

Item #12E

**City of Carson City
Agenda Report**

Date Submitted: December 29, 2009

Agenda Date Requested: January 7, 2010

Time Requested: 10 minutes

To: Liquor and Entertainment Board

From: Business License, Public Works

Subject Title: Action to appoint a Hearings Officer for Administrative Citations issued to Liquor License holders. (Jennifer Pruitt)

Staff Summary: Staff recommends the appointment of Lee Plemel to the position of Hearings Officer. This appointment will save additional staff cost and provide the use of staff already trained to serve as a Hearings Officer.

Type of Action Requested:

☐ Resolution

☐ Ordinance

☒ Formal Action/Motion

☐ Other (Specify)

Does This Action Require A Business Impact Statement: ☐ Yes ☒ No

Recommended Board Action: I move to appoint a Hearings Officer for Administrative Citations issued to Liquor License holders.

Explanation for Recommended Board Action: The recently adopted Liquor License ordinance (CCMC Title 4, Chapter 13) requires the appointment of a Hearings Officer.

Applicable Statute, Code, Policy, Rule or Regulation: CCMC 4.13

Fiscal Impact: N/A

Explanation of Impact: N/A

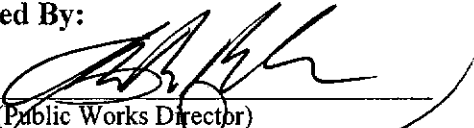
Funding Source: N/A

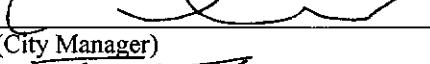
Alternatives: 1) Refer back to the Business License Division, or
2) Deny

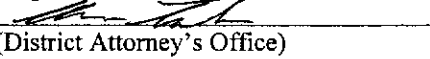
Supporting Material: N/A

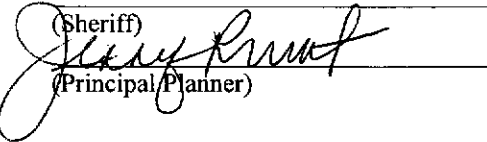
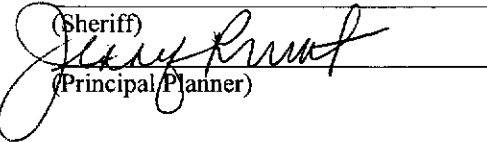
Prepared By: Lena Tripp, Senior Permit Technician

Reviewed By:


(Public Works Director)


(City Manager)


(District Attorney's Office)


(Sheriff)

(Principal Planner)

Date: 12/29/09

Date: 12/28/09

Date: 12-29-09

Date: _____

Date: 12-23-09

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)