



License Committee

Regular Meeting

335 South Broadway
De Pere, WI 54115
www.deperewi.gov

Agenda

Tuesday, March 18, 2025

7:00 PM

Council Chambers and Virtual

Pursuant to Wisconsin Statute 19.84, Notice is hereby given to the public that a meeting of the **License Committee** of the City of De Pere will be held on **March 18, 2025** at **7:00 PM** in the **COUNCIL CHAMBERS, 2ND FLOOR CITY HALL, 335 S. BROADWAY STREET. DE PERE.**

The Public or Members of the License Committee, which may count toward an official quorum, may attend the meeting either in person in the Council Chambers or telephonically or electronically via video conferencing or other appropriate technological means. Telephonic or electronic access to the meeting is provided below:

Computer/smart phone accessing <https://www.gotomeet.me/DePere>

OR

You can also dial in using your phone.
United States (Toll Free): [1 866 899 4679](tel:18668994679)
United States: [+1 \(312\) 757-3117](tel:+13127573117)
Access Code: 154-883-285

This meeting may also be rebroadcast on TV throughout the week and available on demand at <https://deperewi.portal.civicclerk.com/>.

I. Call to Order

1. Roll Call.
2. Approval of the minutes of the December 3, 2024 License Committee meeting.
3. Approval of the minutes of the February 19, 2025 License Committee meeting.
4. Public comment upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the License Committee §6-3(f) DPMC
5. Application for a Class "B" Fermented Malt Beverage and "Class B" Intoxicating Liquor License for Dina Duarte-Reyes LLC (DBA El Bistro Taco), 400 Reid St Suite M. Agent: Dina Duarte-Reyes, Green Bay, WI.*

II. Future Agenda Items

III. Adjournment

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Clerk's office at 339-4050 by Noon, the previous day so that arrangements can be made.

***Items with an asterisk require City Council approval.**

Agenda Sent To:

Alderspersons

City Manager

Mayor

Department Heads

TV, Newspapers & Radio Stations

Kress Family Library

De Pere Chamber of Commerce

Dina Duarte-Reyes, El Bistro Taco



City of De Pere, Wisconsin

I.2

Request for License Committee Action

MEETING DATE: March 18, 2025
DEPARTMENT: City Clerk
FROM: Carey Danen, City Clerk
SUBJECT: Approval of the minutes of the December 3, 2024 License Committee meeting.
RECOMMENDED ACTION: Motion to approve

ATTACHMENTS:
12-3-24 License Committee Minutes_draft



License Committee

Regular Meeting

335 South Broadway
De Pere, WI 54115
<https://www.deperewi.gov/>

Draft Minutes

Tuesday, December 3, 2024

7:00 PM

Council Chambers and Virtual

1. Call to Order. The meeting was called to order at 7:00 PM by Alderperson Dan Carpenter.

Attendee Name	Title	Status	Arrived
Dan Carpenter	Aldersperson	Present	
Pamela Gantz	Aldersperson	Present	
Devin Perock	Aldersperson	Present	

Also present: City Attorney Tony Wachewicz and City Clerk Carey Danen.

2. Approval of the minutes of the November 19, 2024 License Committee meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dan Carpenter, Aldersperson
SECONDER:	Pamela Gantz, Aldersperson
AYES:	Dan Carpenter, Pamela Gantz, Devin Perock

3. Public comment upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the License Committee. §6-3(f) DPMC

None.

4. Class "B" Fermented Malt Beverage and "Class B" Intoxicating Liquor License application from existing license holder for Pasquale's International Cafe, 305 Main Ave, to operate under a new corporation - Pasquale's Cafe Inc.*

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dan Carpenter, Aldersperson
SECONDER:	Devin Perock, Aldersperson
AYES:	Dan Carpenter, Pamela Gantz, Devin Perock

5. Application for a Class "A" Fermented Malt Beverage and "Class A" Intoxicating Liquor License for Country Visions Cooperative (DBA De Pere Country Store), 1221 Grant St. Submitted by Country Visions Cooperative, Agent: Steven R. Lutz, Brillion, WI.*

The motion to approve is contingent upon completion of background check approval.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dan Carpenter, Aldersperson
SECONDER:	Pamela Gantz, Aldersperson
AYES:	Dan Carpenter, Pamela Gantz, Devin Perock

6. Future agenda items.

None.

7. Adjournment.

Aldersperson Carpenter moved, seconded by Aldersperson Perock to adjourn the meeting at 7:02 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Carey Danen, City Clerk



City of De Pere, Wisconsin

I.3

Request for License Committee Action

MEETING DATE: March 18, 2025
DEPARTMENT: City Clerk
FROM: Carey Danen, City Clerk
SUBJECT: Approval of the minutes of the February 19, 2025 License Committee meeting.
RECOMMENDED ACTION: Motion to approve

ATTACHMENTS:
2-19-25 License Committee Minutes_draft



License Committee

Regular Meeting

Draft Minutes

335 South Broadway
De Pere, WI 54115
www.deperewi.gov

Wednesday, February 19, 2025

7:00 PM

City Hall, Council Chambers
335 S. Broadway

I. Call to Order

Present: Dan Carpenter, Pamela Gantz, Devin Perock

II. Public Comment

Comments made during the public comment period shall pertain only to matters under the jurisdiction of the License Committee. §6-3(f) DPMC

None.

1. Application for Change of Agent for Walgreens, 150 S. Wisconsin St.*

RESULT:	Approved (UNANIMOUS)
MOVER:	Dan Carpenter
SECONDER:	Devin Perock
AYES:	Dan Carpenter, Pamela Gantz, Devin Perock

2. Future agenda items.

None.

III. Adjournment

Aldersperson Carpenter moved, seconded by Aldersperson Gantz to adjourn the meeting at 7:01 PM.

Upon vote, motion carried unanimously.

Respectfully submitted,
Carey Danen, City Clerk



City of De Pere, Wisconsin

L5

Request for License Committee Action

MEETING DATE: March 18, 2025
DEPARTMENT: City Clerk
FROM: Carey Danen, City Clerk
SUBJECT: Application for a Class "B" Fermented Malt Beverage and "Class B" Intoxicating Liquor License for Dina Duarte-Reyes LLC (DBA El Bistro Taco), 400 Reid St Suite M. Agent: Dina Duarte-Reyes, Green Bay, WI.*
RECOMMENDED ACTION: Motion to approve

ATTACHMENTS:

El Bistro Taco_application, El Bistro Taco_appointment of agent, El Bistro Taco_individual questionnaire

Form
AB-200

Alcohol Beverage License Application

For Municipal Use Only	
Municipality	De Pere
License Period	2024-2025

License(s) Requested: (up to two boxes may be checked)

- ☐ Class "A" Beer \$ _____ ☒ Class "B" Beer \$ _____
- ☐ "Class A" Liquor \$ _____ ☒ "Class B" Liquor \$ _____
- ☐ "Class A" Liquor (cider only) \$ _____ ☐ Reserve "Class B" Liquor \$ _____
- ☐ "Class C" Liquor (wine only) \$ _____

Fees	
License Fees	\$
Background Check Fee	\$
Publication Fee	\$ 30 - R* 199911
Total Fees	\$

Part A: Premises/Business Information

1. Legal Business Name (individual name if sole proprietorship)		
Dina L Duarte Reyes.		
2. Business Trade name or DBA		
El Bistro Taco		
3. FEIN	4. Wisconsin Seller's Permit Number	
84-3498321	456-1022418372-04	
5. Entity Type (check one)		
☐ Sole Proprietor ☐ Partnership ☒ Limited Liability Company ☐ Corporation ☐ Nonprofit Organization		
6. State of Organization	7. Date of Organization	8. Wisconsin DFI Registration Number
Wisconsin	10-28-2019	E 054723
9. Premises Address		
400 Reid St. suite M.		
10. City	11. State	12. Zip Code
De Pere	WI	54315
13. County	14. Governing Municipality: ☒ City ☐ Town ☐ Village	15. Aldermanic District
Brown	of: De Pere	
16. Premises Phone	17. Premises Email	18. Website
(920) 857-3939	El.bistro.taco@gmail.com	
19. Premises Description - Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary.		
The premises is located at 400 Reid St. De pere, building has 3,255 square foot and includes only the first floor restaurant, dining area, kitchen, back storage/walking cooler and freezer.		
20. Mailing Address (if different from premises address)		
2259 S. Oneida St.		
21. City	22. State	23. Zip Code
Green Bay	WI	54304

Part B: Questions

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages. ☐ Yes ☒ No		
If yes, list the details of violation below. Attach additional sheets if necessary.		
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed		Was sentence completed? ☐ Yes ☐ No
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed		Was sentence completed? ☐ Yes ☐ No

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol . . ☐ Yes ☒ No
If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or distributor? . . ☐ Yes ☒ No
If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Is the applicant business owned by another business entity? ☐ Yes ☒ No
If yes, provide the name(s) and FEIN(s) of the business entity owners below. Attach additional sheets as needed.

4a. Name of Business Entity	4b. Business Entity FEIN
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5. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion. ☒ Yes ☐ No
6. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine? ☐ Yes ☒ No
7. Does the applicant business owe past due municipal property taxes, assessments, or other fees? ☐ Yes ☒ No

Part C: Individual Information

List the name, title, and phone number for each person or entity holding the following positions in the applicant business or businesses listed in Part B, Question 4: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all members, managers, and agent of a limited liability company. Attach additional sheets if necessary.

Include Form AB-100 for each person listed below. Corporations and LLCs must appoint an agent by including Form AB-101.

Last Name	First Name	Title	Phone
Duarte Reyes	Dina	Owner	920-242-9006

Part D: Attestation

One of the following must sign and attest to this application:

- sole proprietor
- one general partner of a partnership
- one corporate officer
- one member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. 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 Duarte Reyes	First Name Dina	M.I. L
Title owner	Email El. bistro. taco@gmail.com	Phone 920-242-9006
Signature 		Date 02/24/2025

Part E: For Clerk Use Only

Date Application Was Filed With Clerk 2/24/25	License Number	Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk		Date Provisional License Issued (if applicable)	