



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: **April 7th, 2025**

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

Topic: **Fairgrounds fee waiver request for CWBRA**

Description (short summary of topic): **Colorado West Barrel Racing Association (CWBRA) is requesting a fee waiver for the use of the outdoor arena on June 4 and June 25, 2025**

Name(s) of presenters: **Coral Miller & Alicia Flohr**

Requested Board Actions (if funding is requested, specify amount): **Waive the \$800 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 of Agenda Sheet: March 27, 2025
Prepared and Presented By: Coral Miller

SUBJECT: Fairgrounds Fee Waiver for CWBRA

SUMMARY: Colorado West Barrel Racing Association (CWBRA) is requesting a fee waiver for the use of the outdoor arena on June 4th and June 25, 2025

DISCUSSION: The cost for this event at a commercial weekday rate is \$350 each day for a total of \$700.00. There is an additional \$50.00 flat rate (per day) grooming fee for barrel racing events. CWBRA is requesting a fee waiver for rental spaces and grooming for a total of \$800.00. The updated projected total of the BOCC waivers for 2025 is \$15,200. Budget for fee waivers for 2025 is \$40,000.

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

ACTION REQUIRED: Vote on fee waiver request

Attached: Fee waiver spreadsheet

