

Town of Rico Memorandum

Date: July 1, 2025

TO: Town of Rico Board of Trustees  
FROM: Chauncey McCarthy, Rico Town Manager  
SUBJECT: July Board of Trustees Special Meeting

**Consideration of liquor license special event permit for Rico Trails Alliance event on August 18, 2025 at the Fireweed Café (Pg. 2-9)**

Included in the packet for the Board's consideration is the special event liquor license application submitted by the Rico Trails Alliance for their summer fundraising event at the Fireweed Café.

*Recommended Action:* Approval of the liquor license special event permit for the Rico Trails Alliance event on August 18, 2025

**Consideration of hiring a new Town Marshal**

Historically, the Town of Rico has employed two part-time marshals to provide law enforcement services. Following the passing of Marshal Moran, options for a replacement were limited. Marshal Sam has recently recommended a colleague from the Cortez Police Department who is interested in serving as a part-time marshal for the Town. Board approval of this hiring would authorize staff to swear in the new marshal upon successful completion of their psychological evaluation.

*Recommended Action:* Approval of the hiring of the recommended candidate as a part-time Town Marshal, pending successful completion of their psychological evaluation, and authorization for staff to administer the oath of office upon fulfillment of this requirement.

## Application for a Special Events Permit

Liquor Permit Number (Do Not Fill Out)

In order to qualify for a Special Events Permit, You **Must Be a Qualifying Organization Per 44-5-102 C.R.S. and One of the Following (See back for details.)**

- ☐ Social    ☒ Athletic    ☐ Philanthropic Institution  
☐ Fraternal    ☐ Chartered Branch, Lodge or Chapter    ☐ Political Candidate  
☐ Patriotic    ☐ National Organization or Society    ☐ Municipality Owned Arts Facilities  
☐ Political    ☐ Religious Institution    ☐ Chamber of Commerce

**LIAB    Type of Special Event Applicant is Applying for:**

- 2110    ☒ Malt, Vinous And Spirituous Liquor    \$25.00 Per Day  
2170    ☐ Fermented Malt Beverage    \$10.00 Per Day

Name of Applicant Organization or Political Candidate

Rico Trails Alliance

State Sales Tax Number (Required)

98044008

Mailing Address of Organization or Political Candidate

PO Box 25

City

Rico

State

CO

ZIP Code

81332

Address of Place to Have Special Event

21 S. Glasgow

City

Rico

State

CO

ZIP Code

81332

Authorized Representative of Qualifying Organization or Political Candidate

Nicole Pieterse,

Date of Birth (MM/DD/YY)

09/27/1967

Phone Number

Authorized Representative's Mailing Address (if different than address provided in Question 2.)

PO Box 25

City

Rico

State

CO

ZIP Code

81332

Event Manager

Nicole Pieterse

Date of Birth (MM/DD/YY)

09/27/1967

Phone Number

970-708-0411

Event Manager Home Address

138 N. River Street

City

Rico

State

CO

ZIP Code

81332

Email Address of Event Manager

nicole.rplaw@gmail.com

1. Is the place to have the Special Event located on State-owned property?

☐ Yes ☒ No

2. Has Applicant Organization or Political Candidate been issued a Special Event Permit this Calendar Year?

☒ No ☐ Yes, How many days?

3. Is the premises for which your event is to be held currently licensed under the Colorado Liquor or Beer codes?

☒ No ☐ Yes, License Number

4. Does the Applicant Have Possession or Written Permission for the Use of The Premises to be Licensed?

☒ Yes ☐ No

5. For Chambers of Commerce - Each member who holds a retail establishment permit attests they are not exercising the privileges of the retail establishment permit for the duration of the SEP days.

☐ Yes ☐ No

6. For Chambers of Commerce - Please list all members participating in the SEP.

N/A

List Below the Exact Date(s) for Which Application is Being Made for Permit

Date 08/14/2025	Date 
From: 6:00 pm MDT	To: 9:00 pm MDT
From: 	To: 
Date 	Date 
From: 	To: 
From: 	To: 
Date 	Date 
From: 	To: 
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## Oath of Applicant

I declare under penalty of perjury in the second degree that I have read the foregoing application and all attachments thereto, and that all information therein is true, correct, and complete to the best of my knowledge.

Title

Board Facilitator

Signature



Date (MM/DD/YY)

6/20/2025

### Report and Approval of Local Licensing Authority (City or County)

The foregoing application has been examined and the premises, business conducted and character of the applicant is satisfactory, and we do report that such permit, if granted, will comply with the provisions of Title 44, Article 5, C.R.S., as amended.

**Therefore, this Application is Approved.**

Local Licensing Authority (City or County)

☐ City ☐ County

Telephone Number of City/County Clerk

Title

Signature

Date (MM/DD/YY)

**Do Not Write in this Space - For Department of Revenue Use Only**

### Liability Information

License Account Number

Liability Date

State

Total

-750 (999) \$ .00

## Application Information and Checklist

The following supporting documents must be attached to this application for a permit to be issued:

- ☒ Appropriate fee.
  - ☒ Diagram of the area to be licensed (not larger than 8 1/2" X 11" reflecting bars, walls, partitions, ingress, egress and dimensions. **Note:** If the event is to be held outside, please submit evidence of intended control, i.e., fencing, ropes, barriers, etc.
  - ☒ Copy of deed, lease, or written permission of owner for use of the premises.
  - ☒ Certificate of good corporate standing (NONPROFIT) issued by Secretary of State within last two years; or
  - ☐ If not incorporated, a NONPROFIT charter; or
  - ☐ If a political Candidate, attach copies of reports and statements that were filed with the Secretary of State.
- 
- ☒ Application must first be submitted to the Local Licensing Authority (city or county) at least thirty (30) days prior to the event.
  - ☒ Public notice of the proposed event and procedure for protesting issuance of the permit shall be conspicuously posted at the proposed location for at least (10) days before approval of the permit by Local Licensing Authority. (44-5-106 C.R.S.)
  - ☒ State Licensing Authority must be notified of approved applications by Local Licensing Authorities within ten (10) days of approval.
  - ☒ Check payable to the Colorado Department Of Revenue
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### Qualifications for Special Events Permit

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(44-5-102 C.R.S.)

A Special Event Permit issued under this article may be issued to an organization, whether or not presently licensed under Articles 4 and 3 of this title, which has been incorporated under the laws of this state for the purpose of a social, fraternal, patriotic, political or athletic nature, and not for pecuniary gain or which is a regularly chartered branch, lodge or chapter of a national organization or society organized for such purposes and being non profit in nature, or which is a regularly established religious or philanthropic institution, and to any political candidate who has filed the necessary reports and statements with the Secretary of State pursuant to Article 45 of Title 1, C.R.S. A Special Event permit may be issued to any municipality owning arts facilities at which productions or performances of an artistic or cultural nature are presented for use at such facilities.

June 17, 2025

To: RICO TRAILS ALLIANCE  
Attn: Nicole Pieterse, Board Facilitator  
PO Box 25, Rico, CO 81332

Re: Special Event Location Authorization

This will serve as written confirmation that Rico Trails Alliance ("RTA") is authorized to use the Fireweed Café and Mercantile premises located at 21 S. Glasgow Avenue, Rico, Colorado for RTA's summer fundraiser to be held on Thursday, August 14, 2025 from 6pm to 9pm ("Event").

RTA shall be solely responsible for:

- all required Event licenses and permits from State and local governmental authorities;
- all Event set up, break down and clean-up;
- all food, beverages and supplies for the Event;
- prompt repair or replacement of any items or areas of the premises damaged during the Event, including but not limited to Event set up, break down and clean-up; and
- payment of rental a fee in the amount of \$200 to the undersigned Owners of the premises.

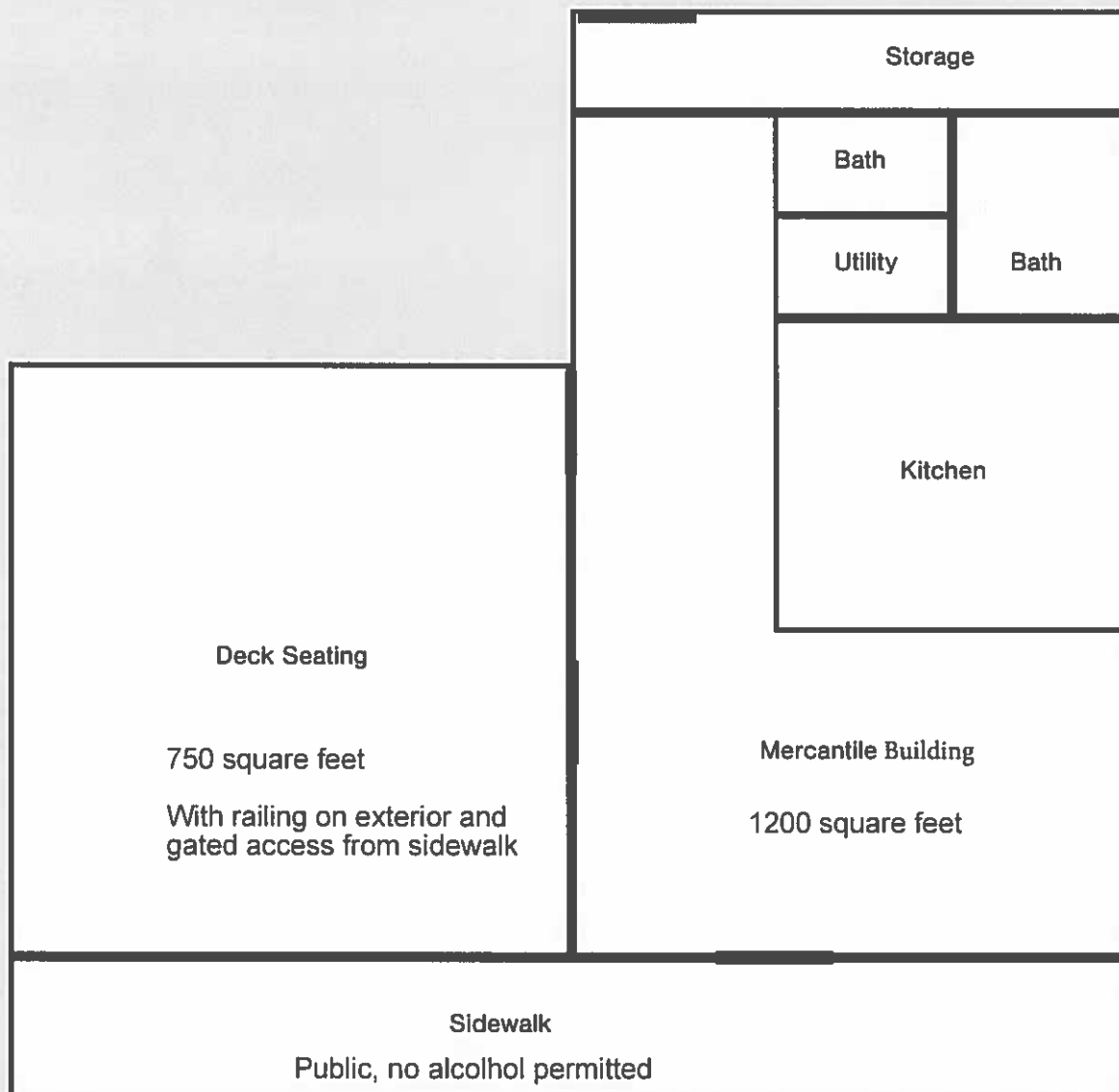
  
Matthew J. Guertin, Owner

Date: 6/18/25

  
Chelsey Rajavouri, Owner

Date: 6/18/25

# Fireweed Floor plan





OFFICE OF THE SECRETARY OF STATE  
OF THE STATE OF COLORADO

**CERTIFICATE OF FACT OF GOOD STANDING**

I, Jena Griswold, as the Secretary of State of the State of Colorado, hereby certify that, according to the records of this office,

Rico Trails Alliance

is a

Nonprofit Corporation

formed or registered on 02/06/2017 under the law of Colorado, has complied with all applicable requirements of this office, and is in good standing with this office. This entity has been assigned entity identification number 20171106287 .

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 06/23/2025 that have been posted, and by documents delivered to this office electronically through 06/24/2025 @ 10:30:28 .

I have affixed hereto the Great Seal of the State of Colorado and duly generated, executed, and issued this official certificate at Denver, Colorado on 06/24/2025 @ 10:30:28 in accordance with applicable law. This certificate is assigned Confirmation Number 17430619 .



*Jena Griswold*

Secretary of State of the State of Colorado

\*\*\*\*\*End of Certificate\*\*\*\*\*

Notice: A certificate issued electronically from the Colorado Secretary of State's website is fully and immediately valid and effective. However, as an option, the issuance and validity of a certificate obtained electronically may be established by visiting the Validate a Certificate page of the Secretary of State's website, <https://www.coloradosos.gov/biz/CertificateSearchCriteria.do> entering the certificate's confirmation number displayed on the certificate, and following the instructions displayed. Confirming the issuance of a certificate is merely optional and is not necessary to the valid and effective issuance of a certificate. For more information, visit our website, <https://www.coloradosos.gov> click "Businesses, trademarks, trade names" and select "Frequently Asked Questions."