

# **City of Scottsbluff, Nebraska**

**Monday, October 4, 2021**

**Regular Meeting**

## **Item Public Inp2**

**Council to approve a Special Designated Liquor License for Panhandle Cooperative Association to serve beer, wine and distilled spirits for a fundraiser event at the West Nebraska Arts Center, 106 East 18th Street, Scottsbluff on October 29, 2021 from 5:00 to 11:30 p.m.**

**Staff Contact: Kim Wright, City Clerk**

## Special Designated License Local Recommendation (Form 200)

Applications must be entered on the portal after local approval – no exceptions  
Late applications are non-refundable and will be rejected

Panhandle Cooperative Association

Retail Liquor License Name or \*Non-Profit Organization (\*Must include Form #201 as Page 2)

401 S. Beltline Hiway W, Scottsbluff, NE 69361

Retail Liquor License Address or Non-Profit Business Address

ck094240

Retail License Number or Non-Profit Federal ID #

Event Date(s): 10/29/21

Event Start Time(s): 5pm

Event End Time(s): 1130pm

Alternate Date: 10/30/2021

Alternate Location Building & Address:

Event Building Name: West Nebraska Arts Center

Event Street Address/City: 106 East 18th St. Scottsbluff, NE

Indoor area to be licensed in length & width: 73.5' X 33.6' X 2 Floors

Outdoor area to be licensed in length & width: X (Diagram Form #109 must be attached)

Type of Event: Fundraiser Estimate # of attendees: 150

Type of alcohol to be served: Beer X Wine X Distilled Spirits X  
(If not marked, you will not be able to serve this type of alcohol)

Event Contact Name: Annabella Johnson Event Contact Phone Number: 7608816678

Event Contact Email: ajohnson@panhandlecoop.com

\*Signature Authorized Representative:

\*Retail-licensee – Must be signed by a member listed on permanent license

\*Non-Profit Organization – Must be signed by a Corporate Officer

Local Governing Body completes below:

The local governing body for the City of Scottsbluff OR County of \_\_\_\_\_ approves the  
issuance of a Special Designated License as requested above.

**MEMORANDUM**

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**TO:** Dustin Rief, City Manager

**FROM:** Kevin Spencer, Chief of Police

**CC:** Kim Wright, City Clerk

**DATE:** September 27, 2021

**RE:** Request for a Special Designated License (SDL) – West Nebraska Arts Center 106 E 18<sup>th</sup> St Scottsbluff, NE

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In regards to the West Nebraska Arts Center application for a Special Designated License; Oct. 29, 2021, for a fundraiser, there will be sufficient law enforcement officers on duty to handle regular patrol duties in the city and to respond to the Arts Center in the event of a need. I recommend approval given the fact that law enforcement has never been called to the Arts Center to address any issues during these types of events. As always, we would insist that management have adequate staff on hand to closely monitor the event and take steps to ensure minors do not drink.

The police department does not object to the issuance of the Special Designated License.

  
Kevin E. Spencer  
Chief of Police