



Liquor Licensing Authority Regular Meeting
April 23, 2025 - 9:00 AM
Town Board Chambers, 301 Walnut Street, Windsor, CO 80550

MINUTES

A. CALL TO ORDER

Hearing Officer Ablao stated this hearing is a continuation of the hearing opened on April 10, 2025, and the hearing remains open. The meeting was called to order at 9:00 a.m.

B. CONSENT CALENDAR

1. Approval of the March 13, 2025, Liquor Licensing Authority Regular Hearing Minutes - K. Cinnamon, Deputy Town Clerk

The Authority has reviewed the minutes and approves them as written.

2. Approval of the April 10, 2025, Liquor Licensing Authority Regular Hearing Minutes - K. Cinnamon, Deputy Town Clerk

The Authority has reviewed the minutes and approves them as written.

C. ACTION ITEMS

1. NEW - Special Event Permit

Visit Fort Collins

19 Old Town Square, Suite 238 Fort Collins, CO 80524

Event Dates: May 16, 17 and 18, 2025

Continued from the April 10, 2025 Liquor Hearing

Hearing Officer Ablao stated the public hearing is still open for the Special Event Liquor Permit application for Visit Fort Collins.

Cynthia Eichler, President and CEO of Visit Fort Collins, was sworn in by Officer Ablao.

Ms. Eichler, presented to the Liquor Licensing Authority.

Hearing Officer Ablao opened the meeting for public comment, to which there was none.

Hearing Officer Ablao asked the applicant for clarification on multiple items pertaining to the diagram, vendor invoices, event security, food requirements, the posted public hearing notice and the event benefit to Visit Collins.

Commander Zeigler, Windsor Police Department, spoke to concerns regarding security and the applicant not currently having a security contact for the event.

Prosecutor Penfold was not present at the hearing but provided a statement. "I found page three of the invoices a little confusing as there seems to be some errors in the numbers. It states the total price is \$771,300.00 and then there are some dollar signs where numbers should be. If I were able to be present, I would ask for clarification about this invoice, if the hearing officer hadn't already asked for clarification. Other than clarifying the information on the third page of the invoice, I don't have any concerns with the application based upon the updated information, email and attachments."

Visit Fort Collins must complete and submit the following items before the May 8, 2025, Liquor Licensing Authority Hearing:

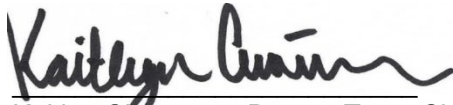
- Amended invoices with Party Liquors
- A menu of food options and hours of availability
- Visit Fort Collins TIPS Certifications
- Amended diagram outlining windows, doors, restrooms, ID checkpoint station, point of sale and food service areas.
- The catering company's liquor permit from the State
- Must re-post public hearing notice
- A security contract

Hearing Officer Ablao stated the item will be continued to the May 8, 2025, Liquor Licensing Authority Hearing and the public hearing will remain open.

D. COMMUNICATIONS

E. ADJOURN

Having no further business, the hearing was adjourned at 9:32 a.m.



Kaitlyn Cinnamon

Kaitlyn Cinnamon, Deputy Town Clerk