

City of Ann Arbor

301 E. Huron St.
Ann Arbor, MI 48104
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Action Minutes

Friday, August 16, 2013

3:00 PM

Guy C. Larcom, Jr. Building, 301 E. Huron St. 2nd Flr.

Council Liquor License Review Committee

CALL TO ORDER

Councilmember Lumm called the meeting of the Council Liquor License Review Committee to order at 3:05 p.m.

City Clerk Jacqueline Beaudry, Deputy City Clerk Jennifer Alexa, Assistant City Attorney Mary Fales, Lt. Renee Bush, and Ralph Welton, Building Official, were also in attendance.

Present: 3 - Mike Anglin, Jane Lumm and Sumi Kailasapathy

APPROVAL OF AGENDA

A motion was made by Councilmember Anglin, seconded by Councilmember Kailasapathy, that the Agenda be Approved as presented. On a voice vote, the Chair declared the motion carried.

APPROVAL OF MINUTES

13-1144 Council Liquor License Review Committee - February 15, 2013

Attachments: 2013-02-15 liquor committee minutes

A motion was made by Councilmember Kailasapathy, seconded by Councilmember Anglin, that the Minutes be Approved by the Commission and forwarded to the City Council by 10/7/2013. On a voice vote, the Chair declared the motion carried.

ACTION ITEMS

OLD BUSINESS

NEW BUSINESS

City Clerk Jacqueline Beaudry reviewed the cost analysis spreadsheet that was prepared regarding the justification for current fees. The committee reviewed the costs for staff time associated with the annual renewal process as well as the transfer and issuance of new licenses.

Assistant City Attorney Mary Fales discussed the proposed "Step 2 annual renewal fee" for those businesses that require a hearing of the Liquor Officer. Ms. Fales stated this fee could not be justified as the hearing is required as part of the due process if the City is going to object to a license. Ms. Fales also noted that she did not find other municipalities charging for annual renewals as part of her research.

Lt. Renee Bush reviewed the process undertaken by the Police Department to conduct their annual renewals. She stated she would provide the Clerk's Office with a revised schedule for Police hours so that a more accurate fee recommendation could be made.

Committee members agreed to meet again in September to finalize plans for changes to the fee schedule as well as the specific services for which fees are charged. The City Clerk stated her office would like to eliminate the local fee and review process for transferred licenses as the State is no longer requiring local approval and the process has now become difficult to manage and enforce.

City Clerk Jacqueline Beaudry provided committee members with a draft 2014 annual renewal schedule. It was decided that the schedule would be reviewed and approved at the September meeting.

Committee members asked Assistant City Attorney Fales to provide more clarification in September regarding the possibility of some cost recovery for those businesses that require additional time and/or a hearing during the annual renewal process.

INFORMATION/UPCOMING BUSINESS

*The committee determined the following order of business for its September meeting:
Approval of 2014 Schedule
Approve new fee resolution for City Council approval
Discussion with City Attorney regarding "Step 2" process in Annual Renewals*

ADJOURNMENT

Seeing no further business before the committee, Chair Lumm called the meeting adjourned at 4:10 p.m.