



TO: Mayor Shaun Sipma
Members of the City Council

FROM: Kelly Matalka, City Clerk

DATE: September 26, 2018

SUBJECT: RETAIL BEER & WINE LICENSE – THE HOUSE PARTY, LLC DBA THE HOUSE PARTY

I. RECOMMENDED ACTION

It is recommended the Committee and Council approve the request from The House Party, LLC dba The House Party for a Retail Beer & Wine License operating at 26 & 28 3rd St NE, 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 from The House Party, LLC dba The House Party for a Retail Beer & Wine License operating at 26 & 28 3rd St NE. All documentation has been submitted and is being reviewed by the appropriate departments.

IV. IMPACT:

Strategic Impact: N/A

Service/Delivery Impact: N/A

Fiscal Impact:

Alcoholic beverage license applications are processed by the City Clerk. The application fee for a Retail Beer & Wine license is \$950 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

N/A