



MAYOR & COUNCIL COMMUNICATION

DATE: May 17, 2016
CONSENT
ITEM # 10

AGENDA ITEM: Temporary Liquor License for Lake Elmo Jaycees

SUBMITTED BY: Julie Johnson, City Clerk

THROUGH: Kristina Handt, City Administrator

REVIEWED BY: Kristina Handt, City Administrator

SUGGESTED ORDER OF BUSINESS:

- Introduction of Item City Administrator
- Report/Presentation.....City Administrator
- Questions from Council to Staff Mayor Facilitates
- Call for Motion Mayor & City Council
- Discussion Mayor & City Council
- Action on Motion Mayor Facilitates

POLICY RECOMMENDER: Lake Elmo Jaycees, Staff

SUMMARY AND ACTION REQUESTED:

As part of the Consent Agenda, City Council is respectfully requested to consider approval of a temporary on-sale liquor license issued to the Lake Elmo Jaycees for their annual Huff n’ Puff Days event held August 11 through 14, 2016, subject to approval of the Director of Alcohol and Gambling Enforcement. In addition, the City Council is requested to waive the \$25 liquor license fee and the fee for the Lion’s Park ball field lighting. As part of the Consent Agenda, no formal motion is required. If removed from the Consent Agenda, the recommended motion is as follows:

“Move to approve a temporary on-sale liquor license issued to the Lake Elmo Jaycees for their Huff n’ Puff Days event held August 11 through 14, 2016, subject to approval of the Director of MN Alcohol and Gambling Enforcement Division, and waive both the \$25 liquor license fee and the fee for Lion’s Park ball field lighting.”

LEGISLATIVE HISTORY:

Pursuant to Lake Elmo City Code Chapter 111.17 Section (B)(3), temporary on-sale licenses shall be issued only to clubs, charitable, religious, or other non-profit organizations in existence for at least three years and shall authorize the on-sale of intoxicating liquor in connection with a social event sponsored by the licensee and subject to the restrictions imposed by MN Statute 340A.

Lake Elmo Jaycees will hold their annual Huff n' Puff Days event August 11 through 9, 2015 and have requested an on-sale temporary special event liquor license to allow for the safe sale of alcoholic beverages at the event.

RECOMMENDATION:

If removed from the Consent Agenda, Staff recommends the following motion:

“Move to approve a temporary on-sale liquor license issued to the Lake Elmo Jaycees for their Huff n’ Puff Days event held August 11 through 14, 2016, subject to approval of the Director of MN Alcohol and Gambling Enforcement Division, and waive both the \$25 liquor license fee and the fee for Lion’s Park ball field lighting.”



Minnesota Department of Public Safety
 Alcohol and Gambling Enforcement Division
 445 Minnesota Street, Suite 222, St. Paul, MN 55101
 651-201-7500 Fax 651-297-5259 TTY 651-282-6555

**APPLICATION AND PERMIT FOR A 1 DAY
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization Lake Elmo Jaycees		Date organized October 1970	Tax exempt number 1072528
Address PO Box 198	City Lake Elmo	State Minnesota	Zip Code 55042
Name of person making application Heather Noyes		Business phone 651-438-5504	Home phone 612-801-6145
Date(s) of event August 11-14, 2016	Type of organization <input type="checkbox"/> Club <input checked="" type="checkbox"/> Charitable <input type="checkbox"/> Religious <input type="checkbox"/> Other non-profit		
Organization officer's name		City	State
<input checked="" type="checkbox"/> Casey Block- President	Minneapolis	Minnesota	55410
<input checked="" type="checkbox"/> Justin Schwingle - PRVP	South St. Paul	Minnesota	55075
<input type="button" value="Add New Officer"/>			

Location where permit will be used. If an outdoor area, describe.
 Lions Park. Lake Elmo, MN. We will have a beer trailer next to the concessions building, behind counters & blocked off to prevent unauthorized access.

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
 na

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.
 Insurance By Design, LLC. 14041 Burnhaven Drive, Suite #101. Burnsville, MN 55337. \$1,000,000.

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City/County	Date Approved
City Fee Amount	Permit Date
Date Fee Paid	City/County E-mail Address

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
5/2/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Insurance By Design, LLC 14041 Burnhaven Drive Suite 100 Burnsville MN 55337	CONTACT NAME: Julie Quiring PHONE (A/C, No, Ext): (952) 808-7002 E-MAIL ADDRESS: julieq@insurancedesign.net	FAX (A/C, No): (952) 808-7004
	INSURER(S) AFFORDING COVERAGE	
INSURED Minnesota Jaycees, Inc Affiliated Local Chapters 5775 Wayzata Blvd, Suite 700 St. Louis Park MN 55416	INSURER A: Scottsdale Insurance Company	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** CL1591502146 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			ACS0000232	9/22/2015	9/22/2016	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input checked="" type="checkbox"/> \$2,500 DEDUCTIBLE		X				MED EXP (Any one person) \$ 2,500
	<input checked="" type="checkbox"/> EXCL ATHLETIC PART						PERSONAL & ADV INJURY \$ 1,000,000
GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							\$
AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS							COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED \$ RETENTION \$							EACH OCCURRENCE \$ AGGREGATE \$ \$
WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N <input checked="" type="checkbox"/> N/A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below							PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	LIQUOR LIABILITY			ACS0000232	9/22/2015	9/22/2016	EACH OCCURRENCE \$1,000,000 ANNUAL AGGREGATE \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Provides evidence of insurance for Lake Elmo Jaycees. Holder is listed as additional insured under the general liability policy for Huff n'Puff Days to be held 8/11/16 to 8/14/16.

CERTIFICATE HOLDER City of Lake Elmo 3800 Laverne Ave N Lake Elmo, MN 55042	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE LuAnn Paulet/JAQ
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