CITY OF LA CROSSE

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LEGISLATION STAFF REPORT FOR COUNCIL

File ID 26-0197

Caption Resolution amending Appendix C Fee Schedule of the La Crosse Municipal Code to include a fee for late renewal of alcohol beverage and cigarette, tobacco and vaping device applications.

Staff/Department Responsible for Legislation

Nikki Elsen, City Clerk

Requestor of Legislation

Nikki Elsen, City Clerk

Location, if applicable

Summary/Purpose

To implement a late fee when renewal applications for alcohol beverage and cigarette, tobacco and vaping devices are filed after the established deadline.

Background

The City Clerk desires to have a renewal process codified with established deadlines and to implement a late fee for applications that miss the deadline to cover the staff time required to expedite processing. A financial consequence is motivation to submit timely rather than treating deadlines as flexible. Deadlines work best when tied to a measurable cost.

Fiscal Impact

No fiscal impact resulting in an expense. The fee will create revenue to cover staff costs for special handling and adjusted processing schedules.

Staff Recommendation

The City Clerk's office recommends adoption of the resolution which is associated with ordinances (File 26-0186 and 26-0196) codifying a renewal process and established deadlines.