



MINUTES

LOCAL LICENSING AUTHORITY

Thursday July 31, 2025 – 1:00 P.M.

**City Council Chambers – 500 E. Third Street
Loveland, Colorado**

The City of Loveland Local Licensing Authority was called to order at 1:00 PM in the City of Loveland Council Chambers on July 31st, 2025. Honorable Judge Jennifer Edgley presided as the Licensing Authority. City Clerk, Ashley Macdonald, was present along with Adriana Mazur, Assistant City Clerk, and Sterling Wilson, Assistant City Clerk. Adriana Mazur was present as the Secretary to the Licensing Authority for this hearing. Michael Bailey, Assistant City Attorney, was present to represent the City of Loveland. Inspector Sarah Winter represented the Loveland Fire Rescue Authority (LFRA). The following items were heard and action taken based on the following:

CONSENT AGENDA

- A. Approval of Minutes from LLA Meeting on June 13, 2025
- B. Approval of Minutes from LLA Meeting on June 18, 2025.
- C. Festival Permit Application – Fresh Plate Catering, LLC
- D. Festival Permit Application – MeadKrieger Meadery LLC

The City of Loveland Local Licensing Authority (LLA), also referred to as “the Authority,” APPROVED the Consent Agenda.

2. PUBLIC HEARING

A. Show Cause Matter – Supreme Enterprise LLC., dba Boise Tavern

A motion has been filed, pursuant to the provisions of § 44-3-901(1)(a), C.R.S. as amended, to the Local Licensing Authority of the City of Loveland to consider suspension or revocation of the Tavern License issued to Supreme Enterprise LLC., dba Boise Tavern, located at 1475 Boise Ave., in Loveland. Findings and allegations concerning § 44-3-901(1)(b)(i), C.R.S., selling, serving, giving, or delivering alcohol beverages to anyone under 21 years of age, are to be considered.

This item was CONTINUED to the September 18, 2025, LLA Meeting. No representatives from Supreme Enterprise LLC., dba Boise Tavern were present.

B. Special Event Liquor Permit – Loveland Chamber of Commerce – 2025 Corn Roast Festival

An application for a Special Event Liquor Permit was submitted on June 2, 2025. The Annual Corn Roast Festival. The event will include food trucks and local vendors at Fairgrounds Park located at 700 S. Railroad Ave. in Loveland on August 22, from 4:30 p.m. to 10:30 p.m. and August 23, from 11:00 a.m. to 8:30 p.m. Local beer, hard seltzer, and margaritas will be available at the event and served by alcohol-service trained volunteers. Proceeds will benefit the Loveland Chamber of Commerce.

In Attendance: Mindy McCloughan, President and CEO

The Applicant briefly described the event, which Ms. McCloughan has organized for 13 years. She addressed natural boundaries, security, and volunteer coordination. Tokens will be used to purchase beer and corn, with alcohol served by microbreweries using trained staff. Volunteers will receive training from the Loveland Police Department. IDs will be checked, wristbands issued, and alcohol signage posted. Any ID issues will be referred to Loveland PD. While there are no set drink limits, intoxicated patrons will be cut off and may be removed by Traust Security or Loveland PD. The Applicant also mentioned handling a past incident involving an intoxicated unhoused individual.

The Authority asked the Applicant about the alcohol redline, and if it would be easy for patrons to leave the premises through the natural barriers. The Applicant stated that it would not be easy for patrons to enter or exit through the natural barriers, and that there will be designated entry/exit points covered by security staff.

There were no updates from Officer DeLima and she was not present to give testimony.

The Authority opened the chambers to receive public comment. No one was present in favor or opposition to this item, and the public hearing was closed.

City recommended approval but noted that stronger physical barriers may be needed as 4-foot barriers may not be sufficient. Mr. Bailey added special events need to have tight security and requested further clarification about the barriers on the Southwest corner by South Railroad Avenue. The Applicant stated that security officers will be present at that entry/exit point.

Findings and Action Taken:

The application packet is COMPLETE and all requirements under Colorado law and local law have been satisfied. Full meals will be available during all hours of alcohol service. The event will not be injurious to be public. The Authority GRANTED this Special Event Liquor Permit application and thanked the Applicant for including the unhoused population.

C. Special Event Liquor Permit – Avery’s Light – 2025 NOCOfest

An application for a Special Event Liquor Permit was submitted on June 4, 2025. Avery’s Light, a non-profit raising awareness by providing resources and opportunities for the special-needs community, will host a fundraiser benefiting families supported by the organization during an event at Loveland Yards, 5676 McWhinney Blvd. The outdoor event will be hosted on August 23, 2025, from 6:00 p.m. to 11:00 p.m. and entry will be restricted to patrons 21 years of age or older. The event will host multiple food trucks.

In Attendance: Valerie Schuman, Board of Directors

The Applicant provided an opening statement giving background information and a brief description of the event. This will be the third year Ms. Schuman hosts this special event.

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The event management company Big Deal Company was hired to coordinate the event this year.

The City asked the Applicant to explain the event diagram and clarify the application. The Applicant described the layout, including physical barriers and a single entrance/exit. Entry is limited to patrons 21 and older, with ID checks and wristbands issued for alcohol consumption. A Loveland Police Officer and Traust Security will be present for security. The Applicant noted there have been no issues reported at past events.

The alcohol served will be donated by High Country Beverage. Big Deal Company will oversee alcohol service which was subcontracted with three additional vendors. Big Deal Company will oversee the operations of the additional alcohol vendors. No alcohol drink limit has been established; bartenders, volunteers and security will monitor for signs of overservice. The applicant stated that Big Deal Company has policies implemented for addressing overservice of alcohol. Servers provided by the additional vendors are TIPS certified, and the companies have insurance.

The Authority opened the chambers to receive public comment. No one was present in favor or opposition to this item, and the public hearing was closed.

The Loveland Police Department had no further comments or recommendations regarding the application.

The City recommended approval for this permit on the CONDITION that proof of responsible alcohol service training from an accredited safe service vendor is completed.

The Authority stated that in order for approval to be granted, the Applicant MUST send the appropriate alcohol server training documentation to the City Attorney's Office for review. The City Attorney's Office will then advise the Authority if there are any further conditions required. The Applicant stated she IS willing to comply with the Authority's condition for approval.

Findings and Action Taken:

The application packet is COMPLETE and all requirements under Colorado law and local law HAVE BEEN SATISFIED. The event's location, diagram and proposed hours SATISFY the local and State requirements. The applicant will provide food throughout the event while alcohol is being served. The issuance of this permit WOULD NOT be injurious to the public welfare; the security measures, along with the barriers proposed, SATISFY the local and State requirements. This event is ONLY for patrons 21 years of age and older. Policies and procedures for addressing overservice were established, as well as the patron's ability to access ride-sharing services, if necessary. Public notice requirements HAVE BEEN MET.

The Authority GRANTS CONDITIONAL APPROVAL pending the following conditions are satisfied:

- 1) Follow-up documentation provided to the City Attorney's Office regarding the alcohol service training qualifications for the servers working under the three bartending companies under contract with the Applicant.
- 2) The City Attorney's Office's approval of the alcohol service training qualifications.

E. Special Event Liquor Permit – Northern Colorado United for Youth, Inc. – 2025 Suitcase Party

An application for a Special Event Liquor Permit was NOT submitted on time. The application was filed eleven days late on June 27, 2025. The City Clerk's Office requested the Authority to consider the application on today's agenda. This event will take place at 5017 Lindbergh Drive on August 15, 2025, from 6 p.m. to 11:00 p.m., and benefits A Woman's Place, Children's Museum of NoCo, and Teaching Tree, all of which are non-profit organizations. This is a ticketed event. All food and drinks (alcoholic and nonalcoholic) are included in the price of the ticket.

In Attendance: Craig Leonard, Board of Directors/Event Chair, and Brent Duggar, Board of Directors/2024 Event Chair

The Applicant provided an opening statement that referenced the nonprofit's mission and background history.

The Authority, Judge Edgley, stated she may have a possible conflict of interest because her child is enrolled with Teaching Tree of whom may receive compensation for the services provided. The Authority asked the Applicants if they would object or if they would be comfortable with the Authority presiding over their application. The Applicants did not express any concerns regarding the conflict of interest or object to Judge Edgley presiding over the agenda item.

The City asked about the late application payment, which had initially rendered the application incomplete. Mr. Leonard acknowledged the oversight and assured the City it would not happen again next year.

The City asked the Applicants to describe the details of the Special Event known as the "Suitcase Party." Mr. Leonard stated there will be 25 paid security members. There will be two bars, one which will be a "grab-n-go" bar with pre-packaged drinks (canned beer and wine). The event will have one entrance/exit staffed with security, and participants must be 21 years of age or older to enter. Security staff are trained to check IDs. The Applicant stated that the event never had any alcohol problems reported in the past.

The premises' physical barriers were described by Mr. Leonard to the City's satisfaction. High Country Beverage will be providing alcohol. The Applicants have hired Elixir Bartending Service (Elixir) to provide alcohol service. Alcohol will be served by trained Elixir staff; volunteers will not serve alcohol. The City inquired about Elixir's staff having received or taken alcohol service training. The Applicant stated that Elixir provides certified bartenders for events and alcohol service training has been completed.

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The Authority requested clarification as to what was included in the ticket price. The Applicant stated that the ticket price only covers all-you-can-eat food and drinks (alcoholic and nonalcoholic).

The Applicant described the food vendors and food items that will be available at the event for the Authority. The Applicant additionally explained more about the fencing in place to prevent foot traffic from entering the event.

The Authority opened the chambers to receive public comment. No one was present in favor or opposition to this item, and the public hearing was closed.

The City recommended **CONDITIONAL APPROVAL** of this application subject to the Applicant providing proof of Elixir's bartenders and servers' alcohol service training credentials.

Findings and Action Taken:

The application packet is **COMPLETE** and all requirements under Colorado law and local law **HAVE BEEN SATISFIED**. The event's location, diagram and proposed hours **SATISFY** the local and State requirements. The applicant will provide food throughout the event while alcohol is being served. The issuance of this permit **WOULD NOT** be injurious to the public welfare; fencing will be installed to keep patrons out of live airport runways. Security will be provided. This event is **ONLY** for patrons 21 years of age and older. Volunteers will ID patrons and Elixir Bartending Service has been hired to serve and monitor alcohol consumption.

The Authority spoke to the Applicant regarding the late filing and the negative repercussions. The Authority stated to the applicant they are expected to file a complete and timely application next year.

The Authority granted **CONDITIONAL APPROVAL** pending the following requirements:

- 1) The Applicant provides proof of the alcohol service training qualifications received by the third-party company, to the City Attorney's Office.
- 2) The City Attorney's Office's approval of the alcohol service training qualifications provided by the Applicant.

F. Permanent Modification – Walmart Inc., dba Walmart Supercenter #953

An application for the Permanent Modification of the Fermented Malt Beverage and Wine Retailer Liquor License issued to Walmart Inc., dba Walmart Supercenter #953, located at 1325 N. Denver Ave. in Loveland, was filed **TIMELY** on May 13, 2025. The modification will consist of a change of layout to the liquor licensed premises to add a

SWAS (Store within a Store), which is an all-in-one section with additional signage. A cooler will be added to the front of the store that will house individual beer and wine, snacks, pre-made food, and drinks. A notice of public hearing was posted on July 20, 2025, in the Reporter Herald as required by law.

In Attendance: Spencer Morgan, General Manager

The Applicant explained the "Store within a Store" model (SWAS). The proposed area is a large grab-and-go section, stocked with deli sandwiches, snacks, single-serve alcohol and non-alcoholic beverages. Energy drinks were removed from that area to accommodate the SWAS. The proposed modification to the area is close to the front of the store, past the vestibule. Alcohol is currently only available at back of the store.

The City asked the Applicant for clarification about security and security cameras. The Applicant stated that an Asset Protection Member (loss prevention security officer) will be at the front of the store during business hours. This modification DOES NOT change the size of premises, NOR does it change the store's ingress or egress. The Applicant stated that CCTV cameras will be installed when the modification is complete, in total there will be three overhead CCTV cameras that will cover the SWAS area.

When asked if the loss-prevention security officer has alcohol training, the Applicant stated that their security officers get continuous work-training programs on their personal devices and in-person training which covers alcohol. Inventory controls are in place in addition to monitoring for theft.

The Authority opened the chambers to receive public comment. No one was present in favor or opposition to this item, and the public hearing was closed.

The City stated for the record this change of premises does not fall within the State's definition of a material change and there are no serious concerns from the City regarding egress and ingress. The City asked for clarification on where within the store alcohol beverages for sale will be located, as the diagram submitted with the application was unclear. As a condition of approval, the City requested updated diagraming showing the two locations within the store where the alcohol beverages will be kept.

The Applicant confirmed Walmart would be able to SATISFY the conditions requested by the City.

Findings and Action Taken:

The application for the Permanent Modification was filed on May 13, 2025. Both the Public Hearing poster requirement and the Reporter-Herald publication requirement have been FULFILLED. The Applicant IS authorized to use the premises where the proposed modification will occur. All required documentation describing the changes to the existing premises has been submitted, with the exception of a revised diagram clearly indicating where alcoholic beverages will be available for sale. This diagram must be submitted to Mr. Bailey for review. The Applicant holds a valid liquor license in good standing, IS in compliance with all applicable zoning regulations, and possesses both State and City Sales Tax Licenses, also in good standing.

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The Authority asked Fire Inspector Sarah Winter, with the Loveland Fire Rescue Authority (LFRA), if there were any inspection requirements. Inspector Winter stated that a fire inspection is triggered when a fire review is added to the license review software. During the inspection the inspector checks to make sure the distance to an exit stays compliant, as well as the means of egress and ingress. There is an established internal process to inspect premises in need of fire review. The Authority was SATISFIED with the LFRA's conditions being met through the review process, and stated that the Applicant IS in compliance with the Building Dept.

The Authority granted CONDITIONAL APPROVAL pending the submission of a clear, updated diagram showing where the alcoholic beverages will be located within the red-lined premises. The City clarified part of the CONDITIONAL APPROVAL will require that red outlines be present on the diagram.

G. Renewal Application – C & K Empire CO., dba Mt Asian One

An application for the renewal of the Hotel and Restaurant License issued to C & K Empire CO., dba Mt Asian One was NOT FILED TIMELY on May 20, 2025, seven days before its expiration date. The licensee has been asked to appear regarding the late filing of this application and possible permanent modifications to the licensed premises.

In Attendance: Cheuk Liu, Owner

Mr. Liu, Applicant, did not provide an opening statement. The City asked the Applicant to clarify why the application was filed late. The Applicant explained difficulties gathering documents and stated he was delayed in obtaining a renewed lease agreement. The City asked Mr. Liu if he was aware that applications needed to be turned in 45 days before their expiration. Mr. Liu stated he DID NOT know this information.

The City asked the Applicant to describe the changes to premises, and the Applicant described the changes. The Building Permits were processed in 2022 and the building's modification expanding the dining area also occurred that same year. The Applicant stated he was unaware of the need to report the modification to the Liquor Licensing Authority.

The City asked the Applicant if he understood that, as the licensee, he MUST follow liquor rules. The Applicant stated he understood. Furthermore, the City asked Mr. Liu if he was aware that he had to file a modification application for the Liquor License, and the Applicant stated he was not aware.

The Authority stated that a Modification Application has been and is on the September Liquor Licensing Hearing Agenda, adding that both the renewal and modification may need to be considered together.

The City asked Fire Inspector Winter to describe the inspection performed on the premises this year. Ms. Winter stated inspections are an educational process, and she addressed multiple deficiencies with Mr. Liu, some of which had not been addressed by Mr. Liu since the prior year. Inspector Winter described items that were pending and discussed with Mr. Liu, which were added to the LFRA report.

The City asked Inspector Winter if the Applicant was in compliance with Fire Code, and Inspector Winter replied that he was NOT in compliance. An additional inspection will be set for a future date to be coordinated with Mr. Liu.

Mr. Liu agreed with some of the issues brought up by Inspector Winter and stated that other problems stemmed from previous owners. It was not clear if permits were processed for some of the work that was done after 2022. The Applicant stated that he will comply with Fire requirements and offered physical proof of follow-up information with servicing companies to work toward compliance with LFRA.

The Authority opened the chambers to receive public comment. No one was present in favor or opposition to this item, and the public hearing was closed.

The City stated that it would be premature to make a recommendation on the renewal since there were too many pending items that needed to be resolved, and the Liquor License Renewal application should be scheduled alongside the Permanent Modification application.

Findings and Action Taken:

The Authority ACCEPTED the City's recommendation. The Authority is NOT in a position to deny the renewal application and noted the owner has taken steps to work toward compliance with the LFRA Fire Code. It is premature for the Authority to rule on the renewal; therefore, the Authority WILL ADDRESS THE RENEWAL and MODIFICATION at the **September 18, 2025, Liquor Licensing Authority Hearing**. The Authority discussed the importance of timely filings with the Applicant, explaining how late submissions negatively impact City operations. Mr. Liu was encouraged to familiarize himself with all filing deadlines and requirements for renewals and modifications to ensure his business remains in compliance with liquor laws.

H. Renewal Application – Dallabetta's Muse LLC, dba The Muse

An application for the renewal of the Beer and Wine License issued to Dallabetta's Muse LLC, dba The Muse, was filed UNTIMELY on May 28, 2025, after the 45-day submittal deadline. The licensee has been asked to appear regarding the late filing of this application and matters related to a pattern of late renewal filings.

In Attendance: Kyle Dellabetta, Owner

The City asked the Applicant if there were any changes to the premises. The Applicant stated there were no changes to the premises, but there were staffing changes. Furthermore, there were no changes to the business' internal procedures.

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The Applicant explained that in previous years, license renewals were submitted late, resulting in fines. As a result, he was attentive to the expiration date this time; however, he was unaware that the renewal application was required to be submitted 45 days prior to the expiration date.

The City asked the Applicant what steps had been taken, or will be taken, to ensure future compliance. The Applicant responded that responsibility for filing has been delegated to the manager, who is now fully aware of the deadlines, as is he. The Applicant further stated that he is always available to address any issues.

The Authority emphasized the importance of adhering to filing deadlines, as communicated to other applicants, noting that late submissions significantly disrupt the Clerk's Office's processes.

The City recommends approval but stated that statutes and liquor regulations are VERY CLEAR: the application for a liquor license renewal MUST be filed with the Local Licensing Authority 45 days before the expiration date of the license. The applicant stated he will be more timely in submitting renewals.

Findings and Action Taken:

The renewal application was filed on May 28, 2025, PAST the 45-day submittal deadline. The Notice of Public Hearing on this matter was posted by Officer Emilie DeLima on July 11, 2025. The applicant IS entitled to possession of the premises and selling liquor in the manner proposed IS IN COMPLIANCE with the zoning codes for the City of Loveland. The Annual Occupational Tax for this license HAS BEEN PAID as of May 16, 2025, and the Applicant DOES possess both State and City Sales Tax Licenses in good standing. A Fire Inspection WAS COMPLETED on March 19, 2025, for this location and the applicant IS IN COMPLIANCE with Loveland Fire Code and all Building Codes at this time.

The Authority APPROVED the renewal application and directed the Applicant to file paperwork on time.

3. STAFF REPORT

A. City Clerk's Office –

- a. Licensee Submittal Checklist Project update: The Clerk's Office would like to have an additional meeting to discuss checklists to get further input from the Authority on the matter. The Authority instructed the Clerk's office to coordinate a meeting with Patty Parker, the Court Admin.

B. City Attorney's Office had nothing to report.

- C. Licensing Authority – Show Cause proceedings should initially be treated as arraignments, pending the formal Show Cause Hearing. If the parties are able to reach a resolution before or during the arraignment, the matter can be resolved at that time. If not, a separate evidentiary hearing will be scheduled.
- D. Adriana Mazur stated more organization would be appreciated, and Sterling Wilson agreed. The City Clerk's Office will coordinate a standing meeting to discuss agenda items. The first Monday of the month was suggested for this meeting.

ADJOURN

The next regularly scheduled Local Licensing Authority Meeting will be held on Thursday, August 21, 2025, at 9:00 AM, in the City Council Chambers.

Respectfully submitted,



Adriana Mazur, Assistant City Clerk

Local Licensing Secretary

Approved:



Jennifer Edgley, Municipal Judge

Local Licensing Authority