



Garfield County

Board of Commissioners Agenda Request Form

This form must be completed and attached to all supporting documentation for items to be included in the Garfield County Board of Commissioners Agenda. One (1) form is required per agenda item.

Department/Agency: Fairgrounds and Events

Submitted By: Coral Miller

Phone Number: 970-445-0977 E-mail: cmiller@garfieldcountyco.gov

Date of Board of Commissioners Meeting to consider this item: October 8, 2025

(Must be submitted by Wednesday, 11:00 a.m. prior to Monday meeting)

Topic: Fairgrounds Fee Waiver Request for Colorado River Valley Chamber of Commerce Event

Description (short summary of topic): Chamber is requesting a fee waiver for the Indoor Arena.

Name(s) of presenters: Coral Miller & Ashlee Taylor

Requested Board Actions (if funding is requested, specify amount): Waive \$200 in use fees

PLEASE PROVIDE: Seven (7) paper copies and one (1) E-mail copy of all documentation to support the agenda request to Vola Mercer, email: vmercerc@garfield-county.com or mail to 108 8th Street, #101, Glenwood Springs, CO 81601, no later than Wednesday, 11 a.m. prior to the Monday meeting. Failure to provide backup material timely and as requested may result in removal or continuance of your agenda item at the County's discretion.

For office use only:

Where does item need to appear: _____

Date Submitted: _____

Materials Received: _____

County Funds requested: _____



AGENDA SHEET

Board Meeting Date:

April 7, 2025

Agenda Category:

Action Item

Date:

March 18, 2025

Prepared and Presented By:

Coral Miller

SUBJECT: Fairgrounds Fee Waiver Request for Colorado River Valley Chamber of Commerce Chili Cook off.

SUMMARY: The Colorado River Valley Chamber of Commerce is requesting a fee waiver for their 45th Annual Chili Cook Off at the Fairgrounds Indoor Arena on Wednesday October 8th, 2025.

BACKGROUND: The Chamber would like to reserve the Indoor Arena for their event. Staff would need to roll the arena in advance.

DISCUSSION: The cost for this event at the Standard rate on a weekday is \$200 for the Indoor Arena. Chamber is requesting a fee waiver for the rental fee of the Indoor Arena however, the Chamber will pay for the required security. The updated projected total of the BOCC waivers for 2025 is \$15,200 Up to \$40,000 was budgeted for fee waivers this year.

RECOMMENDATION: Approve the fee waiver request. Require the Chamber to sign our event agreement, provide the refundable security deposit, provide the required event insurance certificate and pay for required security for event.

ACTION REQUIRED: Vote on the fee waiver request.

Attached please see: Fee Waiver spreadsheet updated through year end.

[illegible]