

**CITY OF MADISON, WISCONSIN**

AN ORDINANCE \_\_\_\_\_

PRESENTED \_\_\_\_\_

Creating Sec. 33.02(4) and Sec. 38.13 of the Madison General Ordinances to require certain disclosures relating to alcohol licensing.

REFERRED ALRC, CCOC

Drafted by: Michael May

Date: December 14, 2009

SPONSORS: Aids. Bruer & Schumacher

DRAFTER'S ANALYSIS: This ordinance requires certain disclosures relating to alcohol licensing. ALRC members are to verbally report on contacts by persons acting on behalf of licensees or potential licensees. The licensees are also to report, in writing, of such contacts and are subject to forfeiture for failing to report.

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The Common Council of the City of Madison do hereby ordain as follows:

1. Subsection (4) entitled "Reporting of Contacts" of Section 33.02 entitled "Alcohol License Review Committee" of the Madison General Ordinances is created to read as follows:

"(4) Reporting of Contacts. At each meeting of the Alcohol License Review Committee, members of the Committee will report on any contacts with them by licensees or applicants for licenses related to the license. Contacts at publicly noticed meetings are not included in this requirement. The member shall report by whom the contact was made, any substance of the contact, and shall provide copies of any documents provided. The report may be verbal or in writing. The Committee shall include an agenda item for the reporting of contacts."

2. Section 38.13 entitled "Licensees and Applicants to File Written Report of Contacts" of the Madison General Ordinances is created to read as follows:

**"38.13 LICENSEES AND APPLICANTS TO FILE WRITTEN REPORT OF CONTACTS.**

- (1) Every licensee or applicant for a license shall file a report with the City Clerk of any contacts with members of the Alcohol License Review Committee. The report shall be filed within thirty (30) days of any contact related to the license or application, and shall include the date of the contact, the member contacted, and the substance of the contact.
- (2) The Clerk shall, on a monthly basis, include the reports with the agenda and minutes of the meeting of the Committee, and shall include an agenda item related to the reports on the Committee's agenda.
- (3) Any person, including members of or staff to the Alcohol License Review Committee, may bring to the attention of the City Attorney any discrepancies in reporting required by this section. The City Attorney shall investigate and determine whether to file a complaint in municipal court.
- (4) Any licensee or applicant for a license who violates this section is subject to a forfeiture not to exceed \$100 for each violation.

**Approved as to form:**

- (5) Nothing in this section relieves a licensee, applicant for a license, or an agent of either from compliance with the City's lobbying ordinance, Sec. 2.40, MGO."