

Date:	June 3, 2025
Prepared By:	Jason Lockridge, Chief of Police
Subject:	Proposed Liquor Licensing Changes

Overview

This report outlines proposed amendments to the city's liquor licensing ordinances. The primary objective is to align the names and classifications of municipal liquor licenses with those used at the state and county levels. These changes aim to simplify the licensing process for event planners and individuals seeking liquor licenses within our City.

Background

The Police Chief and the Parks Director have engaged in extensive discussions with state and county liquor control authorities and local event planners over the past several months. These discussions have highlighted the discrepancies in license names between municipal licenses and those at the state and county levels, often causing confusion for applicants.

Proposal

The proposed changes will rename and reclassify municipal liquor licenses to match the state and county nomenclature. This alignment will streamline the application process, reduce administrative complications, and provide clearer guidance to those seeking licenses.

Collaboration with State Liquor Control

State liquor control authorities have been instrumental in assisting our staff throughout this project and have expressed a willingness to continue their support as needed. Their expertise and cooperation will ensure a smooth transition and consistent enforcement across all levels of government.

Proposal

Staff would propose renaming municipal liquor license names to mirror State liquor license names. Also, during the budget process and approval of the Schedule of Fees, staff would recommend changing the fee for Temporary Location for Liquor by the Drink, Caters Permit from a flat \$37.50 for 7 days to \$15/day, up to 7 consecutive days, bringing our fee structure in alignment with the State's.

Liquor Licenses Comparison

State License	Fee	Municipal License	Fee
Beer Original package	\$50	Package Liquor (malt liquor only)	\$75
Original Package Liquor	100	Package Liquor (all kinds)	\$150
Beer & Light Wine by Drink	\$50	Liquor by the Drink-Malt Liquor/Light Wine	\$75
Beer by the Drink	\$50	Malt Liquor by the Drink	\$75
Retail by the Drink Resort	\$300	Liquor by the Drink (All Kinds)	\$450
Microbrewery	*	Microbrewery	*
Sun. by the Drink/Sun. Original Package	\$200	Sunday Sales	\$300
Picnic License	\$25**	Temporary Permit for Sale by Drink	\$37.50
Original Package Tasting	\$25	Tasting Permit	\$37.50
Retail by the Drink Cater's License	\$10***	Temporary Location for Liquor by the Drink, Caters Permit	\$37.50

*\$5 per 100 barrels or fraction thereof, max \$250- currently none issued in Smithville

**\$25/valid for 7 consecutive days- issued for not for profit or tax-exempt organizations

***\$10 per day up to 7 consecutive days- when a by the drink license holder wants to sell intoxicating liquor by the drink at a location other than their licensed premises.

Recommendation

Staff recommends renaming municipal liquor licenses to mirror state license names. Additionally, it is recommended that during the budget process review of the Schedule of Fees, the Schedule be updated to bring the fee structure into alignment with the state's fee schedule.

Requested Action

Staff requests guidance and feedback before moving forward and bringing this item to the Board for approval.