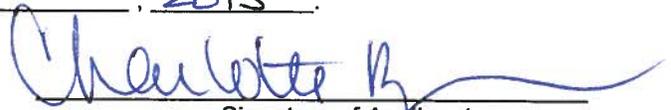
No

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.
- 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 11th day of May, 2015.


Signature of Applicant

Sworn to and subscribed before me this 11th day of May, 2015.

My commission expires: 1-31-2017.


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:

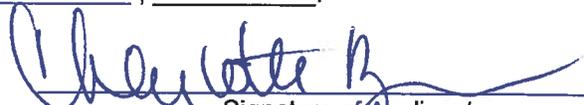
1. Business Name Habitat for Humanity of Anderson County
Business Address 111 Randolph Rd.
2. Manager's Full Name Charlotte Elizabeth Bowers
3. Request is made as (check which applies):
Additional Manager Replacement of Prior Manager
4. Manager's prior experience selling/serving beer or other alcoholic beverage:
Served alcoholic beverages in Oak Ridge & Knoxville as a young adult.
5. Manager's Work History:
How long have you been employed at the business? 4 1/2 yrs
Date you became Manager: January 2014
Name of Previous Manager: Jennifer Sheehan Date left: January, 2014
Previous Employment for the past ten (10) years (name of business, address, length of employment, position held). Attach additional sheets if necessary):
Oak Ridge Unitarian Universalist Church, 3 yrs, pianist; Chapel on the Hill, 5 yrs, pianist; Linda Brown Realty, 5 yrs, Realtor
6. Beer Permit History:
Have you ever been employed at an establishment with a beer permit? yes
If so, where and when: TGI Friday's, Knoxville; Chay's, Oak Ridge
Have you ever been a manager of an establishment with a beer permit? yes
Have you ever had a beer permit refused, suspended or revoked? NO
If so, where and when: N/A
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:
N/A
8. Describe steps which will be taken to prevent the sale of beer to persons under twenty-one (21):
All persons wishing to consume beer will have to show either a military i.d. or a driver's license. Those proving they are 21 or older will receive an armband.

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 11th day of May, 2015.


Signature of Applicant

Sworn to and subscribed before me this 11th day of May, 2015.

My commission expires: 1-31-2017.




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

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 E. DIVISION RD Telephone Number 483-3904

Type of Event FUNDRAISING EVENT

Date(s) of Event SATURDAY AUGUST 8, 2015

Time(s) of Event* 5 PM TO MIDNIGHT

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

Time during which applicant desires to sell/distribute beer: 5 PM TO 11 PM

Specific location where beer will be sold/distributed and consumed: ST. MARY'S PARISH LIFE CENTER
327 VERMONT AVE. OAK RIDGE

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

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

* Time cannot exceed seventy-two (72) hours

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. 482-2875

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 CATHOLIC CHURCH
School: ST. MARY'S SCHOOL

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

ALL ADULTS WHO CONSUME AN ALCOHOLIC BEVERAGE
MUST WEAR A WAIST BAND INDICATING THEIR AGE
HAS BEEN VERIFIED WITH A CURRENT PHOTO ID

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.

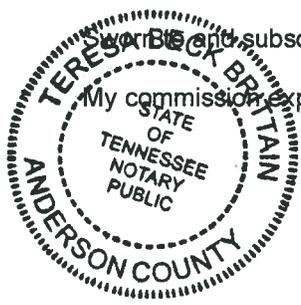
This the 15 day of may 2015

JAVargas
Signature of Applicant

Sworn to and subscribed before me this 15th day of May, 2015.

My commission expires: March 21, 2018

Teresa Beck Brittain
Notary Public

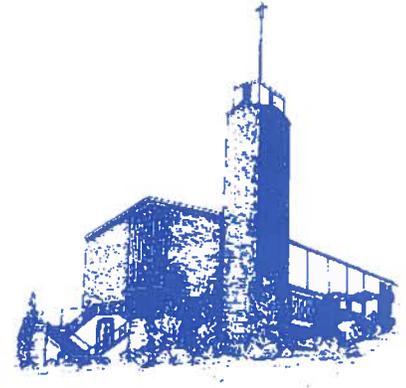


St. Mary Church

327 VERMONT AVE.

OAK RIDGE, TENNESSEE 37830

865-482-2875



20 May 2015

Memorandum of Record

Subject: Sales of Beer and Liquor at Fundraiser by Free Medical Clinic of Oak Ridge

St. Mary's Catholic Church concurs with the planned sales of beer and liquor by the Free Medical Clinic of Oak Ridge at its fundraiser on 8 August 2015. The fundraiser will occur in the Parish Life Center of St. Mary's Catholic Church.

It is understood that the Free Medical Clinic is applying for the special occasion permit from the City of Oak Ridge TN, using the tax exemption issued to the Free Medical Clinic. (Note: St. Mary's Catholic Church now has a Permit for On-premise Sale, but the Free Medical Clinic is conducting this event independent of the permit held by St. Mary's Catholic Church.)

John T. Slankas
(Tom)

John T. (Tom) Slankas
Business Administrator