

**ROCHELLE CITY COUNCIL
AGENDA ITEM MEMO
REGULAR MEETING**

SUBJECT: Ordinance Amending Article II (License), Chapter 6 (Alcoholic Beverages) of the Municipal Code.

Staff Contact: City Clerk, Rose Huéramo

Summary: Currently, all existing liquor licenses must be renewed by December 31st or they will expire. Staff recommends that council extend the expiration date of existing liquor licenses to January 31st for this current year and the years following. This allows the city to fully utilize the newly implemented Tyler software to its fullest capability. Previously, there was no available option to pay online but with the new software, liquor license holders will now be able to. Additionally, this change will allow deposits to be applied to the current fiscal year for which they are applied.

As the ordinance currently stands, all applications for renewal must be submitted on, or before, December 15th and any applications submitted after the deadline must be accompanied by a \$20.00 late filing fee. Should the proposed change of the expiration date be granted, the deadline will be moved to January 15th of each year and the late filing fee will be increased to \$250.00.

By making these changes, liquor license holders are encouraged to submit their applications in a timely manner given the newly added convenience of paying online.

Funding Sources:

Source:	Budgeted Amount:	Proposed Expenditure:
N/A		

Strategic Plan Goal Application: Small Business Development & Retention

Recommendation: Approve an Ordinance Amending Article II (License), Chapter 6 (Alcoholic Beverages) of the Municipal Code.