What's New in the World of Nebraska Liquor Licenses

Brenda Hiland, Licensing Division Administrator

NLCC – New online processing system!

Went LIVE with our new online processing system called POSSE in May 2024.

Clerks DO NOT need to create a User Account in the POSSE Customer Portal unless their local entity holds a liquor license (e.g. golf courses).

Clerks DO NEED to keep the Commission updated with their email address. We recommend having a group email address that several people can have access to.



150202

Class C Spirits, Wine, Beer On and Off Sale

Valid From May 13, 2024 Until Oct 31, 2024

UNLESS SCIONER SHARKS; SUBSECT TO THE PROVISIONS OF JAND ACT AND SUCH RULES AND REAL ATTORS AS MAY HAVE SHEN OR HAVE RESERVED BY PROMULEATING OR ADDRESS.

Nebraska Liouer Control Commission 301 Centengial Mail C Uncoln, NE, 88539 USA PREMISES
Nebraska Liquor Control Con mission
301 Centennial Mail S, Urcola, Nebraska, 68500

Region: Lancagter (2)



WHEREAS, THE ABOVE HAS DEFINE WITH THE LIQUOR COMMISSION AN APPLICATION AND BOND AS REQUIRED BY LAW WHICH HAS BEEN DUT APPLICATED, AND HIS HAS ALL HES EXQUIRED BY LAW, AS PROVIDED BY THE MERCANDA LIQUOR COMPRISO, ACT.

The License is NOT ASSIGNABLE and is valid for use only by the Licenses at the above designated location, where it must be complicuously displayed, suitably framed under a transparent substance.

Atten

NEIPASKA LIQUOR CONTROL COMMISSION



Cheldner



Liquor licenses issued from the new software have a new look!



The licenses include a QR code that goes to the license information on our website.



Licenses issued in POSSE start with "15####".

New Applications

- Applicant will complete application though their POSSE Customer Portal
- You will receive an email for all applications.
- The Type of Application New Application, Amendment, or Renewal will be at the top of the email.
- The license application and attachments will be available via the link.
- Keep the email with the link to the license application.
 - You will need this link to come back to provide your recommendation.
 - The email can be forwarded to other staff.
 - The email can be printed for your local hearing.
 - The link can be copied and pasted in a spreadsheet for your tracking purposes.
- There is no RECEIPT or Recommendation Form to complete provided by us. You can upload your Resolution.

From: <lcc.noreply@nebraska.gov> Date: Mon, Sep 30, 2024 at 4:03 PM Subject: NLCC Review Required To: <lcc.frontdesk@nebraska.gov>

Please save this email to provide your recommendation. To review the application documents click here.

Review Type: Local Review

Job Type: Amendment Application

Job Number: 43577

License Type: Class D Beer, Wine, Spirits Off Sale Only

Secondary Licenses: N/A Licensee: Brenda's Bar LLC Premises Name: Brenda's Bar

Premises Address: 301 Centennial Mall S, Lincoln, NE 68509

Premises Type: New Application

CLERKS: For New application jobs there are two key time frames to keep in mind:

- .) Publicize one time not less than 7 days not more than 14 days prior to date of hearing.
- 2) You have 45 days to conduct a hearing after the date of receipt of the notice from this Commission (Nebraska Revised Statute 53-134). You may choose NOT to make a recommendation of approval or denial to our Commission.

PER NEBRASKA REVISED STATUTE 53-133, THE LIQUOR CONTROL COMMISSION SHALL SET FOR HEARING ANY APPLICATION WHEREIN:

- There is a recommendation of denial from the local governing body
- 2) A citizens protest; or
- Statutory problems that the Commission discovers.

Thank you,

Nebraska Liquor Control Commission

This is an automated email message. Please do not reply to this email address.

Pay attention to the comments section for important information regarding the application.

Staff is not able to alter the application copy. There may be Additional Information documents that contain missing information from the original Application Copy.

The Due Date of the recommendation is at the top under details.

You can download each document attached to the application by clicking on the down arrow under Documents if you need to print for your local hearing.

Publicize in a legal newspaper in or of general circulation in your city, town or county one time; 7-14 days prior to the date of the hearing. No specific wording is required (see renewal wording).

Save the email to provide your recommendation after the local hearing.

External Review





Review

Recommendation *	•
Comments	

Review Documents

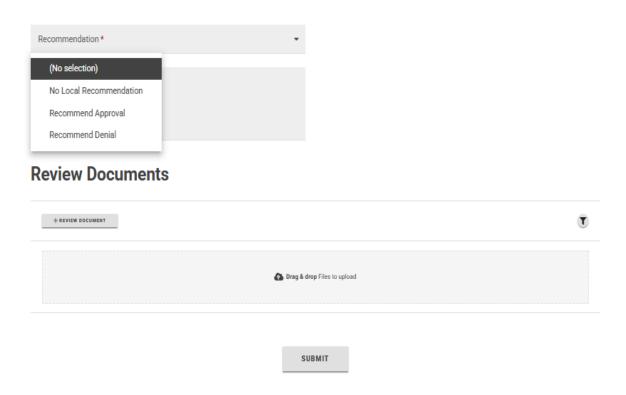


SUBMIT

After your local hearing

- Return to the email with the link to the application after the hearing to provide your recommendation by selecting from the drop-down menu.
 - Add comments and/or documents; e.g. Resolution.

Review



Local payment confirmation

- After the license is issued by the LCC, an email is sent to the clerk to confirm the local fees and taxes have been paid.
- You may need to contact the licensee to pay local fees.
 - New application local fees & taxes can NOT be paid online
- After local fees and applicable occupational tax (set by local ordinance) are paid; return to the link in the email to confirm payment has been received.
- All licenses are immediately emailed and available to download in their POSSE Customer Portal as soon as you provide payment confirmation.
- No copy of the issued license is sent to the clerk.

From: <<u>lcc.noreply@nebraska.gov</u>> Date: Fri, Jan 31, 2025 at 1:29 PM

Subject: Retail Local Payment Confirmation

To: < < lcc.frontesk@nebraska.gov >

Job Type: New Application Job Number: 12345

Review Type: Payment Confirmation Review

Please <u>click here</u> to confirm local fees have been paid. Once you confirm payment the license will be available to the applicant.

License Number: 124124

License Type: Class D Beer, Wine, Spirits Off Sale Only

Secondary Licenses: N/A

Licensee: BRENDA'S BAR LLC Premises Name: BRENDA'S BAR

Premises Address: 301 CENTENNIAL MALL S, LINCOLN, NE 68509

Premises Type: Converted

ANNUAL LICENSE FES 53-124.01 OCCUPATIONAL TAX 53-132(4)(d)

CLASS	LICENSE	CLASS	LICENSE	CLASS	LICENSE
TYPE	FEE	TYPE	FEE	TYPE	FEE
A AB ABK AD ADK AK B BK	\$100 \$200 \$200 \$300 \$300 \$100 \$100	C CG CCS CCSG CK CKG CKCS	\$300 \$300 \$300 \$300 \$300 \$300 \$300 \$300	D DK I IB IBK ID IDK IK	\$200 \$200 \$250 \$350 \$350 \$450 \$450 \$250

All license fees received by the City/Village or County Treasurer shall be credited to the school fund of the District or the County per \$53-138.01. The City/Village or the County Clerk may collect occupation taxes as provided for by local ordinance in an amount not to exceed double the amount of the annual license. The license fee and occupational tax shall be prorated on a quarterly basis from the da of issuance.

CLASS E	\$300 Entertainment District – <u>license fees collected by local governing body</u> (Occupation tax may be collected per §53-123.17 (7))
CLASS J	\$50 Limited Alcohol Sales – <u>license fees collected by local governing body</u> (NO occupation taxes are to be collected per §53-132 (6))
CLASS K	\$100 Catering Endorsement - <u>license fees collected by Commission</u> (Occupation tax may be collected per §53-124.12 (6))
CLASS L	\$250 Craft Brewery (Brew Pub) - <u>license fees collected by Commission</u>
CLASS LK	(Occupation tax may be collected per §53-132(4) (d)) \$350 Craft Brewery (Brew Pub) with Catering Endorsement license fees collected by Commission (Occupation tax may be collected per §53-124.12 (6) and §53-132(4) (d))
CLASS M	\$300 Bottle Club – <u>license fees collected by local governing body</u> (Occupation tax may be collected per §53-132(4) (d))
CLASS Y	\$250 Farm Winery - license fees collected by Commission
CLASS YK	(Occupation tax may be collected per §53-132(4) (d)) \$350 Farm Winery with Catering Permit – <u>license fees collected by Commission</u> (Occupation tax may be collected per §53-124.12 (6) and §53-132(4) (d))
CLASS YC	\underline{NO} license fees and \underline{NO} occupation tax collected by Commission or local governing body
CLASS Z CLASS ZK	\$250 Microdistillery – <u>license fees collected by Commission</u> (Occupation tax may be collected per §53-132(4) (d)) \$350 Microdistillery with Catering Endorsement license fees collected by Commission
	(Occupation tax may be collected per §53-124.12 (6) and §53-132(4) (d))

Annual License Fees







The annual license shall be credited to the school fund of the District or the County per 53-138.01.

*Open discussion

The City/Village/County clerk may collect occupation taxes as provided by local ordinance in an amount not to exceed double the amount of the annual license.

The license fee and occupation tax shall be prorated on a quarterly bases from the date of issuance.

Renewals

- As clerk, you are responsible to fulfill the renewal notice requirements as set forth in 53-135.01 of the Liquor Control Act.
- Publication shall be made one time between January 10th-30th for Non-Class C licenses and July 10th-30th for Class C licenses in a legal newspaper in or of general circulation in your city, town or county.
 - You are not required to file a copy of the notice with the Liquor Commission.
- Publication wording for Renewal notice See Nebraska Revised Statute 53-135.01

NOTICE OF RENEWAL OF RETAIL LIQUOR OR BOTTLE CLUB LICENSE

Notice is hereby given pursuant to section 53-135.01 that a liquor license [or bottle club license] may be automatically renewed for one year from May 1, 20...., or November 1, 20...., for the following retail liquor [or bottle club] licensee:

(Name of Licensee) (Address of licensed premises)

Notice is hereby given that written protests to the issuance of automatic renewal of license may be filed by any resident of the city (village or county) on or before February 10, 20...., or August 10, 20...., in the office of the city (village or county) clerk and that in the event protests are filed by three or more such persons, hearing will be had to determine whether continuation of the license should be allowed.

(Name)

City (village or county) Clerk

Renewals - Local payment confirmation

- Local fees can be paid online but are NOT paid within POSSE
 - The link is available on our website from the Licensing drop-down menu Pay your Local Renewal fees
 - https://www.nebraska.gov/nlcc/renewals/index.cgi
- You must sign up with our payment partner Tyler Technologies to allow licensee to pay local fees and occupational taxes online
 - Contact Freddy Pika at <u>Freddy.pika@tylertech.com</u> or 402-471-7891
- You may need to contact the licensee to pay local fees.
- After local fees and applicable occupational tax (set by local ordinance) are paid; return to the link in the email to confirm payment has been received.
- All licenses are immediately emailed and available for the licensee to download in their POSSE Customer Portal once you provide payment confirmation.
- No copy of the issued license is sent to the clerk

From: lcc.noreply@nebraska.gov Date: Wed, Feb 1, 2025 at 3:52 PM

Subject: Retail Local Payment Confirmation

To: Brenda.hiland@nebraska.gov

Please $\underline{\text{click here}}$ to confirm local fees have been paid. Once you confirm payment the

license will be available to the applicant.

Job Type: Renewal Application

Job Number: 12345

SubmissionDate: February 1, 2025

License Type: Class D, Beer, Wine, Spirits Off Sale Only

License Number: 123456 Licensee: BRENDA' BAR LLC Premies Name: BRENDA'S BAR

Premises Address: 301 CENTENNIAL MALL S, LINCOLN, NE 68509

Premises Type: Converted

Review Type: Payment Confirmation Review

Secondary Licenses: NONE

Special Designated Licenses (SDL)

- Change in Chapter 2 in May 2024 Applications for SDLs must be received by the LCC at least <u>seven</u> working days prior to the date of the event. The 7-day calendar is posted to our website here https://lcc.nebraska.gov/special-designated-license
- SDL applications must be approved by the local governing body before the applicant applies with the LCC. The applicant must upload your approval with their application.
 - Applicant to complete <u>SDL Local Recommendation form</u> and present to the city/village/county for approval
 - Outdoor diagram Must be submitted for all applications with an outdoor area.
 - Double fencing waiver for Non-Profit applicants is no longer required.
- Payment confirmation emails are sent the same way as Retail Licenses.
 - You must confirm payment has been received even if you do not charge a fee for the SDL.
- A list of all licenses pending payment confirmation are posted to our website https://lcc.nebraska.gov/clerks-information
- A list of issued SDLs are posted to our website https://lcc.nebraska.gov/special-designated-license.
- No copies of issued licenses are sent to the clerk.

Enforcement Division

- Complaints can be submitted though the POSSE Customer Portal without creating a User Account
 - Enter the Complaint Description
 - Select Type of Complaint from the drop-down
 - Enter Address of Premises
 - Enter Contact Information
 - Can be "Anonymous"



Submit a Complaint

Submit a complaint about a license or premises.

SUBMIT COMPLAINT

Legal Division

- Hearing Agenda & Results are posted to our website; e.g. If an application is set for a show cause hearing to determine if the license should be issued or cancelled
 - https://lcc.nebraska.gov/hearings-agendas-results

Hearing and Agenda Results

2025 RESULTS

January	Hearings	Agenda
February	Hearings	Agenda
March	Hearings	Agenda Late Agenda

Suspension & Fine Payments

- Listed on our website https://lcc.nebraska.gov/suspe
 nsion-payment-fines
- Mandatory closure dates are shown and always start on Monday
 - If marked PAID then no suspension is required
- Licenses Cancelled by Order

Order Date	License #	DBA Name	City	Suspension Dates	
2/12/2025	C-88667	Sin City Grill	Grand Island	Cancelled effective: March 14, 2025	
2/11/2025	C- 125320	Harold's Bar	Omaha	Cancelled effective: March 13, 2025	
2/6/2025	D- 125819	Speedee Mart 2722	Greenwood	Suspended 20 days, March 24, 2025 - April 12, 2025	PAID
2/6/2025	C- 153011	Tiki Time	Plattsmouth	Suspended 5 days, March 24, 2025 - March 28, 2025	PAID
2/6/2025	D- 126331	NP Mart 24	Hartington	Suspended 5 days, March 24, 2025 - March 28, 2025	
2/6/2025	D- 013241	Safeway 556	Scottsbluff	Suspended 5 days, March 24, 2025 - March 28, 2025	PAID
2/6/2025	C- 116956	Little Ted's Pub & Grill	Nebraska City	Suspended 5 days, March 24, 2025 - March 28, 2025	PAID
2/6/2025	I-123207	House of R	Omaha	Suspended 5 days, March 24, 2025 - March 28, 2025	
2/5/2025	D- 121934	East O Watering Hole	Scottsbluff	Mandatory Closure: March 24, 2025 and March 25, 2025; Additional Suspended 40 days: March 26, 2025 - May 5, 2025	PAID
2/5/2025	D- 102335	Walmart Market 3154	Bellevue	*Temporary Stay* Mandatory Closure: March 24, 2025 and March 25, 2025; Additional Suspended 20 days: March 26, 2025 - April 14, 2025	

Licensee Information

- Each person that needs access to a license will need to create their own user account in the POSSE Customer Portal.
 - Each licensee is assigned an Access Code that associates the user account with the licensee
 - Multiple User Accounts can be linked with each licensee.
- User training videos can be found on our website
 - https://lcc.nebraska.gov/customerportal-training-videos

Please go to our new software at this link: https://posse-lcc.nebraska.gov/prod/webui/

Click on "LOG IN/REGISTER" and then "Sign up now" to register with your email address. You will be sent a verification code to your email address to activate your User Name. After you enter the code; you will create your password to access your account. Follow these instructions for authentication.

- After registering and logging into the software, please click on your name in the upper right-hand corner and select "My Profile".
- On your MY PROFILE page, there are two tabs: "DETAILS" and "LICENSEE / AGENT". Click on "LICENSEE / AGENT".
- Input your Access Code 1A2-3BC-45D and click on "ASSOCIATE" to link your license(s) to the User Name that you just created.

A video containing the above instructions for registering on the Customer Portal can be found at https://www.youtube.com/watch?v=jm6ORkUX0RU.

Please call our office if you have any questions Monday-Friday 8 am to 5 pm. Our front desk is 402-471-2571.

License information

• Licenses need to be printed, framed and hung in plain view in a conspicuous place on the licensed premises per Nebraska Revised Statute 53-148

You will need to print your license from your POSSE customer poral. 1. Click on the license number in your Dashboard under Issued Licenses.

- Scroll to the bottom of the page under Documents.
- 3. Click on the downward arrow on the right side to download your license
- 4. You must print your license to be framed & hung in plain view in a conspicuous place on the licensed premises.



Additional Information

- Endorsements are now called Secondary Licenses
 - Catering, Growler, Cigar Shops
- Entertainment District license are now Secondary Licenses
- "Job #" is assigned when the application is filed
 - The "License #" is assigned when the license is issued
 - A Temporary Operating Permit is assigned the license number when the TOP is issued.
- Manager changes, Additions, Deletions, Reconstructions and Change of Locations are now called "Amendments"
- Active License Roster is uploaded to our website in Excel format - https://lcc.nebraska.gov/active-license-roster
 - If you need a list with email addresses, please contact our office.
- Licenses pending payment confirmation list is uploaded to our website - https://lcc.nebraska.gov/clerks-information