



41 Perimeter Center East, Suite 250
 Dunwoody, Georgia 30346
 P (678) 382-6700 F (678) 382-6701
dunwoodyga.gov

MEMORANDUM

To: Mayor and City Council
From: Kimberly Greer, Assistant to the City Manager
Date: August 25, 2014
Subject: **Streamlining the Resident Catering License Fees**

ITEM DESCRIPTION

Staff recommends updating and streamlining the fees for the Resident Catering License.

BACKGROUND

Upon incorporation, the Mayor and City Council adopted regulations for alcoholic beverage caterers as part of the Alcoholic Beverages Ordinance. As detailed in [Section 4-27](#), with a catering license, a vendor who is authorized to sell alcohol at a fixed location may sell alcohol at an off-premise location.

Resident and non-resident catering licenses have been utilized in Dunwoody for weddings, private events, and functions in which the event sponsor does not provide the alcohol himself or herself but contracts with a caterer or otherwise licensed organization.

Until the inception of Food Truck Thursdays, the city had not issued any resident catering licenses. In 2013, fifteen resident catering licenses were issued for Food Truck Thursdays. Through the end of July, thirteen evenings of the Food Truck Thursdays event had been accompanied with a resident catering license for the sale of beer.

UPDATE

Recently, Council received informal feedback from a potential applicant for catering licenses regarding ways in which the city could be more business-friendly in our requirements.

Staff has reviewed the application and compared our fees to those of surrounding jurisdictions. Staff has updated the application process – streamlining the application from a four page application with the state required SAVE Affidavit to a one page application with the state required SAVE Affidavit. The updated application and frequently asked questions have been attached for reference.

Additionally based on a review of fees in surrounding jurisdictions, Council could consider reducing the resident catering license administrative fees to be more business-friendly. Currently, the \$50 per day resident catering permit fee is accompanied by a \$100 administrative fee for beer or wine and a \$200 administrative fee for liquor.

RECOMMENDATION

Staff recommends reducing the administrative fee to a flat \$50 per Resident Catering License application regardless of the type of alcohol to be served or sold. Council may adjust the administrative fee for Resident Catering Licenses by Resolution.

**STATE OF GEORGIA
CITY OF DUNWOODY**

RESOLUTION 2014-08-XX

A RESOLUTION REVISING FEES FOR RESIDENT CATERER LICENSES

WHEREAS, the Charter of the City of Dunwoody authorizes the City to provide for the general health, safety and welfare of the citizens of the City; and

WHEREAS, the City of Dunwoody’s Alcoholic Beverages Ordinance regulates the service or sale of alcoholic beverages by resident caterers; and

WHEREAS, with a Resident Catering License, a vendor who is authorized to sell alcohol at a fixed location may sell alcohol at an off-premise location; and

WHEREAS, pursuant to the Alcoholic Beverages Ordinance, the City Council has adopted fees for the time and expense associated with issuing Resident Catering Licenses and the related permits; and

WHEREAS, pursuant to the Alcoholic Beverage Ordinance, the City Council desires to update the fees for the time and expense associated with issuing Resident Catering Licenses and the related permits.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council for the City of Dunwoody, while in session on August 25, 2014, that the following fees are hereby adopted:

- (a) Resident Catering Fee: \$50.00/application
- (b) Administrative Fee: \$50.00/application (regardless of type of alcohol served)
- (c) Pouring Permit Fee: \$60.00
- (d) Background Check Fee: \$50.00

SO RESOLVED AND EFFECTIVE, this the 25th day of August, 2014.

Approved:

Michael G. Davis, Mayor

Attest:

Sharon Lowery, City Clerk

Seal