



Alcohol Ordinance Review and Rewrite Committee

Monday, May 20, 2024, at 1:00 PM

City Council Chambers, City Hall (10 3rd Ave SW)

Any person needing special accommodation for the meeting is requested to notify the City Clerk's office at 857-4752.

1. ROLL CALL

2. APPROVAL OF MINUTES

2.I. APPROVAL OF MINUTES - APRIL 22, 2024

It is recommended the committee approve the minutes of the April 22, 2024 Alcohol Ordinance Review and Rewrite committee.

Documents:

[04222024 MEETING MINUTES.PDF](#)

3. NEW BUSINESS

3.I. THEORETICAL VALUE OF A RETAIL LIQUOR, BEER, AND WINE LICENSE

If the committee is agreeable to modifying its existing liquor licenses, City staff anticipates the work involved to include diagnosing problems with the existing ordinance; reviewing goals and making recommendations for the new ordinance; developing a public outreach strategy; evaluating the present licensing and permitting structure; drafting a proposed ordinance; integrating the ordinance and any new licenses and permits into user-friendly formats; and training staff on how to implement the new ordinance.

Researching these questions at the pace the committee wants to address them will take more time than the City Attorney's Office and other City staff have the capacity to provide, and staff is therefore recommending retaining outside counsel to assist with the heavy lift that a rewrite of this nature requires.

RECOMMENDED ACTION

It is recommended the committee motion on either retaining counsel to assist with the ordinance research and rewrite or continue on with the committee and staff working together to research and rewrite the ordinance.

Documents:

RETAINER AGREEMENT - MINOT (LIQUOR LICENSES).PDF

3.II. DISCUSSION OF SECTION 5-40 OF CURRENT CITY ORDINANCES

RECOMMENDED ACTION

Staff recommendation would be for the committee to consider adding a late fee for any applications submitted under 7 days prior to the event date, add into the ordinance the requirements of a site map, and discuss state law on the two-week duration of a permit.

Documents:

MEMO ON SPECIAL EVENT PERMITS.PDF

SPECIAL EVENT PERMIT SECTION IN CITY OF MINOT ORDINANCES.PDF

3.III. DISCUSSION OF SECTION 5-32 OF CURRENT CITY ORDINANCE

RECOMMENDED ACTION

Discuss other cities processes for violations and make any updates to our current ordinance.

Documents:

SUSPENSION OR REVOCATION OF A LICENSE.PDF

4. UPCOMING INFORMATION

4.I. NEXT SCHEDULED MEETING

The next scheduled meeting for the Alcohol Ordinance Review and Rewrite Committee is Monday, June 10, 2024 at 1:00 pm in the Council Chambers at City Hall.

5. ADJOURNMENT