

CITY CLERK'S OFFICE MEMORANDUM
#8-2021

DATE: June 14, 2021

TO: Honorable Mayor Meredith Leighty and City Council Members

THROUGH: Heather Geyer, City Manager *hmg*

FROM: Johanna Small, City Clerk *JS*
Lisa Andrews, Deputy City Clerk – Licensing Specialist

SUBJECT: CR-63 – Special Event Permit Fee Waivers

PURPOSE

To consider CR-63, a resolution waiving fees for special event permits obtained by the Northglenn Arts & Humanities Foundation and the Northglenn Community Foundation for City events.

BACKGROUND

A special event permit allows eligible nonprofit organizations to sell beer, wine, and/or liquor by the drink to the public at a special event. The Northglenn Liquor Licensing Authority approved the following special event permit applications on, and the nonprofit foundations have requested a waiver of the permit fees.

Organization	Event	Date(s)
Northglenn Arts & Humanities Foundation	Summer Concert Series	June 2, 9, 16, 23, 30, and July 7
	Stonehocker Porch Concerts	Aug. 5, Sept. 2, Oct. 7
Northglenn Community Foundation	Pirate Fest	Sept. 17 & 18

A waiver of liquor license fees requires City Council approval. City Council has previously approved fee waivers for nonprofit events including the Northglenn Arts and Humanities Foundation, Northglenn Community Foundation, and Northglenn Historic Preservation Foundation for special event permits since 2013.

BUDGET/TIME IMPLICATIONS

The fee for a special event permit is \$100 per event day. If approved, the resolution would waive \$1,100 in City fees (\$900 for the Arts & Humanities Foundation and \$200 for the Community Foundation permits). Per the Colorado Liquor Code, eligible organizations are limited to no more than 15 special event permit days in one calendar year.

RECOMMENDATION

Staff recommends approval of CR-63.

STAFF REFERENCE

If Council members have any questions, please contact Johanna Small, City Clerk at jsmall@northglenn.org or 303.450.8757.

CR-63 – Special Event Permit Fee Waivers

SPONSORED BY: MAYOR LEIGHTY

COUNCILMAN'S RESOLUTION

RESOLUTION NO.

No. CR-63
Series of 2021

Series of 2021

A RESOLUTION WAIVING SPECIAL EVENT PERMIT LICENSE FEES

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTHGLENN, COLORADO, THAT:

Section 1. The Special Event Permit liquor license fees for the Northglenn Arts and Humanities Foundation for events at the Summer Concert Series and Stonehocker Porch Concerts on June 2, 2021, June 9, 2021, June 16, 2021, June 23, 2021, June 30, 2021, July 7, 2021, August 5, 2021, September 2, 2021, and October 7, 2021 are hereby waived.

Section 2. The Special Event Permit liquor license fees for the Northglenn Community Foundation for events at Pirate Fest on September 17, 2021, and September 18, 2021 are hereby waived.

DATED at Northglenn, Colorado, this ____ day of _____, 2021.

MEREDITH LEIGHTY
Mayor

ATTEST:

JOHANNA SMALL, CMC
City Clerk

APPROVED AS TO FORM:

COREY Y. HOFFMANN
City Attorney