



City Council Staff Report

Subject: Request to hold a Special Meeting on January 22, 2019 to approve late Type 2 Convention Sales Licenses
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Department: Finance
Date: January 15, 2019
Type of Item: New Business

Summary Recommendation

Staff is requesting Council hold a Special Meeting on January 22, 2019 to approve any late Type 2 Convention Sales Licenses (CSL).

Executive Summary

Type 2 CSL applications were due on January 10, 2019. Municipal Code [4-7-3\(B\)\(2\)](#) retains Council authority to approve Type 2 CSL. Any late applicants would have to be heard at a Special Meeting. Council should hold a Special Meeting on January 22, 2019 to approve any late applicants.

Background

Municipal Code [4-7-3\(B\)\(2\)](#) retains Council authority to approve Type 2 CSL. All Type 2 CSL applications must be received at least seven (7) days prior to a regular scheduled meeting and three (3) days prior to a Special Meeting. Council should consider holding a Special Meeting on January 22, 2019 to hear and consider approval of any late Type 2 CSL applications. This Special Meeting would be to consider approval of CSL application received between January 11, 2019 and January 17, 2019. All application received after January 10, 2019, have/will be charged an additional \$76 according to the fee schedule. Prior to Council's consideration of the Type 2 CSL license application, the applicant must have a pre-inspection (PIPA). This inspection will highlight any issues related to the space prior to their final inspection. The inspection report must accompany the license application along with accurate floor plans stamped by a design professional including the occupant load and receipt for \$100 from Republic Services for trash removal.

Alternatives for City Council to Consider

1. Recommended Alternative: Hold a Special Meeting on January 22, 2019.

Pros

- a. The applicants will be able to operate during the Festival.

Cons

- a. There are no anticipated negative impacts associated holding a Special Meeting.
- b. Null Alternative: If Council does not hold a Special Meeting any late applicants would not be approved to operate during the Sundance Film Festival.

Pros: There are no perceived positive impacts from doing nothing.

Cons: The applicants will not be able to operate during the 2019 Festival.

Department Review

Finance, Legal, Executive