



TO: Mayor Shaun Sipma
Members of the City Council

FROM: Kelly Matalka, City Clerk

DATE: July 19, 2021

SUBJECT: ADMINISTRATIVE APPROVALS

I. RECOMMENDED ACTION

It is recommended the City Council ratify the following administratively approved requests:

1. The Landing Bar & Bottle Shop for a special event permit June 23, 2021 at 1121 South Broadway
2. Atypical Brewery & Barrelworks for a special event permit June 26, 2021 outside 510 Central Ave E
3. The Pour Farm for a special event permit July 15-28, 2021 outside 201 37th Ave SW
4. The Pour Farm for a special event permit July 1-14, 2021 outside 201 37th Ave SW
5. Northern Infidels Motorcycle Club to conduct a raffle November 22, 2021 at 305 4th Ave NW
6. The Tap Room/Saul's/Dad's for a special event permit June 28, 2021 at MSU Beaver Dam (500 University Ave W)
7. Atypical Brewery & Barrelworks for a special event permit June 26, 2021 at Oak Park (1300 4th Ave NW)
8. Trinity Health Auxiliary to conduct a raffle September 24-25, 2021 at Clarion Hotel (2200 Burdick Expy E)
9. Our Redeemer's Lutheran Brethren Church to conduct a raffle November 30, 2021 at Our Redeemer's Church and Christian School (700 16th Ave SE)
10. The Drop Zone for a special event permit July 1-8, 2021 on Main Street
11. Clarion Hotel & Convention Center for a special event permit July 4, 2021 outside 2200 Burdick Expy E)
12. JL Beers for a special event permit July 21, 2021 outside 2001 22nd Ave SW
13. Ranger Lounge for a special event permit June 24-July 8, 2021 outside 1218 South Broadway
14. Pleasant Lake Winery/Dakota Hills Winery for special event permits July 10-31, 2021 at North Prairie Farmer's Market (3rd Ave S & Broadway)
15. Blue Rider for a special event permit July 16, 2021 outside 118 1st Ave SE
16. High Third for a special event permit July 11-19, 2021 outside 110 East Central Ave
17. Pointe of View Winery for special event permits July 13-September 25, 2021 at Oak Park Farmer's Market (1300 4th Ave NW)
18. Bishop Ryan Catholic School Parent Activity Association to conduct raffles during the athletic season at Bishop Ryan Catholic School (316 11th Ave NW)
19. Bishop Ryan Catholic School Parent Activity Association to conduct raffle August 20, 2021-October 15, 2021 at Herb Parker Stadium (500 University Ave W)
20. Bishop Ryan Catholic School Parent Activity Association to conduct a raffle October 9, 2021 at the Grand Hotel (1505 North Broadway)
21. Minot High School Class of 1980 to conduct a raffle July 17, 2021 at The Starving Rooster (30 1st Street NE)
22. The Tap Room/Saul's/ Dad's for a special event permit July 15, 2021 at MSU Summer Amphitheater (500 University Ave W)

23. Off the Vine for a special event permit July 15, 2021 outside 15 South Main Street
24. The Starving Rooster for a special event permit July 13, 2021 at Mouse River Players (115 1st Street SE)
25. Atypical Brewery & Barrelworks for a special event permit July 10, 2021 outside 510 Central Ave E)
26. The Spot for a special event permit July 22, 2021 outside 6 2nd Street NE
27. The Spot for a special event permit July 10, 2021 outside 6 2nd Street NE
28. Ranger Lounge for a special event permit July 9-23, 2021 outside 1218 South Broadway
29. Army's 2.0 for a special event permit July 12-26, 2021 outside 12 3rd Street SE
30. Minot High Trap Team to conduct a calendar raffle November 1-30, 2021 at Central Campus School (215 1st Street SE)
31. Kiwanis Club of Minot to conduct a raffle October 9, 2021 at Minot Auditorium (420 3rd Ave SW)
32. The Starving Rooster for a special event permit July 17, 2021 outside 30 1st Street NE
33. The Original Bar & Nightclub for a special event permit July 13, 2021 outside 720 North Broadway
34. The Spot for a special event permit July 24-August 1, 2021 outside 6 2nd Street NE

II. DEPARTMENT CONTACT PERSONS

John Klug, Police Chief	857-4715
Kelly Matalka, City Clerk	857-4752

III. DESCRIPTION

A. Background

Under the Code of Ordinances, a permit issued pursuant to NDCC 5-02-01.1, to allow an alcoholic beverage sales licensee to operate at premises other than the licensed premises to which the license relates, shall be issued administratively by the city clerk upon the following terms and conditions:

1. The payment by the applicant of a nonrefundable fee of twenty-five dollars (\$25.00).
2. The submission by the applicant, as part of the application required by the city clerk, of a brief narrative explaining:
 - a. The nature of the occasion for the permit (e.g., wedding dance, trade show or promotion, etc.); and
 - b. The steps which will be undertaken by the permittee to restrict the sale to, and consumption of, alcoholic beverages by minors at such occasion.
3. The written approval by the chief of police of the issuance of the permit.
4. A permit issued pursuant to this subsection may not be used for the off-sale of alcoholic beverages.

An application for local authorization pertaining to gaming, other than site approval, shall be issued administratively by the city clerk upon the following terms and conditions:

1. The payment by the applicant of a fee [of \$25].
2. The submission by the applicant, as part of the application required by the city clerk, of the following:
 - a. The appropriate form and other information prescribed or recommended by the attorney general; or
 - b. If there is no prescribed or recommended form, then a brief narrative explaining the particulars whereby the applicant should be considered to be qualified under state law for the particular local authorization sought; what the net proceeds will be

expended for; and such other information, if any, as the city clerk may reasonably require to assist him in administering this subsection.

3. The written approval by the chief of police of the issuance of the authorization.

Each month, a report shall be provided to the city council concerning the permits allowed and the permits denied under this subsection subsequent to the last prior such report.

IV. IMPACT:

Special Event Permits, Local Permits and Restricted Event Permits are approved administratively each month through the City Clerk's Office. The non-refundable application fee for each permit is \$25 and is deposited into the appropriate general fund revenue accounts.

V. ALTERNATIVES

N/A - the request is to ratify the applications which have been administratively approved.

VI. TIME CONSTRAINTS:

N/A

VII. LIST OF ATTACHMENTS:

None