

CITY CLERK'S OFFICE MEMORANDUM
#06-2019

DATE: April 22, 2019
TO: Honorable Mayor Carol Dodge and City Council Members
THROUGH: Heather Geyer, City Manager *hmg*
FROM: Johanna Small, City Clerk *JS*
SUBJECT: CR-32 – Special Event Permit Fee Waivers

PURPOSE

To consider a resolution approving fee waivers for special event permit applications filed by the Northglenn Community Foundation, Northglenn Historic Preservation Foundation, and Rotary Club of Northglenn-Thornton for fundraising events in 2019.

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 special event permit applications at their meeting on April 15, 2019.

The special events permit days identified in the applications are as follows:

Organization	Event	Date(s)
Northglenn Community Foundation	Food Truck Carnival	May 10, 11, 12
	Pirate Fest	September 20, 21
Northglenn Historic Preservation Foundation	Magic Festival	August 17
Rotary Club of Northglenn-Thornton	Red and Blue Bar-B-Q	June 1

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

STAFF RECOMMENDATION

Attached to this memorandum is a resolution which, if approved, would waive the City's fees for special event permits for the Northglenn Community Foundation, the Northglenn Historic Preservation Foundation, and the Rotary Club of Northglenn-Thornton. Staff recommends approval of CR-32.

BUDGET/TIME IMPLICATIONS

The fee for a special event permit is \$100 per event day. If approved, the resolution would waive \$700 in City fees. Per the Colorado Liquor Code, eligible organizations are limited to no more than 15 special event permit days in one calendar year.

STAFF REFERENCE

If Council members have any comments or questions they may contact Johanna Small at jsmall@northglenn.org or 303.450.8757.

CR-32 – Special Event Permit Fee Waivers

SPONSORED BY: MAYOR DODGE

COUNCILMAN'S RESOLUTION

RESOLUTION NO.

No. CR-32
Series of 2019

Series of 2019

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 Community Foundation for events at the Food Truck Carnival and Pirate Fest on May 10, 2019, May 11, 2019, May 12, 2019, September 20, 2019, and September 21, 2019 are hereby waived.

Section 2. The Special Event Permit liquor license fee for the Northglenn Historic Preservation Foundation for an event at the Magic Festival on August 17, 2019 is hereby waived.

Section 3. The Special Event Permit liquor license fee for the Rotary Club of Northglenn-Thornton for an event at the Red and Blue Bar-B-Q on June 1, 2019 is hereby waived.

DATED at Northglenn, Colorado, this ____ day of _____, 2019.

CAROL A. DODGE
Mayor

ATTEST:

JOHANNA SMALL, CMC
City Clerk

APPROVED AS TO FORM:

COREY Y. HOFFMANN
City Attorney