

**MINUTES
MUNICIPAL OFF-SALE RETAIL LIQUOR BOARD**

FEBRUARY 4, 2014

The meeting was called to order by Chairperson, Reed Ringstad at 6:15 p.m. Members present were Bill Ludwig, Liquor Store Manager; Jennifer Welling, Steve Vaske, Sue Hecht (6:25 p.m.) and Jeff Thompson. Also present was Corey Gerads, Alliance Building Corporation and Larry Keenan, Keenan Architectural Group, Inc.

Motion was made by Welling to approve the minutes from the December 3, 2013 Municipal Off-Sale Retail Liquor Board meeting. Seconded by Vaske and unanimously carried.

LIQUOR STORE LOCATION

The following was reported:

- A company approached the City to purchase some land along the by-pass
- Want to build the City a liquor store with 7,000 – 7,500 square feet if the City would help them with the purchase of the land
- Proposed is a convenience store, bait shop, fuel, and liquor store
- Current liquor store is 3,100 square feet
- The City is interested in further development in this area
- More space with new liquor store and more say on the layout
- Lease or own is still being considered
- Better fit and location
- Have an event venue on site

The Board discussed needs/wants, etc.:

- Vestibule/entry way
- Cement floor – not tile
- New/bigger cooler/beer cave – cost \$5,000.00 to move it last time
- Possibly eliminate small coolers around the current store
- More space for displays
- Need for janitorial/utility room/closet
- Due to size of square footage two restrooms will be required
- Increase storage space
- Increase counter space
- Wine tasting bar
- Break room
- Office
- Drop safe
- Signage/banners
- Lighting
- Upgrade security system
- Increase electrical outlets
- Increase lease amount

- Lease versus own
- Increase staff
- Expenses versus income
- In house event venue

Corey Gerads and Larry Keenan were in attendance to get a feel for what the Liquor Board might want if they were able to get into a larger space/new store. They would design the store, get costs, and then a lease could be negotiated. There was some discussion on how much the City would do or have done.

Gerads and Kennan discussed the following:

- Sample layout from another liquor store Keenan designed
- The need for two restrooms
- Increase in staff for increase in floor area
- Wood frame structure with wood trusses
- Drop ceiling or no ceiling
- Ceilings 12' high
- Big windows
- Traffic flow
- Trash/dumpster area
- Cardboard
- Loading dock
- Water runoff – retention
- Curb and gutter
- Setbacks
- Pylon sign
- Time line – bid the project in May, start in June, and open in October

NEXT MEETING

The Board set a meeting for February 12, 2014 at 6:30 p.m. at the Liquor Store to discuss regular business and February 20, 2014 at 6:15 p.m. at City Hall to discuss the Liquor Store location again.

There being no further business, the meeting was adjourned at 8:50 p.m.