



**TO:** Mayor Chuck Barney  
Members of the City Council

**FROM:** Kelly Matalka, City Clerk

**DATE:** May 23, 2018

**SUBJECT: RETAIL BEER LICENSE TRANSFER- THE POUR FARM**

**I. RECOMMENDED ACTION**

It is recommended the Committee and Council approve the request to transfer the Retail Liquor and Beer License known as #10959 dba The Pour Farm from, Pour Inc., (Dave Iverson), to The Pour Farm, LLC (Diane Jenson) and to transfer the license from The Pour Farm, LLC (Diane Jenson) to Pour Fools, Inc., (Tracy Boyd), subject to receipt of all documentation and approval by the Police Chief, Building Official and Fire Marshal.

**II. DEPARTMENT CONTACT PERSONS**

Kelly Matalka, City Clerk 857-4752

**III. DESCRIPTION**

Under the City of Minot Code of Ordinances, Sec. 5-25. - City clerk to submit application to the committee of the whole; approval.

- a. The city clerk shall submit the application to the committee of the whole for its recommendation.
- b. Upon receiving the recommendation of the committee of the whole, the city clerk shall then submit the application to the city council for its consideration.
- c. Every application for a license required by this article shall be approved by the city council before the license shall be issued.

The City received a request to transfer the Retail Liquor and Beer License for The Pour Farm. All documentation has been submitted and is being reviewed by the appropriate departments.

**IV. IMPACT:**

Fiscal Impact:

Alcoholic beverage license applications are processed by the City Clerk. The application fee for a Retail Liquor & Beer License is \$3,125 annually and is deposited into the appropriate general fund revenue account.

**V. ALTERNATIVES**

The Committee of the Whole and City Council could deny this application if there is reasonable cause to do so and the establishment would not be permitted to sell alcohol.

**VI. TIME CONSTRAINTS**

Once the City license is approved, the organization must also apply for a State license. A timely approval is necessary if their business wishes to proceed with the sale of alcohol.

**VII. LIST OF ATTACHMENTS**

- A. Transfer forms