



Office of the  
Clerk  
106 Jones Street  
PO Box 477  
Watertown, WI 53094-0477  
(920) 262-4000

---

December 1, 2023

Karisa Fendt

Dear Ms. Fendt,

The City of Watertown retains broad discretionary authority in denying, recommending denial, granting, or recommending granting of license applications based on the City of Watertown's Licensing Guidelines as adopted by the Licensing Board. The City's Police Department used these guidelines when reviewing your application to make recommendation that you should not be issued a Beverage Operator License based on the following:

***Your current probation rules prohibit alcohol/taverns.***

If you wish to appear at the Licensing Board meeting **Wednesday, December 13, 2023 at 4:30 p.m.**, the meeting will be held in person at City Hall, 106 Jones St. Watertown WI 53094 in room 0041 and virtually at: <https://meet.goto.com/496523101> or by calling: +1 (646) 749-3129 Access Code: 496-523-101.

Your license application may be discussed in a closed session part of the meeting during which you will have an opportunity to state the reason you feel your application should be approved. The Licensing Board will then return to open session and take a vote. After Licensing Board has made their decision, it will then be brought to the following City Council meeting for their approval or denial.

If you have any questions, please feel free to contact me. The appeal process is outlined in the Wisconsin State Statute Chapter 125.12(2)(d).

Sincerely,

Megan Dunneisen, City Clerk  
[mdunneisen@watertownwi.gov](mailto:mdunneisen@watertownwi.gov) 920-262-4006

md/SR

CC: Clark Gas Station (Sherry Gas LLC)