Cover Sheet - Background Checks Alcoholic Beverages Licenses

Name of applicant: Wa	rren B Crockrom	Date of background check: <u>11/7/2025</u>
- 60 .0.1	£	
Type of license applied		
Retail alcohol beverages license - agent/officer/member Retail alcohol beverage license - individual applicant/sole proprietorship		
Retail a		e - individual applicant/sole proprietorship
X	Operator's license	
Results of background		
	d and/or qualified to h	
		for providing a materially false statement regarding a
misdemeanor d	or felony conviction in t	he last 10 years.
Disqualified based on following guideline(s):		
Applicants for an opera	ator's license	
Cuideline #1 Applican	at for an aparator's lise	ance with any of the following violations:
Guideline #1 – Applicant for an operator's license with any of the following violations: Violations of serving or allowing underage persons on premises within the past 2 years.		
Operating while impaired or under the influence within the past 2 years.		
Convictions involving unlawful use, distribution or possession with intent to distribute a		
controlled substance or illegal weapon within the past 2 years.		
A pending charge for crime against life or bodily security, or a violent crime against		
children, which substantially relates.		
A felony	conviction within the	past 10 years.
Applicants for a retail l	peverage license	
Guideline #2 – /	A felony conviction, wl	hich substantially relates.
Cuidalina #2	One or more offenses	within the nast 5 years or 2 or more offenses within the
Guideline #3 – One or more offenses within the past 5 years, or 2 or more offenses within the past 10 years, which involve crimes of violence or threats of violence, lack of cooperation with law		
		e of threats of violence, lack of cooperation with law
enforcement or distribu	ation of drugs.	111 11 I Francischich involve vomuly indepent or
Guideline #4 – Two or more offenses within the past 5 years which involve unruly, indecent or		
disruptive behavior in p	oublic, alcohol beverag	e offenses, possession offenses, operating while under the
influence of drugs or in	toxicants, open intoxic	cant violations, or crimes of dishonesty.
Guideline #5 – A habitual law offender, as deemed by RPD, or with an arrest record involving 2		
		ore offenses within the last 5 years, or 5 or more offenses
within the last 10 years		
Guideline #6 – A pending offense for crime against life or bodily security, or a violent crime		
against children, which	substantially relates.	
Dear applicant:		
Your records check came back with the following convictions:		
<u>Year</u>	<u>Offense</u>	
2016	Criminal Damage to F	Property & Criminal Trespass (2016CM000298)

Based on the above conviction(s) and the City's Policy Guidelines for Arrest and Conviction Records Related to Alcohol Beverages Licenses, you are presumably disqualified for an alcohol beverage license. This matter will now go before the Public Safety and Licensing Committee on Wednesday December 10, 2025, at 5:00 p.m., City Hall, Room 303, for a hearing on your license application. Your appearance at this meeting is mandatory and failure to attend may result in denial of your license application. At the hearing, the Committee will review documented evidence of rehabilitation:

You are required to submit documentation by 5:00 p.m. on the Thursday before the Committee meeting to show that you are fit to hold this license. This can be as simple as a letter from your employer/future employer stating that they are aware of your criminal conviction(s) and that they are willing to vouch for you. If this cannot be done, you may submit any of the following as evidence of rehabilitation:

- A certified copy of honorable discharge or separation under honorable conditions
- A copy of local, state or federal release document (from the Department of Corrections or your parole or probation agent) showing discharge from incarceration or probation/parole
- A copy of the department of correction's document showing completion of probation, extended supervision or parole
- Other evidence showing that one year has elapsed since release of institution without subsequent conviction of a crime along with evidence showing compliance with all terms of probation, extended supervision or parole.
- Evidence of the nature and seriousness of any offenses convicted
- Evidence of all circumstances relative to the offense, including mitigating circumstances or social conditions surrounding the commission of the offense
- The age of the individual at the time of the offense
- The length of time elapsed since offense committed
- Letters of reference by persons who have been in contact with the individual since the applicant's release
- Other relevant evidence of rehabilitation and present fitness presented

Failure to submit the required documentation by the above deadline may result in your application being deferred or moved to the next Committee agenda. Please contact us with any other questions. Thank you.

City Clerk