



**APPLETON
POLICE
DEPARTMENT**
COMPASSION * INTEGRITY * COURAGE

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TO: Safety and Licensing Committee
Common Council

FROM: Lt. Ben Goodin

DATE: 03/25/2026

RE: Police Department's Recommendation for Denial of Victoria Singleton's Bartender License Application

Committee Members:

The police department is requesting that the Safety and Licensing Committee recommend to the Common Council to deny Victoria Singleton's application for a bartender license.

Wis. Stat §125.04(5)(a)1., does not allow issuance of licenses or permits to those with an arrest or conviction record unless denial would constitute prohibited employment discrimination.

Pursuant to Wis. Stat. §111.335, it is not employment discrimination for a licensing agency to deny an applicant based on conviction record where the circumstances of the conviction substantially relate to the circumstances of the particular licensed activity.

STATEMENT ON SUBSTANTIAL RELATIONSHIP

Ms. Singleton was convicted of Battery-Intend Bodily Harm [Modifiers: Party to a Crime] (a class I felony) in Outagamie County case # 2003CF000104. This offense is in violation of Chapter 940 of the Wisconsin Statutes.

The above conviction is for an exempt offense under Wis. Stat. §111.335(1m)(b). Under Wis. Stat. §111.335(4)(c)2., there is no requirement for the licensing agency to state its reasons for denial in writing or to allow the individual an opportunity to show rehabilitation and fitness to engage in the licensed activity.

Ms. Singleton does not meet the requirement of Wis. Stat §125.04(5)(a)1. A license or permit related to alcohol beverages consequently may not be issued.

Very Respectfully,

Lt. Ben Goodin

Appleton Police Department