

**TOWN OF PRESCOTT VALLEY
REQUEST FOR COUNCIL ACTION
Date: September 24, 2015**

SUBJECT: Special Event Liquor License – Emmanuel Lutheran Church Oktoberfest

SUBMITTING DEPARTMENT: Town Clerk

PREPARED BY: Mandi Garfield, Records Management Technician for Diane Russell, Town Clerk

AGENDA LOCATION: Comments/Communications , Consent , Work/Study ,
New Business , Public Hearing , Second Reading

ATTACHMENTS: a) Letter from Emmanuel Lutheran Church b) Certificate of Insurance
c) Applications for Special Event Licenses

SUMMARY/BACKGROUND: Emmanuel Lutheran Church has requested Town Council approval for a Special Event Liquor License on October 24, 2015 at the church property located on 7763 East Long Look Drive in Prescott Valley.
Insurance and other requirements for this one day event have been met.

ACTION OPTION: Motion to approve a Special Event Liquor License for Emmanuel Lutheran Church Oktoberfest fundraiser to be held on October 24, 2015 on the church property. **VOTE.**

RECOMMENDATION: Staff recommends approval of the Special Event Liquor License.

FISCAL ANALYSIS: The license fee of \$75.00 is waived for 501(c)3.

REVIEWED BY:

Management Services Director _____

Town Clerk _____

Town Attorney _____

Town Manager _____

COUNCIL ACTION:

Approved Denied Tabled/Deferred Assigned to _____