

**CITY OF ANN ARBOR COUNCIL LIQUOR LICENSE REVIEW COMMITTEE
AUGUST 18, 2008**

The City of Ann Arbor Council Liquor License Review Committee Meeting was called to order by the Chairman, Stephen Rapundalo, at 5:45 p.m. on August 18, 2008, in the City Council Workroom, 100 N. Fifth Avenue, Ann Arbor, MI, 48104.

The members present were Councilmembers Stephen Rapundalo, Mike Anglin, Ron Suarez and Leigh Greden (arrived at 5:55 p.m.). City Clerk Jacqueline Beaudry and Assistant City Attorney Mary Fales were also present.

PUBLIC COMMENT

There was no one present from the public to speak.

APPROVAL OF AGENDA

It was decided by unanimous consent to approve the agenda with the addition of Item 2 under New Business: Transferred Licenses.

APPROVAL OF MINUTES

Greden moved, seconded by Anglin, that the minutes of July 1, 2008 be approved as presented. The motion carried on a voice vote.

OLD BUSINESS

1. Caliente Grill – 255 E. Liberty Street
 - a. July 31 letter to applicant

The City Clerk, Jacqueline Beaudry, updated the Committee on Caliente Grill. Per the committee's direction, a letter was sent to the owner of Caliente Grill requesting more information about the proposed business. The letter also requested that the applicant complete the City's Redevelopment Liquor License Pre-Application Questionnaire. A copy of the letter sent July 31, 2008 was provided to committee members. The clerk noted that the applicant had not yet responded to the inquiry.

Greden moved, seconded by Anglin, that the committee table the application and direct the city clerk to send another letter via certified mail requesting that the applicant respond within 90 days in order to continue with the application process. The motion carried.

2. Committee Meeting Schedule

Committee members decided that their regular schedule through the end of the year would be the first Friday of each month at 3:30 p.m. Their next meeting will be Friday, September 5, 2008. The committee will meet regularly in the Council Work Room.

3. Redevelopment License Scoring Sheet

The City Clerk provided a draft copy of the score sheet to be used to evaluate individual applications for the redevelopment district licenses only. The clerk stated this draft was based on the committee's discussion at the last meeting regarding their desired review process for redevelopment district licenses. The committee reviewed the draft and decided that the proposed scoring sheet would be used for future evaluation of redevelopment district licenses. The score sheet used for competitive New Class C licenses would not be changed.

The committee decided that any applications that require additional information or are determined to be incomplete will receive a certified letter notifying the applicant of the deficiency. The applicant will have 90 days to respond in order to keep the application current. The city clerk stated she would send the Pre-Application Questionnaire to the three pending applicants and notify them of the 90-day deadline.

4. Committee Policies and Procedures

Assistant City Attorney Mary Fales reviewed the committee's proposed policies and procedures with them.

The committee discussed their role in the application review process. It was determined that the committee would review pending redevelopment district licenses first and then request staff review after committee evaluation. The committee may also, when necessary, request a review and recommendation by the Downtown Development Authority.

The committee discussed a possible Annual Renewal Review process. Chair Rapundalo asked that City staff review the proposal and provide feedback. The clerk was also directed to ask other Michigan clerks if their communities have a process in place.

5. Ordinance Amendment

Assistant City Attorney Fales reviewed the draft ordinance changes with the committee. She stated the City Treasurer had requested that the ordinance be amended to allow for the payment of both personal and real property taxes to be considered in the liquor license review process.

NEW BUSINESS

1. New Applications

- a. Marne Thai – 414 S. Main Street, Suite 130
- b. Silvio's Organic Pizza – 715 N. University
- c. Mr. Greek – 215 S. State Street

The committee directed the City Clerk to send the Pre-Application Questionnaire to these applicants pending any further review.

2. Transferred Licenses

Chair Rapundalo stated he wanted to review pending transfers that involved new businesses or transferred locations, prior to the Clerk's Office placing these transfers on the Council agenda. The committee discussed two transfers on the August 18, 2008 Council Agenda, including the transfer of stock in the ownership of Mongolian Barbeque and the transfer of a license and location to Quickie Burger. The committee decided that they would request that Council postpone the transfer to Quickie Burger until the committee could further review the request.

ADJOURN

With no further business before the committee, the Chair called the meeting adjourned at 6:45 p.m.

Respectfully submitted by

Jacqueline Beaudry
Ann Arbor City Clerk