File #: 19-722, **Version:** 1

City Council Meeting Date: February 19, 2019

To: Mayor and City Council
City Administrator

From: Deb Little, City Clerk
Monte Nelson, Chief of Police

Subject:
Consider Approval of Liquor License Renewals

Action Requested:
The Northfield City Council hereby approves liquor license renewals for April 1, 2019 - March 31, 2020 as shown on the attached list, subject to the following conditions:

1. Liquor licenses will be issued upon receipt of:
   - All required documents
   - Payment of all delinquent taxes, assessments, utility bills or other financial claims of the city
   - Payment of all remaining liquor license fees
   - Successful completion of background investigations
2. Renewal of Outdoor Dining Permits are approved for Froggy Bottoms River Pub and The Hideaway subject to the following conditions:
   - Final review and approval of layout and barriers proposed to be used by the Chief of Police
   - Compliance with all terms and conditions noted in City Code Section 6-70 - Temporary expansion of licensed premises/outdoor sales and service
   - Froggy Bottoms River Pub hours of operation: Monday - Thursday 4 - 10 pm and Friday - Sunday 11 am - 10 pm: with all tables, chairs and barriers removed from the Riverwalk each night after 10 pm.

Summary Report:
The City Council is being asked to approve the 2019 liquor license renewals. Current liquor licenses expire on March 31, 2019. The list contains a total of 36 licenses in the following categories:

- 1 - Club license
- 18 - On-Sale Intoxicating licenses
- 9 - On-Sale Wine/3.2 licenses
- 5 - Off-sale 3.2 licenses
- 1 - Cocktail Room license
- 2 - Taproom licenses

Staff has been working on the license renewals since early January. Licensees were provided with copies of applicable state laws, and Chapters 6 and 50 of the City Code. Each liquor license renewal application is being

checked for compliance, which covers the provisions of Minnesota State law and City Code. These provisions include:

- Background investigations on licensees
- Review of premises layout
- Review of liquor law violations for the previous five years
- Review of insurance certificates
- Review of delinquent utilities, taxes, assessments or other financial claims

Holders of on-sale intoxicating licenses are permitted to pay the license fee in two installments, one-half when the application is submitted and one-half before the license is issued. Once licenses are approved by the City Council, they will be sent to the Department of Public Safety Alcohol and Gambling Enforcement Division (DPS-AGE) for review and approval. Licenses will be issued after receipt of all required documents, any delinquent payments, and remaining fees, and successful completion of background checks.

Compliance checks of license holders were conducted March 26 and June 28, 2018 by the Northfield Police Department. The following licensee violations occurred:

- March 26, 2018 - Employee at The Hideaway sold alcohol to an underage buyer. The criminal violations and civil penalties have been completed
- June 28, 2018 - Employee at Kwik Trip North sold alcohol to an underage buyer. The criminal violation was dismissed in the interest of justice by the Rice County Attorney's Office. The Chief reviewed the case with the Rice County Attorney's Office after the case had been closed. Due to the dismissal, no criminal penalty was issued and no civil penalty could be issued.

The City of Northfield policy regarding civil penalties for violation of liquor laws provides for penalties as follows:

1st offense	$250 civil penalty and require verification of retraining
2nd offense within 2 years	$500 civil penalty and 3 day suspension of license and require verification of retraining
3rd offense within 3 years	$2,000 civil penalty and 18 day suspension of license
4th offense within 5 years	Revocation of license

Alternative Options:
N/A

Financial Impacts:
The City will receive $68,500 for liquor license renewal fees.

Tentative Timelines:
Liquor licenses need to be approved by the City and forwarded to the Alcohol and Gambling Enforcement Division for review and approval a minimum of 30 days prior to expiration.