

## **Douglas County Liquor Licensing Authority Worksession**

**Friday, July 15, 2011  
100 Third Street, Castle Rock  
BCC Conference Room**

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**Attendees: Scott Lemmon, Don Bammes, Chris Carlson  
Alternates: Candace Montgomery, Bill Sparkman  
Staff: Kelly Dunnaway, Holly Carrell**

**The new alternates were introduced and welcomed by the Authority and staff. A general overview was provided regarding sentencing guidelines, process, procedures for hearing new applications and violations and a review of the activities of the past 12 months.**

**1. Hearing Agenda Review**

No items for review as the worksession immediately followed the hearing.

**2. Elect Chair for 2011-2012**

According to Resolution R-009-142 creating the Authority, item 2B, members are required to elect a new chair each year. Chris made a motion to re-elect Scott and Don seconded it. Scott accepted the nomination and the position as chair for 2011-2012. Staff thanked Scott for his excellent and professional leadership over the past year.

**3. Fine In Lieu of Suspension Procedures and Worksheet Review**

Attendees reviewed and discussed two sample worksheets and provided feedback. It was agreed upon unanimously that the form modeled after an IRS document would be revised by staff for formatting, font, etc. and resubmitted to the Authority for approval.

**4. Preparation for Annual Meeting with BCC (August 8 at 11:00am)**

Members evaluated the proposed agenda. Suggested additions were the number of violations and new applications heard. Staff will revise and provide to Commissioner Repella for feedback and will then follow-up with the Authority. Staff was asked to see if an alternate date was available due to a scheduling conflict.

**5. Other Business**

None