

June 23, 2020  
9200 Basil Court  
Largo, MD 20774

THE BOARD OF LICENSE COMMISSIONERS MET IN ADMINISTRATIVE  
VOTING SESSION:

PRESENT:

Daphne Turpin Forbes, Chairman  
Armando Camacho, Vice Chairman  
Kenneth Miles, Commissioner  
Tammie Norman, Commissioner  
Tammy Sparkman, Commissioner  
Terence Sheppard, Director  
Patricia Bell, Administrative Manager  
Robert Clark, Chief Liquor Inspector  
Cristian Mendoza, Deputy Chief Liquor Inspector  
Johnny Toles, Deputy Chief Liquor Inspector  
Leonard Vauss, Administrative Assistant  
Nikole Bennett, Administrative Aide  
Katrice James, Administrative Aide  
Keyanna Little, Administrative Aide

Time: 10:03 a.m.

In the matter of **t/a El Puente De Oro Restaurant**, the Board reviewed an alleged violation of Public Nuisance from the Prince George's County Police Department. Mr. Camacho moved to schedule a show cause hearing, seconded by Mr. Miles and made unanimous by Ms. Norman, Ms. Sparkman and Ms. Turpin Forbes.

In the matter of **t/a Dumm's 250 Texas BBQ**, the Board reviewed a letter dated May 15, 2020 regarding a request to withdraw the previously approved transfer application. Mr. Camacho moved to withdraw approval for the previously approved application, seconded by Mr. Miles and made unanimous by Ms. Norman, Ms. Sparkman and Ms. Turpin Forbes.

In the matter of **t/a Chevy's Fresh Mex**, the Board reviewed a letter dated June 10, 2020 regarding the surrender of the Alcoholic Beverage License due to the business closing permanently. Mr. Camacho moved to officially expire the license, seconded by Mr. Miles and made unanimous by Ms. Norman, Ms. Sparkman and Ms. Turpin Forbes.

In the matter of **t/a Best Western**, the Board reviewed a letter dated June 8, 2020 regarding a request to extend the service area of the lounge to the ballroom to allow for social distancing. Mr. Camacho moved to approve the request, seconded by Mr. Miles and made unanimous by Ms. Norman, Ms. Sparkman and Ms. Turpin Forbes.

In the matter of **t/a Kenilworth Avenue**, the Board reviewed a letter dated June 17, 2020 regarding a request add a walk-in cooler.

Mr. Camacho moved to approve the request, seconded by Mr. Miles and made unanimous by Ms. Norman, Ms. Sparkman and Ms. Turpin Forbes.

The Board reviewed and provided revisions for the following previously submitted SOP.

- a. Fine Collection**
- b. Growler Permit Application**
- c. Protest of the renewal of an Alcoholic Beverage License**
- d. Public Hearing**
- e. Renewal of Alcoholic Beverage License**
- f. Social Media**
- g. Transfer Application**

The Board received the following Standard Operating Procedures for review:

- a. Alcohol Related Complaints**
- b. Attire and Grooming**
- c. Employee Past Performance Appraisal**
- d. Inspection Staff Workload Assessment**
- e. Retention Schedule**
- f. Scheduling Inspection Assignments and Reporting**
- g. Scheduling Inspection General**
- h. Special Investigations**

Mr. Camacho moved to approve the minutes from the Administrative Voting Session dated June 10, 2020, seconded by Mr. Miles and made unanimous by Mr. Miles, Ms. Sparkman and Ms. Turpin Forbes.

The Board took note of the following scheduled meetings:

- a. July 1, 2020 @ 7:00 p.m.
- b. July 28, 2020 @ 10:00 a.m.

Respectfully Submitted,

Nikole Bennett  
Administrative Aide

Adjourned 10:23 a.m.