

Memo

To: Local Liquor Authority

From: Mindy Andis, Town Clerk

Date: 6/17/2025

Re: Town of New Castle Special Event Liquor Permit for the August 2, 2025, New Castle Trails Rides & Reggae Event

The Town of New Castle through its representative Tyler McAnelly requests that the Town of New Castle obtain a special events liquor license for the New Castle Trails Rides & Reggae Event, located in VIX Ranch Park, on Saturday, August 2, 2025.

If Council's consensus is to approve the attached application for a special event liquor permit for the Town of New Castle/New Castle Trails, the Clerk's Office staff recommends that Council consider the following conditions:

That although the application requests a permit time until 11:00 p.m. on August 2, 2025 staff recommends alcohol be served only until 10:30 p.m., and alcohol be allowed on premises until 11:00 p.m. Staff also suggests that a 100% ID check be conducted, and that wristbands or handstamps be provided to guests over the legal drinking age of 21. Currently, all of the representatives or members of RFMBA/New Castle Trails are SafeServ (TIPS) Certified.

Staff notes that Garfield County Public Health requires an event plan review application/approval be completed. Staff suggest that New Castle Trails complete the application and submit it since they are the event coordinators. Staff further suggests that approval from Garfield County Public Health must be submitted to the clerk's office before a liquor license may be issued.

Town Administrator Dave Reynolds filed the application on behalf of the Town of New Castle and New Castle Trails through its representative Tyler McAnelly on May 16, 2025, which is acceptable by the State Liquor Code. The public hearing has been properly noticed. The application is properly completed.

Mindy Andis, CMC

Town Clerk