



AGENDA
CITY OF GLENWOOD SPRINGS
REGULAR CITY COUNCIL MEETING
MAY 18, 2023
101 W. 8TH STREET
6:15 p.m.

The agenda is subject to *change, including the addition of items 24 hours in advance or the deletion of items at any time.*

The order and times of agenda items listed are approximate and intended as a guideline for the City Council.

ATTENTION: To ensure your written comments are included in the City Council packet, public comments must be received by 4 p.m. on the day before City Council meetings. Comments may be submitted to ryan.muse@cogs.us. Written comments may be submitted after this deadline and will be shared via email to City Council but are not guaranteed to make it into the meeting packet. Submit comments at any time directly to City Council via email at citycouncil@cogs.us.

WORK SESSION

3:30	1. Planning and Zoning Commission Interview	Information/Discussion
4:00	2. Airport Management	Information/Discussion
5:00	3. Work Session Scheduling	Information/Discussion

ZOOM INSTRUCTIONS

You are invited to a Zoom webinar.

When: May 18, 2023 06:00 PM Mountain Time (US and Canada) Topic: 2023/5/18 Regular City Council Meeting

Please click the link below to join the webinar: <https://us02web.zoom.us/j/83808196593?pwd=NzZPSnZ0eHhCVmdaMDhuUVJGYndnQT09>

Passcode: 336531 Or One tap mobile: +17193594580,,83808196593# US +13462487799,,83808196593# US (Houston)

Or Telephone: Dial(for higher quality, dial a number based on your current location): +1 719 359 4580 US +1 346 248 7799 US (Houston) +1 669 444 9171 US +1 669 900 6833 US (San Jose) +1 253 205 0468 US +1 253 215 8782 US (Tacoma) +1 301 715 8592 US (Washington DC) +1 305 224 1968 US +1 309 205 3325 US +1 312 626 6799 US (Chicago) +1 360 209 5623 US +1 386 347 5053 US +1 507 473 4847 US +1 564 217 2000 US +1 646 931 3860 US +1 689 278 1000 US +1 929 205 6099 US (New York) Webinar ID: 838 0819 6593

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REGULAR SESSION

6:15	4. Roll Call	
	5. Agenda Changes & Conflicts	
	6. Council Announcements	
	7. Citizens Appearing Before Council (for items not on the Agenda-comments limited to 3 minutes)	
	8. Consent Agenda	Discussion and/or Action
	A. May 4, 2023 Minutes	
	B. Intergovernmental Agreement for the 6th Street Corridor Safety Improvements Revitalizing Main Streets Grant	
	C. Ordinance 2023-08; Creation of Workforce Housing Fund Advisory Board (WHFAB) (Second Reading)	
	D. Resolution 2023-15; Electric Fees	
	E. Resolution 2023-16; Charging Station Fees	
	F. Resolution 2023-19; Water Fees	
	G. Award Request for Qualification (RFQ) 2023-28Q Underground Primary Cable Purchase	
	H. Award Request for Proposal (RFP) 2023-20P Glenwood Meadows Roadway Reconstruction	
	I. Award Request for Proposal 2023-18P Red Mountain North Phase 1	

- J. Tourism Management Board Appointment
- K. Letter of Support for the Affordability and Fairness for Mountain Communities Act of 2023

9. Proclamation: Historic Preservation Month

Presentation

ACTIONS AND/OR PRESENTATIONS

10. Planning and Zoning Commission Appointments

Discussion and/or Action

11. Historic Museum Funding Request

Discussion and/or Action

12. Short Term Rental Cycles

Discussion and/or Action

13. Council Comments

14. Report from City Administration

A. City Manager

B. City Attorney

C. Correspondence Incoming/Outgoing

15. Executive Session

Discussion and/or Action

An executive session with the City Manager and City Attorney for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators, under C.R.S. Section 24-6-402(4)(e) more specifically regarding property acquisition adjacent to the Roaring Fork River.

16. Adjournment



City Council
STAFF REPORT
City of Glenwood Springs
May 18, 2023

Agenda Item: Planning and Zoning Commission Interview

Action Requested: Planning and Zoning Commission Interview

Department: Economic and Community Development

Presented By: Hannah Klausman

Strategic Goals: Provide Efficient and Responsive City Government

Background Info: **Planning and Zoning Commission Chair**

- George Shaver, Planning and Zoning Commission Chair, was invited to attend this interview.

Interview Information

- Interview to be held with John Houghton.
- **New interviews were not scheduled with the current alternate applicants.**

Applicants

- John Houghton, a city resident, applied for the Planning and Zoning Commission on April 19, 2023.
- April Davey has served on the Planning and Zoning Commission since April 2022 as an alternate member. She has expressed interest in a regular seat.
- Gregory Cowan has served on the Planning and Zoning Commission since April 2023 as an alternate member. He has expressed interest in a regular seat.
- Matthew Simms has served on the Planning and Zoning Commission since April 2023 as an alternate member. He has expressed interest in a regular seat.

The current alternate member applications were not included in this work session item. All applications are located within the regular agenda item.

Vacancies

There are two open regular seats to fill and four (4) applicants.

- One regular seat with a term expiring February 2026.
- One regular seat with a term expiring February 2024.
- If a current alternate member is chosen to fill a regular seat, their alternate seat would then become vacant to fill immediately.

Composition of the Planning and Zoning Commission

- Seven (7) citizens who are residents of the City.

Issues:	None.
Fiscal Impact:	None.
Legal Review:	None.
Staff Recommendation:	Staff defers to City Council.

020.020.020 Composition of boards and commissions.

The membership of boards and commissions shall be composed of the following persons:

- (1) *Local Liquor Licensing Authority.*
 - a. The Local Liquor Licensing Authority shall consist of a Hearing Officer appointed by the City Council by resolution and may be removed with or without cause by a majority vote of the City Council.
- (2) *Airport Board.*
 - a. Five (5) citizens, at least four (4) who are residents of the City and one (1) who may reside outside of the City but within the 81601 zip code area or own real property or a business within the City.
- (3) *Building Board of Appeals.* The Planning and Zoning Commission shall act as the Building Board of Appeals whenever such a board is required by this Code, other ordinances of the City or State or Federal law.
- (4) *Finance Advisory Board:*
 - a. Seven (7) members of which at least six (6) are City residents. One (1) member shall be employed in the finance industry; one (1) member shall be employed by the tourism industry; and one (1) member may be a non-resident, but shall own or be employed by a business within the City.
- (5) *Parks and Recreation Commission.*
 - a. Seven (7) citizens, at least six (6) who are residents of the City and one (1) who may reside outside of the City but within the 81601 zip code area or own real property or a business within the City.
 - b. Reserved.
 - c. Reserved.
 - d. One (1) youth (under the age of eighteen [18] at appointment) who shall serve a one-year term from June 1 to May 31 of the following year.
- (6) *Planning and Zoning Commission.*
 - a. Seven (7) citizens who are residents of the City.
- (7) *River Commission.*
 - a. Seven (7) citizens, with one (1) alternate, at least six (6) who are residents of the City and one (1) who may reside outside of the City but within the 81601 zip code area or own real property or a business within the City.
- (8) *Victim's and Witnesses Assistance and Law Enforcement Board.*
 - a. Five (5) citizens, at least four (4) who are residents of the City and one (1) who may reside outside of the City but within the 81601 zip code area or own real property or a business within the City.
 - b. Reserved.
 - c. The Chief of Police as an advisory member, but a nonvoting member of the Board.
- (9) *Transportation Commission.*

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- a. Seven (7) citizens, at least six (6) who are residents of the City and one (1) who may reside outside of the City but within the 81601 zip code area or own real property or a business within the City.
- (10) Reserved.
- (11) *Glenwood Springs Housing Commission.*
- a. Seven (7) citizens, at least six (6) who are residents of the City and one (1) who may reside outside of the City but within the 81601 zip code area or own real property or a business within the City.
- Membership should reflect a broad representation of organizations and other entities which are related to housing, including but not limited to the financial community, the building and development community, the real estate industry, and organizations which support low-income residents of the community.
- (12) *Historic Preservation Commission.*
- a. Seven (7) citizens, at least six (6) who are residents of the City and one (1) who may reside outside of the City but within the 81601 zip code area or own real property or a business within the City.
- (13) *Tourism Promotion Board.*
- a. Two (2) representatives from the tourism related businesses located within the City;
 - b. Two (2) representatives from the lodging businesses located within the City;
 - c. One (1) representative from the restaurant or retail businesses located within the City;
 - d. One (1) representative from the Glenwood Springs Chamber Resort Association; and
 - e. Three (3) citizens, at least two (2) who are residents of the City and that shall not have a direct or indirect financial interest in a business referenced in (a), (b) or (c) above and one (1) who is a resident that may have a financial interest in a business referenced in (a), (b) or (c) above.
- (14) *Arts and Culture Board.*
- a. Eight (8) members, at least five (5) of which are residents of the City, three (3) of which may reside outside of the City, and one (1) of which being a youth representative under the age of eighteen (18) or not having completed his or her final year of high school. Those representatives residing outside of the City must reside within the 81601 postal zip code area, own real property or a business within the City, or attend school within the City.
- (15) Council and Staff Participation on Boards and Commissions:
- a. The Mayor may appoint up to two (2) members of Council to act as a liaison between Council and a Board or Commission.
 - b. The City Manager may appoint a member of staff to assist a Board or Commission as necessary to fulfill their duties as provided for in 020.020.030.

(Code 1971 §§ 2-61, 4-75, 4-230, 15-2; 26-84 § 1; 19-89 § 1; 12-90 § 1; 54-90 § 1; 29-91 § 1; 10-93 § 1; 29-93 § 1; 7-94 § 1; 23-94 § 1; 10-95 § 1; 19-95 §§ 1, 2; 40-95 § 1; 28-97 § 1; 29-97 § 1; 1-01 § 1; 61-01 § 2; 14-03 § 1; 9-04 § 1; 20-05 § 2; 7-06 § 2; 13-06, § 2; 10-07 § 2; 6-08 § 2; 12-09 § 2; 12-10 § 2; 2-12 § 2; Ord. No. 2-2016, § 2(Exh. A), 2-4-2016; Ord. No. 16-2017, § 3, 8-17-2017; Ord. No. 2-2018, § 2, 1-18-2018; Ord. No. 6-2018, § 2, 3-1-2018; Ord. No. 21-2018, § 2, 9-20-2018; Ord. No. 2-2021, § 2(Exh. A), 4-15-2021)

020.020.030 Powers and duties of boards and commissions.

(a) *Local Liquor Licensing Authority.*

- (1) *Powers and duties of local liquor licensing authority.* The Local Liquor Licensing Authority shall have the powers granted to local licensing authorities pursuant to C.R.S. Title 12, Articles 46, 47, and 48, as amended.
- (2) *Temporary permits.* The City Clerk is hereby delegated the authority to issue temporary fermented malt beverage permits to license transferees, as authorized by C.R.S. § 12-46-106.5, as amended, and temporary permits for any class of liquor license as authorized by C.R.S. § 12-47-106.5, as amended. Each temporary permit shall authorize the transferee to continue selling fermented malt beverages and other licensed beverages in accordance with state law during the period in which an application to transfer is pending. The City Clerk may issue the temporary permit if: (a) the premises shall have been previously licensed by the State and the license is valid at the time the application for transfer is filed; (b) the application appears to be in order, an application for transfer of the appropriate license has been filed, all fees have been paid, the initial background check has been successfully completed, and the fingerprint cards have been completed; and (c) the application for the temporary permit is filed no later than thirty (30) days after the filing of the application for transfer and associated fees paid. No temporary permit issued by the City Clerk shall be for a period greater than one hundred twenty (120) days from the date of its issuance.
- (3) *Wine tastings.* The Local Liquor Licensing Authority is authorized to issue annual wine tasting permits pursuant to C.R.S. § 12-47-301 with the following conditions: (a) All requirements of C.R.S. § 12-47-301 have been met; and (b) Payment of an annual application fee of one hundred dollars (\$100.00); and (c) No more than one hundred four (104) wine tastings may be held during the term of any permit issued pursuant to this section; and (d) Permit holders shall notify the City Clerk and Police Department at least seven (7) days prior to any wine tasting.
- (4) *Rules, policies and procedures.* The Local Liquor Licensing Authority shall adopt rules, policies and procedures for the implementation of its duties and powers as those have been granted pursuant to C.R.S. Title 12, Articles 46, 47, and 48, as amended.
- (5) *Report to city council.* The Local Liquor Licensing Authority shall be required to report on all actions taken with respect to the issuance of or control over liquor licenses within the City to the City Council. Reports shall be made in a timely fashion to the City Council.
- (6) *Appeal to city council.* Any decision of the Local Liquor Licensing Authority may be appealed to the City Council within ten (10) calendar days, or at the next regularly scheduled meeting. City Council shall have the authority to sustain, modify or overturn the decision of the Local Liquor Licensing Authority. In any event, the City Council shall direct the Local Liquor Licensing Authority to take a particular action. The Local Liquor Licensing Authority shall conform to the written direction of the City Council within ten (10) calendar days from the date of the written directive.
- (7) *Appeal to district court.* Any person applying to the District Court for review of a decision of the Local Liquor Licensing Authority shall apply for review within thirty (30) days of the decision of the Local Liquor Licensing Authority. The thirty-day period shall be inclusive of the appeal process to City Council as outlined in Subparagraph (5) above.

- (b) *Powers and Duties of Airport Board.* The powers and duties of the Airport Board shall be to investigate, study and report to the City Council all matters concerning the airport facilities of the City and other matters concerning the subject of aviation which may be pertinent to the City as shall be requested of the Airport Board by the City Council; and such Board may investigate, study and report to the City Council on such other matters concerning the Municipal Airport as the Board may deem for the best interests of the City.

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- (c) *Powers and Duties of Building Board of Appeals.* The powers and duties of the Building Board of Appeals shall be to hear appeals in accordance with the International Building Code, International Residential Code, International Fire Code, and the other adopted codes from the International Code Council, as adopted or amended by Title 060 of this Code. Such power shall not include matters of interpretation arising under the Code.
- (d) *Powers and Duties of Finance Advisory Board.* The Finance Advisory Board shall advise and assist the City Manager and Finance Director in the preparation of the City budget, the establishment of accounting systems for the City, the planning of expenses, the projection of revenues and the analysis of the other fiscal matters presented to the Board by the City Council. The Finance Advisory Board shall also be responsible for making recommendations to City Council regarding grants from the City's various grant programs as Council may establish from time to time. No decision of the Finance Advisory Board shall be binding upon the City or anyone acting on its behalf.
- (e) *Powers and duties of Parks and Recreation Commission.* The powers and duties of the Parks and Recreation Commission shall be:
- (1) To investigate, study and report to the City Council all matters concerning City parks and recreation within the City and other matters concerning the subject of parks and recreation which may be pertinent to the City and requested of such Commission by the City Council.
 - (2) To investigate, study and report to the City Council on such other matters concerning parks and recreation within the City as the Commission may deem in the best interests of the City.
 - (3) To provide technical assistance, advice and planning support to the Parks and Recreation Director and City Council regarding tree planting and maintenance needs in the City.
 - (4) To provide recommendations from time to time regarding the administration and implementation of Article 090.050 of this Code.
 - (5) To investigate, study and report to City Council all matters concerning the burial and internment facilities of the City and other such matters as may be requested by City Council from time to time.
 - (6) To investigate, study and report to City Council on such other matters concerning burial and internment facilities and such other similar matters as the Commission may deem in the best interests of the City.
 - (7) To investigate, study and report to City Council any and all matters concerning the use and operation of the City's Community Center.
 - (8) To coordinate with other City boards and commissions on any aspect of the Community Center that may relate to the powers and duties of such other boards and commissions.
 - (9) To investigate, study and report to City Council on grants, donations and other forms of funding to assist in the operation of the Community Center, and to otherwise advise City Council on budgetary needs related to the operation of the Community Center.
- (f) *Powers and duties of Planning and Zoning Commission.* The powers and duties of the Planning and Zoning Commission shall be:
- (1) To develop and recommend a master plan subject to the approval of the City Council and its environ in accordance with the provisions of this Code and the laws of the State.
 - (2) To recommend to the City Council boundaries of zone districts and regulations to be enforced therein, in accordance with the provisions of this Code and the laws of the State.

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- (3) To review proposals relating to subdivision, development and use of land and make decisions or recommendations on such proposals, in accordance with the procedures and provisions set forth in this Code.
 - (4) To hear and decide appeals wherein there is a question of interpretation of the zone district map, the master plan or related documents and similar questions as they may arise in the administration of this Code.
 - (5) The Planning and Zoning Commission shall have the duty and power to act on appeals with regard to matters arising from enforcement of provisions of Title 070 of this Code, including:
 - a. *Review of administrative decisions.* To hear and decide appeals where it is alleged there is error in any action, including any order, interpretation, requirement, decision or determination made by an administrative official of the city in the enforcement of Title 070 of this Code.
 - b. *Variances.* To hear and decide requests for variances from the zoning provisions and sign regulation provisions where there are unique, unnecessary and unreasonable hardships in the way of carrying out the strict letter of said provisions; and to hear and decide requests for variances to allow deviations from restrictions upon the construction and placement of buildings and other structures on site. Examples of such variances include, but are not limited to, modifications of minimum area requirements, building coverage and setback restrictions. Variances from permitted and special review uses in zone district text shall not be considered.
 - (6) To perform such other functions as required by the provisions of Title 070.
 - (7) To service as the Building Board of Appeals.
 - (g) *Powers and duties of River Commission.* The powers and duties of the River Commission shall be:
 - (1) To investigate, study, and report to the City Council any and all matters concerning the use, enjoyment, conservation of the, rivers and streams in the City and its environs and the open space adjacent thereto, including water quality issues, the protection of valuable riparian ecosystems, and water rights matters.
 - (2) To advise the City Council on public access to and use of rivers and streams in the City and the adjacent environs and maintain and update a map related thereto as necessary.
 - (3) To advise the City Council on the use of municipally owned property adjacent to the rivers and City construction projects in the rivers or adjacent open space.
 - (4) To promote and celebrate riverfront cleanup efforts and public awareness of non-point source water pollution.
 - (5) To investigate, study and report to the City Council on grants, donations and other forms of funding to assist in the acquisition and improvement of the rivers and adjacent open space, and to otherwise advise the City Council on budgetary needs related to preservation of open space and river improvement.
 - (6) To appoint subcommittees as necessary to carry out the foregoing functions.
 - (7) To coordinate with the Parks and Recreation Commission, Roaring Fork Conservancy, Middle Colorado Watershed Council, and other organizations, stakeholders groups, and property owners as is necessary to carry out the foregoing functions.
 - (8) At the request of City Council hold an annual work session with the City Council to review the actions taken by the River Commission regarding the foregoing functions and discuss future plans.
 - (h) *Powers and duties of the Victim's and Witnesses Assistance and Law Enforcement Board.*

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- (1) The Board shall designate one (1) of its members as chairman, shall establish rules of procedure and order and shall hold meetings as it might deem necessary.
 - (2) A surcharge equal to twenty-five (25) percent of the fine imposed for violation of all municipal ordinances, including ordinance violations under the Model Traffic Code, is hereby levied on each Municipal Court action resulting in a conviction, plea of guilty or no contest or in a deferred judgment and sentence, which municipal ordinance violation is charged pursuant to City ordinances. All calculated surcharge amounts resulting in dollars and cents shall be rounded to the nearest whole dollar. In the event a portion of the fine is suspended, the surcharge levied shall be computed based upon the original fine, regardless of whether a portion of said fine has been suspended. Said surcharges shall be paid to the Clerk of the Court by the defendant, and said Clerk shall deposit the money so received in the fund hereinafter created.
 - (3) The Victim's and Witnesses Assistance and Law Enforcement Fund, hereinafter referred to as the "Fund," consist of all monies paid as a surcharge as provided in Subsection (2) above. All monies deposited in the Fund shall be deposited in an interest-bearing account, and all interest earned by monies in the Fund shall be credited to the Fund. The City Manager, by and through the Finance Director, shall be responsible for establishing a separate fund for purposes of accounting for the revenues and expenditures. At the conclusion of each fiscal year, all monies remaining in the Fund shall remain in the Fund for allocation as hereinafter set forth.
 - (4) The Board shall disburse monies from the Fund in the following manner:
 - a. First, to the payment of all reasonable and necessary expenses and costs incurred by the Board in the performance of its duties, including but not limited to professional fees, office supplies and meeting expenses.
 - b. Second, not less than fifty (50) percent of the monies remaining in the Fund after the deduction of reasonable expenses and costs shall be allocated for the purchase of victims (and witnesses) services and reimbursements, as hereinafter set forth. No funds shall be paid except in those specific instances where a police report has been filed by the Police Department for an alleged violation of a municipal ordinance, regardless of whether the perpetrator has been identified, arrested or prosecuted.
 - c. Third, any remaining monies may be allocated to the Police Department for the following purposes, including, but not limited to: equipment purchases, training programs for personnel and the employment of additional personnel. Such funds shall not be used by the Police Department for defraying the costs of routine and ongoing operating expenses. No disbursement within this category of expenditure shall be made without the approval of the City Council following a written recommendation by the Board.
 - (5) Disbursement of funds by the Board on behalf of the victim's and witnesses assistance services may be used for the following purposes:
 - a. Provision of services for early crisis intervention;
 - b. Assistance in prompt return of victims' property;
 - c. Assistance to victims and witnesses in arranging transportation to and from court;
 - d. Provision of translator services;
 - e. Protection from threats of harm and other forms of intimidation;
 - f. Reasonable medical and hospital expenses and expenses incurred for dentures, eyeglasses, hearing aids or other prosthetic or medically necessary devices; and

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- g. Losses resulting from property damage, including repair or replacement of property damaged as a result of crime or payment of the deductible amount on a residential insurance policy in an amount not to exceed five hundred dollars (\$500.00). Victims' recovery due to property damage shall not exceed five hundred dollars (\$500.00) for any crime, but in no case shall a loss be compensable if the aggregate property damages are less than twenty-five dollars (\$25.00).
 - (6) The Board is authorized to accept and evaluate all applications for disbursement of funds, whether emanating from victims, witnesses or law enforcement agencies. Applications for disbursement shall be made upon forms prescribed by the Board, and made available by the Municipal Court and the Police Department. The Board shall establish its own criteria for evaluating applications for disbursement, and nothing herein contained shall obligate the Board to make disbursement of any funds available to it. Upon a finding by the Board that a disbursement shall be made from the Fund, the Board shall submit a written request for payment to the Finance Department, which shall then remit payment in accordance with the request.
 - (7) The Board is required to submit minutes of its meetings to the City Council at the next regular Council meeting following the Board's meeting.
 - (i) *Powers and duties of Transportation Commission.* The powers and duties of the Transportation Commission shall be:
 - (1) To investigate, study and report to the City Council any and all matters concerning transportation issues which directly affect the City.
 - (2) To investigate, study and report to the City Council on other intergovernmental committees, boards or commissions working on transportation issues in the Tri-County (Pitkin, Garfield and Eagle) area.
 - (3) To meet with the City Council on an annual basis to identify which transportation issues require priority attention.
 - (4) To investigate, study and report to the City Council on grants, donations and other forms of funding to assist in meeting the transportation needs of the City.
 - (5) To perform functions concerning oversight of transportation issues or functions as delegated by the City Council.
 - (6) To appoint subcommittees as necessary to carry out the foregoing functions subject to the approval of the City Council.
 - (j) Reserved.
 - (k) *Powers and duties of Glenwood Springs Housing Commission.* The powers and duties of the Housing Commission shall be:
 - (1) To investigate, study and report to the City Council any and all matters concerning housing issues which directly affect the City, including the preparation of a Comprehensive Housing Affordability Strategy (CHAS).
 - (2) To assist City Council in defining the nature and scope of housing opportunities in the City.
 - (3) To meet with the City Council on an annual basis to identify which housing issues require priority attention.
 - (4) To investigate, study and report to the City Council on grants, donations and other forms of funding to assist in meeting the housing needs of the City.
 - (5) To perform functions concerning oversight of housing issues or functions as delegated by the City Council, including monitoring the implementation of activities as described in the CHAS.

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- (6) To appoint subcommittees as necessary to carry out the foregoing functions subject to the approval of the City Council.
- (l) *Powers and duties of Historic Preservation Commission.* The powers and duties of the Historic Preservation Commission shall be:
- (1) To recommend to City Council methods for the protection and preservation of the City's historic and cultural heritage, including, but not limited to, the designation of historic landmarks and districts by appropriate regulations.
 - (2) To recommend to City Council methods for enhancing property values and the stabilization of historic neighborhoods.
 - (3) To recommend to City Council methods for increasing economic and financial benefits, including, but not limited to, City attractions.
 - (4) To provide educational opportunities to increase public appreciation of the City's unique heritage.
 - (5) To do any other tasks related to the historic preservation of resources in the community of Glenwood Springs.
- (m) *Powers and duties of Tourism Promotion Board.* The powers and duties of the Tourism Promotion Board shall be:
- (1) To investigate, study and report to the City Council:
 - a. All matters concerning tourism marketing and promotion that pertain to the benefit of Glenwood Springs and the area within the 81601 postal zip code; and
 - b. Other matters concerning the subject of tourism marketing and promotion which may be pertinent to the benefit of the City and the area within the 81601 postal zip code.
 - (2) To coordinate with City staff, community organizations, community businesses, and other boards and commissions, when applicable to efficiently market and promote tourism to the benefit of Glenwood Springs and the area within the 81601 postal zip code.
 - (3) To, at its discretion, and in addition to initiatives that directly market and promote features and attractions within the City and the area within the 81601 postal zip code, market and promote the geographical proximity of Glenwood Springs to other features and attractions outside of the 81601 postal zip code in ways that could reasonably be expected to benefit the City.
 - (4) To establish rules of procedure and order for the Board to follow.
 - (5) To review tourism marketing plans; to set tourism marketing goals, to determine the methods to accomplish and measure success in accomplishing those goals; to determine the appropriate staff and marketing contractor(s)/vendor(s) resources needed; to recommend to the City Council an annual tourism marketing budget; to recommend, to the City Council, award of contract(s) for the best candidate for contract staff and marketing contractor(s)/vendor(s), deemed necessary, based upon an approved Request for Proposal, Request for Qualification or other process; and to provide oversight of performance of contract staff and marketing vendor(s)/contractor(s) contract terms to ensure the efficient and effective implementation of the marketing goals and to report problems with performance to City Council.
 - (6) To meet with the City Council on an annual basis, or as often as requested by the City Council, to identify marketing priorities of the City.
 - (7) To complete all other duties as may be directed by City Council.
- (n) *Powers and duties of Arts and Culture Board.* The powers and duties of the Arts and Culture Board shall be:

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- (1) To promote awareness, access, and appreciation of the fine, performing, and practical arts for City residents and visitors.
 - (2) To advise the City Council in connection with all matters relating to the artistic and cultural development of the City.
 - (3) To provide opportunities for cultural and art experience and education for children and adults.
 - (4) To promote increased interaction and collaboration among artists, art-related organizations, and opportunities for growth and exposure.
 - (5) To promote knowledge and appreciation for cultural forms of artistic expression.
 - (6) To make recommendations to the City Council with respect to fundraising and annual budget appropriations for the arts.
 - (7) To advise and consult with local arts groups as requested by such groups or by the City Council.

(Code 1971 §§ 2-64.1, 2-2, 2-65[a], [b], 2-65.1, 4-78, 4-232, 4-155, 15-2; 26-84 § 3; 19-89 § 3; 12-90 § 1; 54-90 § 3; 39-91 § 3; 10-93 § 2; 29-93 § 3; 7-94 § 3; 17-94 § 1; 23-94 § 3; 10-95 § 3; 11-95; 19-95 § 3; 46-95 § 1; 55-95 § 1; 28-97 § 3; 29-97 § 5; 32-97 § 1; 42-00 § 1; 61-01 § 3, 4, 5; 61-02 § 4; 9-04 § 1; 20-04, § 1; 33-05, § 2; 7-06 § 3; 13-06, § 2; 6-08 § 2; 12-10 § 2; 2-12 § 2; Ord. No. 16-2017, § 4, 8-17-2017; Ord. No. 2-2018, § 3, 1-18-2018; Ord. No. 6-2018, § 3, 3-1-2018; Ord. No. 21-2018, § 3, 9-20-2018; Ord. No. 2-2021, § 2(Exh. A), 4-15-2021)

020.020.040 Appointment, removal, term and vacancies of boards and commissions.

- (a) *Appointment and term of members.* Except as otherwise provided, all appointments to the boards and commissions shall be by the City Council for terms of three (3) years each, and each member shall serve until his/her successor is appointed and takes office; provided, however, that the initial terms of office may be shortened by the City Council so as to provide overlapping terms of office. Appointments shall expire the day before the first regular meeting of the City Council in each month according to the following schedule:

- (1) February:
 - Planning and Zoning Commission;
 - Finance Advisory Board;
 - Tourism Promotion Board;
 - Building Board of Appeals.
- (2) March:
 - Transportation Commission;
 - Arts and Culture Board;
 - Parks and Recreation Commission;
 - Airport Board;
 - River Commission.
- (3) April:
 - Local Liquor Licensing Authority;
 - Victim's Witnesses Assistance and Law Enforcement Board;
 - Historic Preservation Commission;

Glenwood Springs Housing Commission.

- (b) *Alternate members.* The City Council at its discretion may appoint up to three (3) persons as alternate members for each board or commission. If a regular member of a board or commission is to be absent from a meeting, the presiding officer for the meeting may select an alternate member to fill such absence and to attend and serve at the meeting. The alternate member may exercise all powers at the meeting which the absent regular member could exercise, and the alternate's powers and privileges shall terminate at the end of the meeting attended. The presiding officer may at his/her discretion select the same alternate to serve at successive meetings in the absence of any member.
- (c) *Limit to term of members.* No board member shall serve more than two (2) successive terms on the same board or commission.
- (d) *Removal of members.* All appointed members of a board or commission shall be subject to removal, at any time, by the City Council. In the event an appointed member of a board or commission ceases to qualify for membership, his or her appointment is immediately terminated.
- (e) *Vacancies.* The City Council shall fill all vacancies on boards and commissions by appointment for the unexpired term.

(Code 1971 §§ 2-63, 2-64, 2-67; 6-95 § 1; 10-07 § 2; Ord. No. 9-2018 , § 2, 4-20-2018; Ord. No. 29-2020 , § 2, 1-7-2021)

[View results](#)

Respondent

19

Anonymous

03:09

Time to complete

Planning and Zoning Commission Application

Thank you for your interest and time commitment in serving your community. Please complete all questions on this application.

Please note that appointments can be for either a regular seat or an alternate seat.

Composition of the Planning and Zoning Commission:

(as defined in Title 020 of the Glenwood Springs Municipal Code)

a. Seven (7) citizens who are residents of the City.

Personal Information

1. Membership Qualifications *

Are you a resident of Glenwood Springs within city limits? You must be a resident within city limits to qualify.

☒ Yes

☐ No

2. Name *

John Houghton

3. Home Address *

2701 Midland Ave, Unit 1014
Glenwood Springs, CO 81601

4. Mailing Address *

2701 Midland Ave, Unit 1014
Glenwood Springs, CO 81601

5. Home Phone *

N/A

6. Work Phone *

970-618-7559

7. Mobile Phone *

734-730-0741

8. Email Address *

jwhou@umich.edu

9. Occupation *

Permit Coordinator, Pitkin County Community Development

Personal and Professional Interests

10. Why are you interested in serving on the Planning and Zoning Commission?

*

I love living in Glenwood and I have strong feelings about the path that I think the city should be pursuing when it comes to land use, development, and redevelopment.

11. What do you view as your role if selected as a member to the Planning and Zoning Commission? *

I view the role of the planning and zoning commission as one of stewardship for the built environment and the city's inhabitants. It is the responsibility of the planning and zoning commission to take staff input, ask thoughtful questions, and provide informed recommendations or decisions on both short and long term issues. At times it may also be necessary to interpret the land use code.

12. What experience have you had in the land use approval process? *

I interact with land use approvals daily in my role as a permit coordinator. Cases I've worked on have had BOCC resolutions, administrative decisions, letters of exemption, board of adjustment variances, and planning and zoning resolutions. I routinely take the first pass at ensuring proposed development complies with the conditions of land use approval.

13. Do you have any particular areas of interest or a particular perspective relating to land use development in Glenwood Springs? *

I'm interested in the development of "missing middle" housing, infill housing, transit-oriented development (zoning that encourages dense, mixed use around public transit), and exploring how responsible development fits into the city's strategic vision and climate goals.

14. Can you describe an experience making a decision that made people unhappy? *

In one of my previous jobs as a high school rowing coach I frequently had to make tough decisions that disappointed both athletes and parents. It's difficult to tell someone who has worked hard and done all that's been asked of them that it's not enough. When having these discussions I always focused on how the decisions helped the team.

15. Can you separate yourself from personal opinions and represent the City's goals, policies, plans, and the Glenwood Springs Municipal Code in an equitable fashion? *

Yes I can, I am familiar with enacting policies and code in an equitable manner through my work at Pitkin County.

16. The Planning and Zoning Commission members generally attend two meetings a month and can have extensive packet materials to review in preparation for meetings. Do you have any existing time commitments that will hamper your ability to serve? *

I do not have any existing time commitments that would prevent me from serving.

17. Are you aware of and understand the quasi-judicial function of the Planning and Zoning Commission? *

I am aware that the Planning and Zoning Commission will at times need to make decisions on contentious issues such as what is a qualifying hardship for a variance or deciding if there is an error in an administrative decision. I am also aware that Glenwood Springs municipal code designates the planning and zoning commission as the building board of appeals and in instances where an applicant disagrees with a determination by the building official the planning and zoning commission will need to hear the appeal.

18. What experience do you have working with people on a board, commission, or committee? *

I have no experience on a public facing board, commission, or committee. I am obviously familiar with collaboration and working as a team.

19. Please enter today's date. *

4/19/2023



20. Have you served on the Planning and Zoning Commission before? *

☒ No

☐ Yes

Powers and Duties of the Planning and Zoning Commission

(as defined in Title 020 of the Glenwood Springs Municipal Code)

f. Powers and Duties

The powers and duties of the Planning and Zoning Commission shall be:

(1) To develop and recommend a master plan subject to the approval of the City Council and its environ in accordance with the provisions of this Code and the laws of the State.

(2) To recommend to the City Council boundaries of zone districts and regulations to be enforced therein, in accordance with the provisions of this Code and the laws of the State.

(3) To review proposals relating to subdivision, development and use of land and make decisions or recommendations on such proposals, in accordance with the procedures and provisions set forth in this Code.

(4) To hear and decide appeals wherein there is a question of interpretation of the zone district map, the master plan or related documents and similar questions as they may arise in the administration of this Code.

(5) The Planning and Zoning Commission shall have the duty and power to act on appeals with regard to matters arising from enforcement of provisions of Title 070 of this Code, including:

- a. Review of administrative decisions. To hear and decide appeals where it is alleged there is error in any action, including any order, interpretation, requirement, decision or determination made by an administrative official of the city in the enforcement of Title 070 of this Code.
- b. Variances. To hear and decide requests for variances from the zoning provisions and sign regulation provisions where there are unique, unnecessary and unreasonable hardships in the way of carrying out the strict letter of said provisions; and to hear and decide requests for variances to allow deviations from restrictions upon the construction and placement of buildings and other structures on site. Examples of such variances include, but are not limited to, modifications of minimum area requirements, building coverage and setback restrictions. Variances from permitted and special review uses in zone district text shall not be considered.

(6) To perform such other functions as required by the provisions of Title 070.

(7) To service as the Building Board of Appeals.

Appointment, Removal, Term and Vacancies of Boards and Commissions

(a) Appointment and term of members. Except as otherwise provided, all appointments to the boards and commissions shall be by the City Council for terms of three (3) years each, and each member shall serve until his/her successor is appointed and takes office; provided, however, that the initial terms of office may be shortened by the City Council so as to provide overlapping terms of office. Appointments shall expire the day before the first regular meeting of the City Council in each month according to the following schedule:

February:

Planning and Zoning Commission;

(b) Alternate members. The City Council at its discretion may appoint up to three (3) persons as alternate members for each board or commission. If a regular member of a board or commission is to be absent from a meeting, the presiding officer for the meeting may select an alternate member to fill such absence and to attend and serve at the meeting. The alternate member may exercise all powers at the meeting which the absent regular member could exercise, and the alternate's powers and privileges shall terminate at the end of the meeting attended. The presiding officer may at his/her discretion select the same alternate to serve at successive meetings in the absence of any member.

(c) Limit to term of members. No board member shall serve more than two (2) successive terms on the same board or commission.

(d) Removal of members. All appointed members of a board or commission shall be subject to removal, at any time, by the City Council. In the event an appointed member of a board or commission ceases to qualify for membership, his or her appointment is immediately terminated.

(e) Vacancies. The City Council shall fill all vacancies on boards and commissions by appointment for the unexpired term.

(Code 1971 §§ 2-63, 2-64, 2-67; 6-95 § 1; 10-07 § 2; Ord. No. 9-2018 , § 2, 4-20-2018)



City Council
STAFF REPORT
City of Glenwood Springs
May 18, 2023

Agenda Item: Airport Management

Action Requested: NA

Department: City Administration

Presented By: Steve Boyd

Strategic Goals: Protect and Preserve our Quality of Life

Background Info: This is the annual joint meeting with the Airport Commission.

Issues: This session may be joined by a couple of members of the pilot community to present an idea for a Fixed Base Operation (FBO).

Fiscal Impact: Unknown at this time.

Legal Review: Legal has been generally briefed on the idea and will need to draft or review contract documents.

Staff Recommendation: NA



City Council
STAFF REPORT
City of Glenwood Springs
May 18, 2023

Agenda Item: Work Session Scheduling

Action Requested: NA

Department: City Administration

Presented By: Steve Boyd

Strategic Goals: Provide Efficient and Responsive City Government

Background Info: Council frequently has topics to discuss that can be done outside of a regular meeting. These items generally do not result immediately in decisions or direction to staff. Historically we have had sessions before each regular council meeting, and on occasion we've had sessions in the morning. This is a conversation around what work sessions Council would like to have and when.

Issues: NA

Fiscal Impact: None

Legal Review: NA

Staff Recommendation: NA



City Council
STAFF REPORT
City of Glenwood Springs
May 18, 2023

Agenda Item: May 4, 2023 Minutes
Action Requested: May 4, 2023 Council Minutes
Department: City Clerk

Presented By:

Strategic Goals:

Background Info:

Issues:

Fiscal Impact:

Legal Review:

Staff Recommendation:



MINUTES
CITY OF GLENWOOD SPRINGS
REGULAR CITY COUNCIL MEETING
MAY 4, 2023
6:15 PM

Note: Official meeting minutes are located on the City website via YouTube video at the following link: <https://www.youtube.com/user/GlenwoodSprings1885/videos>. The times in agenda items indicate approximately where the item can be found on the YouTube video timeline.

REGULAR SESSION

Item 3. :36 Roll Call

Present: Mayor Wussow, Mayor Pro-Tem Dehm, Councilor Schachter, Councilor Weimer, Councilor Zalinski, and Councilor Godes. Also present were; Beverli Marshall, City Manager; Steve Boyd, COO; Ryan Muse, City Clerk; Yvette Gustad, Finance Director; Matt Langhorst, Director of Public Works; Karl Hanlon, City Attorney; and Joseph Deras, Chief of Police.

Item 4. :36 Agenda changes and conflicts

None.

Item 5. :36 Council Announcements

None.

Item 6. :37 Mayoral Announcements of Boards and Commission Appointments

Item 6 was moved to Item 16.

Item 7. :37 Citizens Appearing Before Council (for items not on the agenda-comments limited to 3 minutes)

Citizen comments were made.

Comments were made by Mayor Wussow.

Item 8. :41 Consent Agenda

:41 Councilor Zalinski moved, seconded by Councilor Godes, to approve the Consent Agenda.

Motion passed unanimously.

Item 9. :42 Introduction to New Police Dog

Joseph Deras, Chief of Police presented.

Comments were made by Corporal Gobbo.

Item 10. :45 Proclamation: National Police Week

Mayor Wussow presented the proclamation.

Comments were made by Chief of Police Joseph Deras.

Item 11. :48 Proclamation: Ehlers-Danlo Syndrome and Hypermobility Spectrum Disorders Awareness Month

Mayor Wussow presented the proclamation.

Comments were made by City Manager Beverli Marshall.

Item 12. :52 27th Street Underpass Construction

Ben Ludlow, Project Manager and Tracy Trulove, Public Information Manager presented.

Comments were made by Councilor Godes, Project Manager Ben Ludlow, Public Information Manager Tracy Trulove, and Mayor Wussow.

Item 13. 1:09 Ordinance 2023-02 Budget Amendment #1 (ONE READING)

Steve Boyd, Chief Operating Officer presented.

1:10 Mayor Wussow opened the item for public comment.

1:10 Mayor Wussow closed the item for public comment.

1:10 Councilor Godes moved, seconded by Mayor Pro-Tem Dehm, to pass Ordinance 2023-02 Budget Amendment #1 (ONE READING).

Motion passed unanimously.

Item 14. 1:11 Ordinance 2023-08; Creation of 2C Housing Commission

Watkins Fulk-Gray, Senior Planner presented.

Comments were made by City Attorney Karl Hanlon, Mayor Pro-Tem Dehm, Senior Planner Watkins Fulk-Gray, and Councilor Schachter.

1:14 Mayor Wussow opened the item for public comment.

1:14 Mayor Wussow closed the item for public comment.

1:15 Councilor Godes moved, seconded by Councilor Zalinski, to pass Ordinance 2023-08; Creation of 2C Housing Commission as presented.

Motion passed unanimously.

Item 15. 1:15 Work Session Times

1:16 Councilor Godes moved, seconded by Mayor Pro-Tem Dehm, to continue the Work Session Times item to one of the next two meetings.

Motion passed unanimously.

Item 16. 1:16 Council Comments and Mayoral Announcements of Boards and Commission Appointments

Mayor Wussow appointed Councilor Schachter to Club 20, 2C Board, FAB, CC4CA, and an alternate on the Housing Commission.

Mayor Pro-Tem Dehm AIMF, DDA, Historic Preservation Commission and an alternate on FAB, Arts and Culture Board and Glenwood Springs Chamber Association.

Councilor Zalinski Airport Board, VALE, Parks and Recreation Commission, and Rural Fire and alternate on CLEER and Tourism Management Board.

Councilor Kaup RFTA, Transportation Commission, Housing Commission, Arts and Culture Board, and alternate on River Commission and 2C Board.

Councilor Weimer Tourism Management Board, Northwestern COGS, River Commission, Alternate DDA and CML.

Councilor Godes CAST, RWAPA, I-70 Coalition, CDOT ITMTRP and alternate on Parks and Recreation Commission.

Mayor Wussow URA, CLEER, Fire Fighters Pension Board, Glenwood Springs Chamber Association, and an alternate on Transportation Commission, RFTA, and Airport Board.

Comments were made by Mayor Wussow.

Comments were made by Councilor Godes.

Comments were made by City Attorney Karl Hanlon.

Item 17. 1:23 Report from City Administration

Comments were made by City Manager Beverli Marshall, Matt Langhorst, and Councilor Weimer.

Comments were made by City Attorney Karl Hanlon, Mayor Wussow, Councilor Godes, Councilor Weimer.

Item 18. 1:43 Adjournment

1:43 Mayor Pro-Tem Dehm moved, seconded by Councilor Weimer, to adjourn.

Motion passed unanimously.



City Council
STAFF REPORT
City of Glenwood Springs
May 18, 2023

Agenda Item:	Intergovernmental Agreement for the 6th Street Corridor Safety Improvements Revitalizing Main Streets Grant
Action Requested:	Execution of Grant Agreement with the revision of the City Engineer contact information.
Department:	Engineering
Presented By:	Jessica Bowser
Strategic Goals:	Ensure Public Safety
Background Info:	The Colorado Department of Transportation (CDOT) has provided an Intergovernmental Agreement (IGA) for the Revitalizing Main Streets grant funding awarded for the 6th Street Phase I (from Laurel Street to Pine Street) construction, planned for 2024. The grant was awarded for \$1,167,000 with a match of \$291,750. The City has budgeted additional funding for this construction through the Acquisitions and Improvements (A&I) Fund and the Downtown Development Authority (DDA) has funded the design and budgeted \$350,000 towards construction. The design is compliant with the 6th Street Master Plan as adopted in 2016.
Issues:	None
Fiscal Impact:	\$291,750 grant match in 2024 currently in the 2023 A&I Fund budget. It is anticipated that completion of this project will increase parks maintenance expenses by approximately \$36,500 annually. The increases come in waste management labor and water costs.
Legal Review:	Legal has reviewed the IGA.
Staff Recommendation:	Staff is recommending acceptance of the award.

State \$LAWRK
PROJECT: M535-010 (25358), 6th Street Corridor
Safety Improvements

REGION: 3
BH

CONTRACT

THIS CONTRACT made this ____ day of _____ 20____, by and between the State of Colorado for the use and benefit of the Colorado Department of Transportation hereinafter referred to as the State and CITY OF GLENWOOD SPRINGS hereinafter referred to as the “Contractor” or the “Local Agency.”

RECITALS

1. Authority exists in the law and funds have been budgeted, appropriated and otherwise made available and a sufficient uncommitted balance thereof remains available for payment of project and Local Agency costs. Total Contract Amount: \$1,458,750.00.
2. Required approval, clearance and coordination have been accomplished from and with appropriate agencies.
3. Pursuant to 43-2-104.5 C.R.S. as amended, the State may contract with Local Agencies to provide maintenance and construction of highways that are part of the state (or local agency) highway system.
4. Local Agency anticipates a project for 6th Street Corridor Safety Improvements project will provide improvements to East 6th Street from Laurel Street to Pine Street and by the date of execution of this contract, the Local Agency and/or the State has completed and submitted a preliminary version of CDOT form #463 describing the general nature of the Work. The Local Agency understands that before the Work begins, the Local Agency must receive an official written “Notice to Proceed” prior to commencing any part of the Work. The Local Agency further understands, before the Work begins, the form #463 may be revised as a result of design changes made by CDOT, in coordination with the Local Agency, in its internal review process. The Local Agency desires to perform the Work described in form #463, as it may be revised.
5. The Local Agency has requested that State funds be made available for project M535-010 (25358), 6th Street Corridor Safety Improvements referred to as the “Project” or the “Work.” Such Work will be performed in CITY OF GLENWOOD SPRINGS, Colorado, specifically described in **Exhibit A**.
6. The State has funds available and desires to provide 80% of the funding for the work. Local Agency will provide the other 20%. State funds may be awarded with “Special Funding”. Special Funding may include but is not limited to one or a combination of Multimodal Transportation & Mitigation Options Funding, Revitalizing Main Streets, Safer Main Streets, Stimulus Funds or COVID Relief. If Special Funding is used there may be an expiration date for the funds. The expiration date applies to grants and local funds used to match grants. To receive payment or credit for the match, Work must be completed or substantially completed, as outlined in the terms of the grant, prior to the expiration date of the Special Funding and invoiced in compliance with the rules outlined in the award of the funding.
7. The Local Agency desires to comply with all state and other applicable requirements, including the State's general administration of the project through this contract, in order to obtain state funds for the project.
8. The Local Agency has estimated the total cost of the work and is prepared to accept the state funding for the work, as evidenced by an appropriate ordinance or resolution duly passed and adopted by the authorized representatives of the Local Agency, which expressly authorizes the Local Agency to enter into this contract and to complete the work under the project. A copy of this ordinance or resolution is attached hereto and incorporated herein as **Exhibit B**.
9. This contract is executed under the authority of §§ 29-1-203, 43-1-110; 43-1-116, 43-2-101(4)(c) and 43-2-144, C.R.S. and **Exhibit B**.
10. The Local Agency is adequately staffed and suitably equipped to undertake and satisfactorily complete some or all of the Work.
11. The Local Agency can more advantageously perform the Work.

THE PARTIES NOW AGREE THAT:

Section 1. Scope of Work

The Project or the Work under this contract shall consist of 6th Street Corridor Safety Improvements project will provide improvements to East 6th Street from Laurel Street to Pine Street, in CITY OF GLENWOOD SPRINGS, Colorado, as more specifically described in **Exhibit A**.

Section 2. Order of Precedence

In the event of conflicts or inconsistencies between this contract and its exhibits, such conflicts or inconsistencies shall be resolved by reference to the documents in the following order of priority:

1. Special Provisions contained in **Section 27** of this contract
2. This contract
3. **Exhibit A** (Scope of Work)
4. **Exhibit B** (Local Agency Resolution)
5. **Exhibit C** (Funding Provisions)
6. **Exhibit D** (Option Letter)
7. **Exhibit E** (PII Certification)
8. **Exhibit F** (Local Agency Contract Administration Checklist)

Section 3. Term

This contract shall be effective upon approval of the State Controller or designee, or on the date made, whichever is later. It shall terminate on April 10, 2033, or sooner if any of the State's funding expires, or is sooner terminated or unless performance is extended in accordance with this Contract.

Section 4. Project Funding Provisions

- A. The Local Agency has estimated the total cost of the work and is prepared to accept the state funding for the work, as evidenced by an appropriate ordinance or resolution duly passed and adopted by the authorized representatives of the Local Agency, which expressly authorizes the Local Agency to enter into this contract and to complete the work under the project. A copy of this ordinance or resolution is attached hereto and incorporated herein as **Exhibit B**.
- B. The parties hereto agree that this contract is contingent upon all funds designated for the project herein being made available from state sources, as applicable. Should these sources fail to provide necessary funds as agreed upon herein, the contract may be terminated by either party, provided that any party terminating its interest and obligations herein shall not be relieved of any obligations which existed prior to the effective date of such termination or which may occur as a result of such termination.
- C. Funding will be detailed in **Exhibit C** of the funding provisions.

Section 5. Project Payment Provisions

- A. The State will reimburse the Local Agency for incurred costs relative to the project following the State's review and approval of such charges, subject to the terms and conditions of this Contract. Provided however, that charges incurred by the Local Agency prior to the date this contract is executed by the State Controller will not be charged by the Local Agency to the project, and will not be reimbursed by the State.
- B. The State will reimburse the Local Agency's reasonable, allocable, allowable costs of Performance of the Work, not exceeding the maximum total amount described in **Exhibit C**. The applicable principles described in 49 C.F.R. 18 Subpart C and 49 C.F.R. 18.22 shall govern the allowability and allocability of costs under this contract. The Local Agency shall comply with all such principles. To be eligible for reimbursement, costs by the Local Agency shall be:
 1. In accordance with the provisions of **Section 5** and with the terms and conditions of this contract;
 2. Necessary for the accomplishment of the Work;
 3. Reasonable in the amount for the goods and services provided;
 4. Actual net cost to the Local Agency (i.e. the price paid minus any refunds, rebates, or other items of value received by the Local Agency that have the effect of reducing the cost actually incurred);
 5. Incurred for Work performed after the effective date of this contract;
 6. Satisfactorily documented.
- C. The Local Agency shall establish and maintain a proper accounting system in accordance with generally accepted accounting standards (a separate set of accounts, or as a separate and integral part of its current accounting scheme) to assure that project funds are expended and costs accounted for in a manner consistent with this contract and project objectives.

1. All allowable costs charged to the project, including any approved services contributed by the Local Agency or others, shall be supported by properly executed payrolls, time records, invoices, contracts or vouchers evidencing in detail the nature of the charges.
 2. Any check or order drawn up by the Local Agency, including any item which is or will be chargeable against the project account shall be drawn up only in accordance with a properly signed voucher then on file in the office of the Local Agency, which will detail the purpose for which said check or order is drawn. All checks, payrolls, invoices, contracts, vouchers, orders or other accounting documents shall be clearly identified, readily accessible, and to the extent feasible, kept separate and apart from all other such documents.
- D. If the Local Agency is to be billed for CDOT incurred costs, the billing procedure shall be as follows:
1. Upon receipt of each bill from the State, the Local Agency will remit to the State the amount billed no later than 60 days after receipt of each bill. Should the Local Agency fail to pay moneys due the State within 60 days of demand or within such other period as may be agreed between the parties hereto, the Local Agency agrees that, at the request of the State, the State Treasurer may withhold an equal amount from future apportionment due the Local Agency from the Highway Users Tax Fund and to pay such funds directly to the State. Interim funds, until the State is reimbursed, shall be payable from the State Highway Supplementary Fund (400).
 2. If the Local Agency fails to make timely payment to the State as required by this section (within 60 days after the date of each bill), the Local Agency shall pay interest to the State at a rate of one percent per month on the amount of the payment which was not made in a timely manner, until the billing is paid in full. The interest shall accrue for the period from the required payment date to the date on which payment is made.
- E. The Local Agency will prepare and submit to the State, no more than monthly, charges for costs incurred relative to the project. The Local Agency's invoices shall include a description of the amounts of services performed, the dates of performance and the amounts and description of reimbursable expenses. The invoices will be prepared in accordance with the State's standard policies, procedures and standardized billing format to be supplied by the State. Additionally, the State shall have no obligation to pay Local Agency for any Work performed or expense incurred after the Agreement Expiration Date or after required billing deadline as specified in the award letter if applicable, whichever is sooner. The State's obligation to pay Agreement Funds will continue until the Agreement Expiration Date. If Agreement Funds expire before the Agreement Expiration Date, then no payments will be made after expiration of Agreement Funds. If the Work will be performed in multiple phases, the period of performance start and end date of each phase is detailed under the Funding Provisions & Performance Period in **Exhibit C**.
- F. To be eligible for payment, billings must be received within 60 days after the period for which payment is being requested and final billings on this contract must be received by the State within 60 days after the end of the contract term.
1. Payments pursuant to this contract shall be made as earned, in whole or in part, from available funds, encumbered for the purchase of the described services. The liability of the State, at any time, for such payments shall be limited to the amount remaining of such encumbered funds.
 2. In the event this contract is terminated, final payment to the Local Agency may be withheld at the discretion of the State until completion of final audit.
 3. Incorrect payments to the Local Agency due to omission, error, fraud or defalcation shall be recovered from the Local Agency by deduction from subsequent payment under this contract or other contracts between the State and Local Agency, or by the State as a debt due to the State.
 4. Any costs incurred by the Local Agency that are not allowable under 49 C.F.R. 18 shall be reimbursed by the Local Agency, or offset against current obligations due by the State to the Local Agency, at the State's election.

Section 6. Option Letter Modification

An option letter may be used to authorize the Local Agency to begin a phase without increasing total budgeted funds, increase or decrease the encumbrance amount as shown on **Exhibit C**, and/or transfer funds from one phase to another. Option letter modification is limited to the specific scenarios listed below. The option letter shall not be deemed valid until signed by the State Controller or an authorized delegate.

- A. Option to begin a phase and/or increase or decrease the encumbrance amount.

The State may authorize the Local Agency to begin a phase that may include Design, Construction, Environmental, Utilities, ROW Incidentals or Miscellaneous (this does not apply to Acquisition/Relocation or Railroads) as detailed in **Exhibit A** and at the same terms and conditions stated in the original Agreement, with the total budgeted funds as shown on **Exhibit C** remaining the same. The State may increase or decrease the encumbrance amount for a particular phase by replacing the original funding exhibit (**Exhibit C**) in the original Agreement with an updated **Exhibit C-1** (subsequent exhibits to **Exhibit C-1** shall be labeled C-2, C-3, etc.). The State may exercise this option by providing a fully executed option to the Local Agency within thirty (30) days before the initial targeted start date of the phase, in a form substantially equivalent to **Exhibit D**. If the State exercises this option, the Agreement will be considered to include this option provision.

- B. Option to transfer funds from one phase to another phase.
The State may permit the Local Agency to transfer funds from one phase (Design, Construction, Environmental, Utilities, ROW Incidentals or Miscellaneous) to another as a result of changes to state, federal, and local match. The original funding exhibit (**Exhibit C**) in the original Agreement will be replaced with an updated **Exhibit C-1** (subsequent exhibits to **Exhibit C-1** shall be labeled C-2, C-3, etc.) and attached to the option letter. The funds transferred from one phase to another are subject to the same terms and conditions stated in the original Agreement with the total budgeted funds remaining the same. The State may unilaterally exercise this option by providing a fully executed option to the Local Agency within thirty (30) days before the initial targeted start date of the phase, in a form substantially equivalent to **Exhibit D**.
- C. Option to do both Options A and B.
The State may authorize the Local Agency to begin a phase as detailed in **Exhibit A**, and encumber and transfer funds from one phase to another. The original funding exhibit (**Exhibit C**) in the original Agreement will be replaced with an updated **Exhibit C-1** (subsequent exhibits to **Exhibit C-1** shall be labeled C-2, C-3, etc.) and attached to the option letter. The addition of a phase and encumbrance and transfer of funds are subject to the same terms and conditions stated in the original Agreement with the total budgeted funds remaining the same. The State may unilaterally exercise this option by providing a fully executed option to the Local Agency within thirty (30) days before the initial targeted start date of the phase, in a form substantially equivalent to **Exhibit D**.

Section 7. State and Local Agency Commitments

The Scope of Work in **Exhibit A** describes the Work to be performed and assigns responsibility of that Work to either the Local Agency or the State. The “Responsible Party” referred to in this contract means the Responsible Party as identified in the Scope of Work in **Exhibit A**.

- A. Design [if applicable]
1. If the Work includes preliminary design or final design (the “Construction Plans”), or design work sheets, or special provisions and estimates (collectively referred to as the “Plans”), the responsible party shall comply with the following requirements, as applicable:
 - a. perform or provide the Plans, to the extent required by the nature of the Work.
 - b. prepare final design (Construction Plans) in accord with the requirements of the latest edition of the American Association of State Highway Transportation Officials (AASHTO) manual or other standard, such as the Uniform Building Code, as approved by CDOT.
 - c. prepare special provisions and estimates in accord with the State’s Roadway and Bridge Design Manuals and Standard Specifications for Road and Bridge Construction or Local Agency specifications if approved by CDOT.
 - d. include details of any required detours in the Plans, in order to prevent any interference of the construction work and to protect the traveling public.
 - e. stamp the Plans produced by a Colorado Registered Professional Engineer.
 - f. provide final assembly of Plans and contract documents.
 - g. be responsible for the Plans being accurate and complete.
 - h. make no further changes in the Plans following the award of the construction contract except by agreement in writing between the parties. The Plans shall be considered final when approved and accepted by the parties hereto, and when final they shall be deemed incorporated herein.
 2. If the Local Agency is the responsible party:
 - a. The local agency shall comply with the requirements of the Americans With Disabilities Act (ADA), and applicable federal regulations and standards as contained in the document “ADA Accessibility Requirements in CDOT Transportation Projects”.

- b. It shall afford the State ample opportunity to review the Plans and make any changes in the Plans that are directed by the State to comply with State requirements.
 - c. It may enter into a contract with a consultant to do all or any portion of the Plans and/or of construction administration. Provided, however, that if federal-aid funds are involved in the cost of such work to be done by a consultant, that consultant contract (and the performance/provision of the Plans under the contract) must comply with all applicable requirements of 23 CFR Part 172 and with any procedures implementing those requirements as provided by the State. If the Local Agency does enter into a contract with a consultant for the Work:
 - (1) it shall submit a certification that procurement of any design consultant contract complied with the requirements of 23 CFR 172.5(1) prior to entering into contract. The State shall either approve or deny such procurement. If denied, the Local Agency may not enter into the contract.
 - (2) it shall ensure that all changes in the consultant contract have prior approval by the State. Such changes in the contract shall be by written supplement agreement. As soon as the contract with the consultant has been awarded by the Local Agency, one copy of the executed contract shall be submitted to the State. Any amendments to such contract shall also be submitted.
 - (3) it shall require that all consultant billings under that contract shall comply with the State's standardized billing format. Examples of the billing formats are available from the CDOT Agreements Office.
 - (4) it (or its consultant) shall use the CDOT procedures described in **Exhibit A** to administer that design consultant subcontract, to comply with 23 CFR 172.5(b).
 - (5) it may expedite any CDOT approval of its procurement process and/or consultant contract by submitting a letter to CDOT from the certifying Local Agency's attorney/authorized representative certifying compliance with 23 CFR 172.5(b).
 - (6) it shall ensure that its consultant contract complies with the requirements of 49 CFR 18.36(i) and contains the following language verbatim:
 - (a) "The design work under this contract shall be compatible with the requirements of the contract between the Local Agency and the State (which is incorporated herein by this reference) for the design/construction of the project. The State is an intended third party beneficiary of this contract for that purpose."
 - (b) "Upon advertisement of the project work for construction, the consultant shall make available services as requested by the State to assist the State in the evaluation of construction and the resolution of construction problems that may arise during the construction of the project."
 - (c) "The consultant shall review the construction contractor's shop drawings for conformance with the contract documents and compliance with the provisions of the State's publication, Standard Specifications for Road and Bridge Construction, in connection with this work."
 - (d) The State, in its discretion, will review construction plans, special provisions and estimates and will cause the Local Agency to make changes therein that the State determines are necessary to assure compliance with State requirements.
- B. Construction [if applicable]
- 1. If the Work includes construction, the responsible party shall perform the construction in accordance with the approved design plans and/or administer the construction all in accord with the Scope of Work in **Exhibit A**. Such administration shall include project inspection and testing; approving sources of materials; performing required plant and shop inspections; documentation of contract payments, testing and inspection activities; preparing and approving pay estimates; preparing, approving and securing the funding for contract modification orders and minor contract revisions; processing contractor claims; construction supervision; and meeting the Quality Control requirements as described in the Scope of Work in **Exhibit A**.
 - 2. The State shall have the authority to suspend the Work, wholly or in part, by giving written notice thereof to the Local Agency, due to the failure of the Local Agency or its contractor to correct project conditions which are unsafe for workers or for such periods as the State may deem necessary due to unsuitable weather, or for conditions considered unsuitable for the prosecution of the Work, or for any other condition or reason deemed by the State to be in the public interest.
 - 3. If the Local Agency is the responsible party:
 - a. it shall appoint a qualified professional engineer, licensed in the State of Colorado, as the Local Agency Project Engineer (LAPE), to perform that administration. The LAPE shall administer the project in accordance with this contract, the requirements of the construction contract and applicable State procedures.

- b. if bids are to be let for the construction of the project, it shall advertise the call for bids upon approval by the State and award the construction contract(s) to the low responsible bidder(s) upon approval by the State.
 - (1) The Local Agency has the option to accept or reject the proposal of the apparent low bidder for work on which competitive bids have been received. The Local Agency must declare the acceptance or rejection within 3 working days after said bids are publicly opened.
 - (2) By indicating its concurrence in such award, the Local Agency, acting by or through its duly authorized representatives, agrees to provide additional funds, subject to their availability and appropriation for that purpose, if required to complete the Work under this project if no additional federal-aid funds will be made available for the project. This paragraph also applies to projects advertised and awarded by the State.
 - c. If all or part of the construction work is to be accomplished by Local Agency personnel (i.e. by force account), rather than by a competitive bidding process, the Local Agency will ensure that all such force account work is accomplished in accordance with the pertinent State specifications and requirements with 23 CFR 635, Subpart B, Force Account Construction.
 - (1) Such work will normally be based upon estimated quantities and firm unit prices agreed to between the Local Agency and the State in advance of the Work, as provided for in 23 CFR 635.204(c). Such agreed unit prices shall constitute a commitment as to the value of the Work to be performed.
 - (2) An alternative to the above is that the Local Agency may agree to participate in the Work based on actual costs of labor, equipment rental, materials supplies and supervision necessary to complete the Work. Where actual costs are used, eligibility of cost items shall be evaluated for compliance with 48 CFR Part 31.
 - (3) Rental rates for publicly owned equipment will be determined in accordance with the State's Standard Specifications for Road and Bridge Construction § 109.04.
 - (4) All force account work shall have prior approval of the State and shall not be initiated until the State has issued a written notice to proceed.
- C. State's obligations
1. The State will perform a final project inspection prior to project acceptance as a Quality Control/Assurance activity. When all Work has been satisfactorily completed, the State will sign a final acceptance form.
 2. Notwithstanding any consents or approvals given by the State for the Plans, the State will not be liable or responsible in any manner for the structural design, details or construction of any major structures that are designed by or are the responsibility of the Local Agency as identified in the Scope of Work in **Exhibit A**, within the Work of this contract.

Section 8. ROW Acquisition and Relocation

If the Project includes right of way, prior to this project being advertised for bids, the Responsible Party will certify in writing to the State that all right of way has been acquired in accordance with the applicable state and federal regulations, or that no additional right of way is required.

Any acquisition/relocation activities must comply with: all applicable federal and state statutes and regulations, including but not limited to the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 as amended (P.L. 91-646) and the Uniform Relocation Assistance and Real Property Acquisition Policies for Federal and Federally Assisted Programs as amended (49 CFR Part 24); CDOT's Right of Way Manual; and CDOT's Policy and Procedural Directives.

Allocation of Responsibilities are as follows:

- Federal participation in right of way acquisition (3111 charges), relocation (3109 charges) activities, if any, and right of way incidentals (expenses incidental to acquisition/relocation of right of way – 3114 charges);
- Federal participation in right of way acquisition (3111 charges), relocation (3109 charges) but no participation in incidental expenses (3114 charges); or
- No federal participation in right of way acquisition (3111 charges) and relocation activities (3109 expenses).

Regardless of the option selected above, the State retains oversight responsibilities. The Local Agency's and the State's responsibilities for each option is specifically set forth in CDOT's Right of Way Manual. The manual is located at http://www.dot.state.co.us/ROW_Manual/.

If right of way is purchased for a state highway, including areas of influence of the state highway, the local agency shall immediately convey title to such right of way to CDOT after the local agency obtains title.

Section 9. Utilities

If necessary, the Responsible Party will be responsible for obtaining the proper clearance or approval from any utility company, which may become involved in this Project. Prior to this Project being advertised for bids, the Responsible Party will certify in writing to the State that all such clearances have been obtained.

Section 10. Railroads

In the event the Project involves modification of a railroad company's facilities whereby the Work is to be accomplished by railroad company forces, the Responsible Party shall make timely application to the Public Utilities Commission requesting its order providing for the installation of the proposed improvements and not proceed with that part of the Work without compliance. The Responsible Party shall also establish contact with the railroad company involved for the purpose of complying with applicable provisions of 23 CFR 646, subpart B, concerning federal-aid projects involving railroad facilities, including:

- A. Executing an agreement setting out what work is to be accomplished and the location(s) thereof, and that the costs of the improvement shall be eligible for federal participation.
- B. Obtaining the railroad's detailed estimate of the cost of the Work.
- C. Establishing future maintenance responsibilities for the proposed installation.
- D. Proscribing future use or dispositions of the proposed improvements in the event of abandonment or elimination of a grade crossing.
- E. Establishing future repair and/or replacement responsibilities in the event of accidental destruction or damage to the installation.

Section 11. Environmental Obligations

The Local Agency shall perform all Work in accordance with the requirements of the current federal and state environmental regulations including the National Environmental Policy Act of 1969 (NEPA) as applicable.

Section 12. Maintenance Obligations

The Local Agency will maintain and operate the improvements constructed under this contract at its own cost and expense during their useful life, in a manner satisfactory to the State. The Local Agency will make proper provisions for such maintenance obligations each year. Such maintenance and operations shall be conducted in accordance with all applicable statutes, ordinances and regulations which define the Local Agency's obligations to maintain such improvements. The State will make periodic inspections of the project to verify that such improvements are being adequately maintained.

Section 13. Record Keeping

The Local Agency shall maintain a complete file of all records, documents, communications, and other written materials, which pertain to the costs incurred under this contract. The Local Agency shall maintain such records for a period of three (3) years after the date of termination of this contract or final payment hereunder, whichever is later, or for such further period as may be necessary to resolve any matters which may be pending. The Local Agency shall make such materials available for inspection at all reasonable times and shall permit duly authorized agents and employees of the State to inspect the project and to inspect, review and audit the project records.

Section 14. Termination Provisions

This contract may be terminated as follows:

- A. Termination for Convenience. The State may terminate this contract at any time the State determines that the purposes of the distribution of moneys under the contract would no longer be served by completion of the project. The State shall effect such termination by giving written notice of termination to the Local Agency and specifying the effective date thereof, at least twenty (20) days before the effective date of such termination.
- B. Termination for Cause. If, through any cause, the Local Agency shall fail to fulfill, in a timely and proper manner, its obligations under this contract, or if the Local Agency shall violate any of the covenants, agreements, or stipulations of this contract, the State shall thereupon have the right to terminate this contract for cause by giving written notice to the Local Agency of its intent to terminate and at least ten (10) days opportunity to cure the default or show cause why termination is otherwise not appropriate. In the event of termination, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs and reports or other material prepared by the Local Agency under this contract shall, at the option of the State, become its property, and the Local Agency shall be entitled to receive just and equitable compensation for any services and supplies delivered and accepted. The Local Agency shall be obligated to return any payments advanced under the provisions of this contract.

Notwithstanding the above, the Local Agency shall not be relieved of liability to the State for any damages sustained by the State by virtue of any breach of the contract by the Local Agency, and the State may withhold payment to the Local Agency for the purposes of mitigating its damages until such time as the exact amount of damages due to the State from the Local Agency is determined.

If after such termination it is determined, for any reason, that the Local Agency was not in default or that the Local Agency's action/inaction was excusable, such termination shall be treated as a termination for convenience, and the rights and obligations of the parties shall be the same as if the contract had been terminated for convenience, as described herein.

- C. **Termination Due to Loss of Funding.** The parties hereto expressly recognize that the Local Agency is to be paid, reimbursed, or otherwise compensated with federal and/or State funds which are available to the State for the purposes of contracting for the Project provided for herein, and therefore, the Local Agency expressly understands and agrees that all its rights, demands and claims to compensation arising under this contract are contingent upon availability of such funds to the State. In the event that such funds or any part thereof are not available to the State, the State may immediately terminate or amend this contract.

Section 15. Legal Authority

The Local Agency warrants that it possesses the legal authority to enter into this contract and that it has taken all actions required by its procedures, by-laws, and/or applicable law to exercise that authority, and to lawfully authorize its undersigned signatory to execute this contract and to bind the Local Agency to its terms. The person(s) executing this contract on behalf of the Local Agency warrants that such person(s) has full authorization to execute this contract.

Section 16. Representatives and Notice

Each individual identified below is the principal representative of the designating Party. All notices required to be given hereunder shall be hand delivered with receipt required or sent by certified or registered mail to such Party's principal representative at the address set forth below. In addition to but not in lieu of a hard-copy notice, notice also may be sent by e-mail to the e-mail addresses, if any, set forth below. Either Party may from time to time designate by written notice substitute addresses or persons to whom such notices shall be sent. Unless otherwise provided herein, all notices shall be effective upon receipt.

If to State

If to the Local Agency

CDOT Region: 3	CITY OF GLENWOOD SPRINGS
Mike Konn	Terri Partch
Project Manager	City Engineer
222 S. 6th Street, Room 317	101 WEST 8TH STREET
Grand Junction, CO 81501	GLENWOOD SPRINGS, CO 81601-3303
970-549-6608	970-945-8582

Section 17. Successors

Except as herein otherwise provided, this contract shall inure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.

Section 18. Third Party Beneficiaries

It is expressly understood and agreed that the enforcement of the terms and conditions of this contract and all rights of action relating to such enforcement, shall be strictly reserved to the State and the Local Agency. Nothing contained in this contract shall give or allow any claim or right of action whatsoever by any other third person. It is the express intention of the State and the Local Agency that any such person or entity, other than the State or the Local Agency receiving services or benefits under this contract shall be deemed an incidental beneficiary only.

Section 19. Governmental Immunity

Notwithstanding any other provision of this contract to the contrary, no term or condition of this contract shall be construed or interpreted as a waiver, express or implied, of any of the immunities, rights, benefits, protection, or other provisions of the Colorado Governmental Immunity Act, § 24-10-101, et seq., C.R.S., as now or hereafter amended. The parties understand and agree that liability for claims for injuries to persons or property arising out of negligence of the State of Colorado, its departments, institutions, agencies, boards, officials and employees is controlled and limited by the provisions of § 24-10-101, et seq., C.R.S., as now or hereafter amended and the risk management statutes, §§ 24-30-1501, et seq., C.R.S., as now or hereafter amended.

Section 20. Severability

To the extent that this contract may be executed and performance of the obligations of the parties may be accomplished within the intent of the contract, the terms of this contract are severable, and should any term or provision hereof be declared invalid or become inoperative for any reason, such invalidity or failure shall not affect the validity of any other term or provision hereof.

Section 21. Waiver

The waiver of any breach of a term, provision, or requirement of this contract shall not be construed or deemed as a waiver of any subsequent breach of such term, provision, or requirement, or of any other term, provision or requirement.

Section 22. Entire Understanding

This contract is intended as the complete integration of all understandings between the parties. No prior or contemporaneous addition, deletion, or other amendment hereto shall have any force or effect whatsoever, unless embodied herein by writing. No subsequent novation, renewal, addition, deletion, or other amendment hereto shall have any force or effect unless embodied in a writing executed and approved pursuant to the State Fiscal Rules.

Section 23. Survival of Contract Terms

Notwithstanding anything herein to the contrary, the parties understand and agree that all terms and conditions of this contract and the exhibits and attachments hereto which may require continued performance, compliance or effect beyond the termination date of the contract shall survive such termination date and shall be enforceable by the State as provided herein in the event of such failure to perform or comply by the Local Agency.

Section 24. Modification and Amendment

This contract is subject to such modifications as may be required by changes in federal or State law, or their implementing regulations. Any such required modification shall automatically be incorporated into and be part of this contract on the effective date of such change as if fully set forth herein. Except as provided above, no modification of this contract shall be effective unless agreed to in writing by both parties in an amendment to this contract that is properly executed and approved in accordance with applicable law.

Section 25. Disputes

Except as otherwise provided in this contract, any dispute concerning a question of fact arising under this contract which is not disposed of by agreement will be decided by the Chief Engineer of the Department of Transportation. The decision of the Chief Engineer will be final and conclusive unless, within 30 calendar days after the date of receipt of a copy of such written decision, the Local Agency mails or otherwise furnishes to the State a written appeal addressed to the Executive Director of the Department of Transportation. In connection with any appeal proceeding under this clause, the Local Agency shall be afforded an opportunity to be heard and to offer evidence in support of its appeal. Pending final decision of a dispute hereunder, the Local Agency shall proceed diligently with the performance of the contract in accordance with the Chief Engineer's decision. The decision of the Executive Director or his duly authorized representative for the determination of such appeals will be final and conclusive and serve as final agency action. This dispute clause does not preclude consideration of questions of law in connection with decisions provided for herein. Nothing in this contract, however, shall be construed as making final the decision of any administrative official, representative, or board on a question of law.

Section 26. Statewide Contract Management System

If the maximum amount payable to Contractor under this Contract is \$100,000 or greater, either on the Effective Date or at any time thereafter, this **§Statewide Contract Management System** applies. Contractor agrees to be governed, and to abide, by the provisions of CRS §24-102-205, §24-102-206, §24-103-601, §24-103.5-101 and §24-105-102 concerning the monitoring of vendor performance on state contracts and inclusion of contract performance information in a statewide contract management system.

Contractor's performance shall be subject to Evaluation and Review in accordance with the terms and conditions of this Contract, State law, including CRS §24-103.5-101, and State Fiscal Rules, Policies and Guidance. Evaluation and Review of Contractor's performance shall be part of the normal contract administration process and Contractor's performance will be systematically recorded in the statewide Contract Management System. Areas of Evaluation and Review shall include, but shall not be limited to quality, cost and timeliness. Collection of information relevant to the performance of Contractor's obligations under this Contract shall be determined by the

specific requirements of such obligations and shall include factors tailored to match the requirements of Contractor's obligations. Such performance information shall be entered into the statewide Contract Management System at intervals established herein and a final Evaluation, Review and Rating shall be rendered within 30 days of the end of the Contract term. Contractor shall be notified following each performance Evaluation and Review, and shall address or correct any identified problem in a timely manner and maintain work progress.

Should the final performance Evaluation and Review determine that Contractor demonstrated a gross failure to meet the performance measures established hereunder, the Executive Director of the Colorado Department of Personnel and Administration (Executive Director), upon request by the Department of Transportation and showing of good cause, may debar Contractor and prohibit Contractor from bidding on future contracts. Contractor may contest the final Evaluation, Review and Rating by: **(a)** filing rebuttal statements, which may result in either removal or correction of the evaluation (CRS §24-105-102(6)), or **(b)** under CRS §24-105-102(6), exercising the debarment protest and appeal rights provided in CRS §§24-109-106, 107, 201 or 202, which may result in the reversal of the debarment and reinstatement of Contractor, by the Executive Director, upon showing of good cause.

Section 27. COLORADO SPECIAL PROVISIONS (COLORADO FISCAL RULE 3-3).

These Special Provisions apply to all contracts except where noted in italics.

A. STATUTORY APPROVAL. §24-30-202(1), C.R.S.

This Contract shall not be valid until it has been approved by the Colorado State Controller or designee. If this Contract is for a Major Information Technology Project, as defined in §24-37.5-102(2.6), then this Contract shall not be valid until it has been approved by the State's Chief Information Officer or designee.

B. FUND AVAILABILITY. §24-30-202(5.5), C.R.S.

Financial obligations of the State payable after the current State Fiscal Year are contingent upon funds for that purpose being appropriated, budgeted, and otherwise made available.

C. GOVERNMENTAL IMMUNITY.

Liability for claims for injuries to persons or property arising from the negligence of the State, its departments, boards, commissions committees, bureaus, offices, employees and officials shall be controlled and limited by the provisions of the Colorado Governmental Immunity Act, §24-10-101, et seq., C.R.S.; the Federal Tort Claims Act, 28 U.S.C. Pt. VI, Ch. 171 and 28 U.S.C. 1346(b), and the State's risk management statutes, §§24-30-1501, et seq. C.R.S. No term or condition of this Contract shall be construed or interpreted as a waiver, express or implied, of any of the immunities, rights, benefits, protections, or other provisions, contained in these statutes.

D. INDEPENDENT CONTRACTOR

Contractor shall perform its duties hereunder as an independent contractor and not as an employee. Neither Contractor nor any agent or employee of Contractor shall be deemed to be an agent or employee of the State. Contractor shall not have authorization, express or implied, to bind the State to any agreement, liability or understanding, except as expressly set forth herein. **Contractor and its employees and agents are not entitled to unemployment insurance or workers compensation benefits through the State and the State shall not pay for or otherwise provide such coverage for Contractor or any of its agents or employees. Contractor shall pay when due all applicable employment taxes and income taxes and local head taxes incurred pursuant to this Contract. Contractor shall (i) provide and keep in force workers' compensation and unemployment compensation insurance in the amounts required by law, (ii) provide proof thereof when requested by the State, and (iii) be solely responsible for its acts and those of its employees and agents.**

E. COMPLIANCE WITH LAW.

Contractor shall comply with all applicable federal and State laws, rules, and regulations in effect or hereafter established, including, without limitation, laws applicable to discrimination and unfair employment practices.

F. CHOICE OF LAW, JURISDICTION, AND VENUE.

Colorado law, and rules and regulations issued pursuant thereto, shall be applied in the interpretation, execution, and enforcement of this Contract. Any provision included or incorporated herein by reference which conflicts with said laws, rules, and regulations shall be null and void. All suits or actions related to this Contract shall be

filed and proceedings held in the State of Colorado and exclusive venue shall be in the City and County of Denver.

G. PROHIBITED TERMS.

Any term included in this Contract that requires the State to indemnify or hold Contractor harmless; requires the State to agree to binding arbitration; limits Contractor's liability for damages resulting from death, bodily injury, or damage to tangible property; or that conflicts with this provision in any way shall be void ab initio. Nothing in this Contract shall be construed as a waiver of any provision of §24-106-109 C.R.S. Any term included in this Contract that limits Contractor's liability that is not void under this section shall apply only in excess of any insurance to be maintained under this Contract, and no insurance policy shall be interpreted as being subject to any limitations of liability of this Contract.

H. SOFTWARE PIRACY PROHIBITION.

State or other public funds payable under this Contract shall not be used for the acquisition, operation, or maintenance of computer software in violation of federal copyright laws or applicable licensing restrictions. Contractor hereby certifies and warrants that, during the term of this Contract and any extensions, Contractor has and shall maintain in place appropriate systems and controls to prevent such improper use of public funds. If the State determines that Contractor is in violation of this provision, the State may exercise any remedy available at law or in equity or under this Contract, including, without limitation, immediate termination of this Contract and any remedy consistent with federal copyright laws or applicable licensing restrictions.

I. EMPLOYEE FINANCIAL INTEREST/CONFLICT OF INTEREST. §§24-18-201 and 24-50-507, C.R.S.

The signatories aver that to their knowledge, no employee of the State has any personal or beneficial interest whatsoever in the service or property described in this Contract. Contractor has no interest and shall not acquire any interest, direct or indirect, that would conflict in any manner or degree with the performance of Contractor's services and Contractor shall not employ any person having such known interests.

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Section 28. SIGNATURE PAGE

THE PARTIES HERETO HAVE EXECUTED THIS AGREEMENT

*** Persons signing for the Local Agency hereby swear and affirm that they are authorized to act on the Local Agency's behalf and acknowledge that the State is relying on their representations to that effect.**

THE LOCAL AGENCY CITY OF GLENWOOD SPRINGS Name: _____ (print name) Title: _____ (print title) _____ *Signature Date: _____	STATE OF COLORADO Jared S. Polis Department of Transportation By _____ Keith Stefanik, P.E., Chief Engineer (For) Shoshana M. Lew, Executive Director Date: _____
2nd Local Agency Signature if needed Name: _____ (print name) Title: _____ (print title) _____ *Signature Date: _____	STATE OF COLORADO LEGAL REVIEW Philip J. Weiser, Attorney General By _____ Signature – Assistant Attorney General Date: _____

ALL AGREEMENTS REQUIRE APPROVAL BY THE STATE CONTROLLER

CRS §24-30-202 requires the State Controller to approve all State Agreements. This Agreement is not valid until signed and dated below by the State Controller or delegate. The Local Agency is not authorized to begin performance until such time. If the Local Agency begins performing prior thereto, the State of Colorado is not obligated to pay the Local Agency for such performance or for any goods and/or services provided hereunder.

STATE OF COLORADO STATE CONTROLLER Robert Jaros, CPA, MBA, JD By: _____ Colorado Department of Transportation Date: _____

EXHIBIT A
SCOPE OF WORK

Name of Project: - City of Glenwood Springs – 6th Street Corridor Safety- Improvements
Project Number: M535-010
SubAccount #: 25358

The 6th Street Corridor Safety Improvements project will provide improvements to East 6th Street from Laurel Street to Pine Street. The project will convert the existing five vehicular travel lanes into a two-way Complete Street with two 10-ft wide travel lanes and wider 9-foot walkways with 5-foot amenity zones adjacent to the curb for street trees, benches, lighting, bike racks, and trash receptacles. On the north side of the street, an 8-foot wide, two-way protected bike lane and 3-foot buffer zone will be adjacent to the curb. The project will improve pedestrian and bicycle access and safety and will improve vehicle safety by lowering speeds and improving parking sight distance.

If this project is funded with Revitalizing Main Streets Funding (RMS) these funding expenditures must be invoiced by June 1st of the year they expire.

By accepting funds for this Scope of Work, Local Agency acknowledges, understands, and accepts the continuing responsibility for the safety of the traveling public after initial acceptance of the project. **Local Agency is responsible for maintaining and operating the scope of work described in this Exhibit A constructed under this Agreement at its own cost and expense during its useful life.**

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EXHIBIT B
LOCAL AGENCY RESOLUTION (IF APPLICABLE)

EXHIBIT C- FUNDING PROVISIONS**City of Glenwood Springs – M535-010 (25358)****A. Cost of Work Estimate**

The Local Agency has estimated the total cost the Work to be \$1,458,750.00, which is to be funded as follows:

1. FUNDING		
a. State Funds (80% of RMS)		\$1,167,000.00
b. Local Agency Funds (20% of RMS)		\$291,750.00
TOTAL FUNDS ALL SOURCES		\$1,458,750.00
2. ESTIMATED PAYMENT TO LOCAL AGENCY		
a. RMS State Funds Budgeted		\$1,167,000.00
b. Less Estimated State Share of CDOT-Incurred Costs		\$0.00
TOTAL ESTIMATED PAYMENT TO LOCAL AGENCY	80%	\$1,167,000.00
TOTAL ESTIMATED FUNDING BY LOCAL AGENCY	20%	\$291,750.00
TOTAL PROJECT ESTIMATED FUNDING	100.00%	\$1,458,750.00
3. FOR CDOT ENCUMBRANCE PURPOSES		
a. Total Encumbrance Amount (Only State funds are encumbered)		\$1,167,000.00
b. Less ROW Acquisition 3111 and/or ROW Relocation 3109		\$0.00
NET TO BE ENCUMBERED BY CDOT IS AS FOLLOWS		\$1,167,000.00

Note: No funds are currently available. Design and Construction funds will become available after execution of an Option letter (Exhibit D) or formal Amendment.

25358.10.30	Performance Period Start*/End Date	Design 3020	\$0.00
	N/A		
25358.20.10	Performance Period Start*/End Date	Const. 3301	\$0.00
	N/A		

*The Local Agency should not begin work until both of the following are in place: 1) the execution of the document encumbering funds for the respective phase; and 2) Local Agency receipt of the official Notice to Proceed. Any work performed before these two (2) milestones are achieved will not be reimbursable.

B. Funding Ratios

The funding ratio for the State funds for this Work is 80% State funds to 20% Local Agency funds, and this ratio applies only to the \$1,458,750.00 that is eligible for State funding. All other costs are borne by the Local Agency at 100%. If the total cost of performance of the Work exceeds \$1,458,750.00, and additional State funds are not available, the Local Agency shall pay all such excess costs. If the total cost of performance of the Work is less than \$1,458,750.00, then the amounts of Local Agency and State funds will be decreased in accordance with the funding ratio described herein. **This applies to the entire scope of Work.**

C. Maximum Amount Payable

The maximum amount payable to the Local Agency under this Agreement shall be \$1,167,000.00. For CDOT accounting purposes, the State funds of \$1,167,000.00 will be encumbered, but the Local Agency funds of \$291,750.00 will NOT be encumbered. The total budget of this project is \$1,458,750.00, unless this amount is increased by an executed amendment before any increased cost is incurred. The total cost of the Work is the best estimate available, based on the design data as approved at the time of execution of this Agreement, and any cost is subject to revisions agreed to by the parties prior to bid and award. The maximum amount payable will be reduced without amendment when the actual amount of the Local

Agency's awarded Agreement is less than the budgeted total of the State funds and the Local Agency funds. The maximum amount payable will be reduced through the execution of an Option Letter as described in Section 6 of this contract. **This applies to the entire scope of Work.**

Exhibit D

SAMPLE OPTION LETTER

(This option has been created by the Office of the State Controller for CDOT use only)

NOTE: This option is limited to the specific contract scenarios listed below AND may be used in place of exercising a formal amendment.

Date:	State Fiscal Year:	Option Letter No.	Option Letter CMS Routing # Option Letter OLA #
Original Contract CMS #		Original Contract #	

Vendor name:

SUBJECT:

Option to unilaterally authorize the Local Agency to begin a phase which may include Design, Construction, Environmental, Utilities, ROW incidentals or Miscellaneous ONLY (*does not apply to Acquisition/Relocation or Railroads*) and to update encumbrance amounts (*a new Exhibit C must be attached with the option letter and shall be labeled C-1, future changes for this option shall be labeled as follows: C-2, C-3, C-4, etc.*).

Option to unilaterally transfer funds from one phase to another phase (a new Exhibit C must be attached with the option letter and shall be labeled C-1, future changes for this option shall be labeled as follows: C-2, C-3, C-4, etc.).

Option to unilaterally do both A and B (a new Exhibit C must be attached with the option letter and shall be labeled C-1, future changes for this option shall be labeled as follows: C-2, C-3, C-4, etc.).

Option to extend the term of this Agreement.

REQUIRED PROVISIONS:

Option A (*Insert the following language for use with the Option A*):

In accordance with the terms of the original Agreement (*insert CMS routing # of the original Agreement*) between the State of Colorado, Department of Transportation and (*insert the Local Agency's name here*), the State hereby exercises the option to authorize the Local Agency to begin a phase that will include (*describe which phase will be added and include all that apply – Design, Construction, Environmental, Utilities, ROW incidentals or Miscellaneous*) and to encumber previously budgeted funds for the phase based upon changes in funding availability and authorization. The encumbrance for (*Design, Construction, Environmental, Utilities, ROW incidentals or Miscellaneous*) is (*insert dollars here*). A new **Exhibit C-1** is made part of the original Agreement and replaces **Exhibit C**. (*The following is a NOTE only, please delete when using this option. Future changes for this option for Exhibit C shall be labeled as follows: C-2, C-3, C-4, etc.*).

Option B (*Insert the following language for use with Option B*):

In accordance with the terms of the original Agreement (*insert CMS # of the original Agreement*) between the State of Colorado, Department of Transportation and (*insert the Local Agency's name here*), the State hereby exercises the option to transfer funds from (*describe phase from which funds will be moved*) to (*describe phase to which funds will be moved*) based on variance in actual phase costs and original phase estimates. A new **Exhibit C-1** is made part of the original Agreement and replaces **Exhibit C**. (*The following is a NOTE only so please delete when using this option: future changes for this option for Exhibit C shall be labeled as follows: C-2, C-3, C-4, etc.*).

Option C (*Insert the following language for use with Option C*):

In accordance with the terms of the original Agreement (*insert CMS routing # of original Agreement*) between the State of Colorado, Department of Transportation and (*insert the Local Agency's name here*), the State hereby exercises the option to 1) release the Local Agency to begin a phase that will include (*describe which phase will be added and include all that apply – Design, Construction, Environmental, Utilities, ROW incidentals or Miscellaneous*); 2) to encumber funds for the phase based upon changes in funding availability and authorization; and 3) to transfer funds from (*describe phase from which funds will be moved*) to (*describe phase to which funds will be moved*) based on variance in actual phase costs and original phase estimates. A new **Exhibit C-1** is made part of the original Agreement and replaces **Exhibit C**. (*The following is a NOTE only so please delete when using this option: future changes for this option for **Exhibit C** shall be labeled as follows: C-2, C-3, C- 4, etc.*).

(*The following language must be included on options A, B and C*):

The total encumbrance as a result of this option and all previous options and/or amendments is now (*insert total encumbrance amount*), as referenced in **Exhibit (C-1, C-2, etc., as appropriate)**. The total budgeted funds to satisfy services/goods ordered under the Agreement remains the same: (*indicate total budgeted funds*) as referenced in **Exhibit (C-1, C-2, etc., as appropriate)** of the original Agreement.

The effective date of this option letter is upon approval of the State Controller or delegate.

APPROVALS:

State of Colorado:

Jared S. Polis, Governor

By: Date:

Executive Director, Colorado Department of Transportation

ALL CONTRACTS MUST BE APPROVED BY THE STATE CONTROLLER

CRS §24-30-202 requires the State Controller to approve all State Contracts. This Agreement is not valid until signed and dated below by the State Controller or delegate. Contractor is not authorized to begin performance until such time. If the Local Agency begins performing prior thereto, the State of Colorado is not obligated to pay the Local Agency for such performance or for any goods and/or services provided hereunder.

State Controller Robert Jaros, CPA, MBA, JD

By: Date:

Exhibit D - Page 2 of 2

EXHIBIT E

PII Certification

STATE OF COLORADO

**LOCAL AGENCY CERTIFICATION FOR ACCESS TO PII THROUGH A
DATABASE OR AUTOMATED NETWORK**

Pursuant to § 24-74-105, C.R.S., I, _____, on behalf of _____ (legal name of Local Agency) (the “Local Agency”), hereby certify under the penalty of perjury that the Local Agency has not and will not use or disclose any Personal Identifying Information, as defined by § 24-74-102(1), C.R.S., for the purpose of investigating for, participating in, cooperating with, or assisting Federal Immigration Enforcement, including the enforcement of civil immigration laws, and the Illegal Immigration and Immigrant Responsibility Act, which is codified at 8 U.S.C. §§ 1325 and 1326, unless required to do so to comply with Federal or State law, or to comply with a court-issued subpoena, warrant or order.

I hereby represent and certify that I have full legal authority to execute this certification on behalf of the Local Agency.

Signature: _____

Printed Name: _____

Title: _____

Date: _____

Exhibit F

Local Agency Contract Administration Checklist

COLORADO DEPARTMENT OF TRANSPORTATION LOCAL AGENCY CONTRACT ADMINISTRATION CHECKLIST - STATE			
Project No. M535-010	STIP No. SR37016.009	Project Code 25358	Region R3
Project Name 6th Street Corridor Safety Improvements			Date 7/8/2022
Project Description Project will provide improvements to East 6th Street from Laurel Street to Pine Street.			
Local Agency City of Glenwood Springs	Local Agency Project Manager TBD		
CDOT Resident Engineer Andrew Knapp / (970) 384-3328	CDOT Project Manager Mike Konn / 970-549-6608 (cell)		
INSTRUCTIONS: This checklist shall be used to establish the contractual administrative responsibilities of the individual parties to this agreement. The checklist becomes an attachment to the Local Agency Agreement. Section numbers (NO.) correspond to the applicable chapters of the <i>CDOT Local Agency Desk Reference (Local Agency Manual)</i> . LAWR numbers correspond to the applicable flowchart in the Local Agency Web Resource. The checklist shall be prepared by placing an X under the responsible party, opposite each of the tasks. The X denotes the party responsible for initiating and executing the task. Only one responsible party should be selected. When neither CDOT nor the Local Agency is responsible for a task, not applicable (NA) shall be noted. In addition, # will denote that CDOT must concur or approve. Tasks that will be performed by Headquarters staff are indicated with an X in the CDOT column under Responsible Party. The Regions, in accordance with established policies and procedures, will determine who will perform all other tasks that are the responsibility of CDOT. The checklist shall be prepared by the CDOT Resident Engineer or the CDOT Project Manager, in cooperation with the Local Agency Project Manager, and submitted to the Region Program Engineer. If contract administration responsibilities change, the CDOT Resident Engineer, in cooperation with the Local Agency Project Manager, will prepare and distribute a revised checklist. Note: Failure to comply with applicable Federal and State requirements may result in the loss of Federal or State participation in funding.			

LA WR	NO.	DESCRIPTION OF TASK	RESPONSIBLE PARTY	
			LA	CDOT
		TIP / STIP AND LONG-RANGE PLANS		
	2.1	Review Project to ensure it is consistent with Statewide Plan and amendments thereto		X
		FEDERAL FUNDING OBLIGATION AND AUTHORIZATION		
	4.1	Authorize funding by phases (Requires FHWA concurrence/involvement if Federal-aid Highway funded project.). <i>Please write in "NA", if Not Applicable.</i>		X
		PROJECT DEVELOPMENT		
1	5.1	Prepare Design Data - CDOT Form 463	X	X
	5.2	Determine Delivery Method	X	X
	5.3	Prepare Local Agency/CDOT Inter-Governmental Agreement (see also Chapter 3)		X
2	5.4	Conduct Consultant Selection/Execute Consultant Agreement - Project Development - Construction Contract Administration (including Fabrication Inspection Services)	X	
3,3A	5.5	Conduct Design Scoping Review Meeting	X	
3,6	5.6	Conduct Public Involvement	X	

LA WR	NO.	DESCRIPTION OF TASK	RESPONSIBLE PARTY	
			LA	CDOT
3	5.7	Conduct Field Inspection Review (FIR)	X	
4	5.8	Conduct Environmental Processes (may require FHWA concurrence/involvement)		X
5	5.9	Acquire Right-of-Way (may require FHWA concurrence/involvement)	X	
3	5.10	Obtain Utility and Railroad Agreements	X	
3	5.11	Conduct Final Office Review (FOR)	X	
3A	5.12	Justify Force Account Work by the Local Agency	X	
3B	5.13	Justify Proprietary, Sole Source, or Local Agency Furnished Items	X	
3	5.14	Document Design Exceptions - CDOT Form 464	X	X
	5.15	Seek Permission for use of Guaranty and Warranty Clauses	X	
3	5.18	Prepare Plans, Specifications, Construction Cost Estimates and Submittals	X	
	5.19	Comply with Requirements for Off-and On-System Bridges & Other Structural Work	X	
	5.20	Update Approvals on PS&E Package if Project Schedule Delayed	X	
	5.21	Ensure Authorization of Funds for Construction		X
	5.22	Use Electronic Signatures	X	X
	5.23	File Project Development Records/Documentation in ProjectWise		X
PROJECT DEVELOPMENT CIVIL RIGHTS AND LABOR COMPLIANCE				
3	6.1	Set Disadvantaged Business Enterprise (DBE) Goals for Consultant and Construction Contracts (CDOT Region Civil Rights Office).		N/A
	6.2	Determine Applicability of Davis-Bacon Act This project ☒ is ☐ is not exempt from Davis-Bacon requirements as determined by the functional classification of the project location (Projects located on local roads and rural minor collectors may be exempt.) Andrew Knapp 7/8/2022 _____ CDOT Resident Engineer Date		N/A
	6.3	Set On-the-Job Training Goals (CDOT Region Civil Rights Office) "NA", if Not Applicable		N/A
	6.4	Enforce Prompt Payment Requirements	X	
	6.5	Use Electronic Tracking and Submission Systems – B2GNow ☒ LCPtracker ☐	X	
3	6.6	Prepare/submit Title VI Plan and Incorporate Title VI Assurances	X	
6,7	6.7	Ensure the correct Federal Wage Decision, all required Disadvantaged Business Enterprise/On-the-Job Training special provisions and FHWA Form 1273 are included in the Contract (CDOT Resident Engineer)	N/A	N/A
ADVERTISE, BID AND AWARD of CONSTRUCTION PROJECTS				
Federal Project (use 7.1 series in Chapter 7) ☐ Non-Federal Project (Use 7.2 series in Chapter 7) ☒				
6,7	7.1	Obtain Approval for Advertisement Period of Less Than Three Weeks;	X	
7	7.2	Advertise for Bids	X	
7	7.3	Concurrence to Advertise	X	X
7	7.4	Distribute "Advertisement Set" of Plans and Specifications	X	
7	7.5	Review Worksite & Plan Details w/ Prospective Bidders While Project Is Under Ad	X	
7	7.6	Open Bids	X	
7	7.7	Process Bids for Compliance	X	
	7.8	Check CDOT Form 1415 – Commitment Confirmation when the low bidder meets DBE goals. (Please write in "NA", if Not Applicable)		N/A
	7.9	Evaluate CDOT Form 1416 - Good Faith Effort Report and determine if the Contractor has made a good faith effort when the low bidder does not meet DBE goals. "NA", if Not Applicable.		N/A
	7.10	Submit required documentation for CDOT award concurrence		X
	7.11	Concurrence from CDOT to Award		X
	7.12	Approve Rejection of Low Bidder		X
7,8	7.13	Award Contract (Federal & State funded projects)	X	

LA WR	NO.	DESCRIPTION OF TASK	RESPONSIBLE PARTY	
			LA	CDOT
8	7.14	Provide "Award" and "Record" Sets of Plans and Specifications (federal)	x	
		CONSTRUCTION MANAGEMENT		
8	Intro	File Project Construction Records/Documentation in ProjectWise or as directed		x
8	8.1	Issue Notice to Proceed to the Contractor	x	
8	8.2	Project Safety	x	
8	8.3	Conduct Conferences:		
	8.4	Pre-construction Conference (Appendix B) • Fabrication Inspection Notifications	x	
	8.5	Pre-survey • Construction staking • Monumentation	x	
	8.6	Partnering (Optional)	x	
	8.7	Structural Concrete Pre-Pour (Agenda is in <i>CDOT Construction Manual</i>)	x	
	8.8	Concrete Pavement Pre-Paving (Agenda is in <i>CDOT Construction Manual</i>)	x	
	8.9	HMA Pre-Paving (Agenda is in <i>CDOT Construction Manual</i>)	x	
8	8.10	Develop and distribute Public Notice of Planned Construction to media and local residents	x	
9	8.11	Supervise Construction		
	8.12	A Professional Engineer (PE) registered in Colorado, who will be "in responsible charge of construction supervision." TBD _____ Phone number Local Agency Professional Engineer or CDOT Resident Engineer	x	
	8.13	Provide competent, experienced staff who will ensure the Contract work is constructed in accordance with the plans and specifications	x	
	8.14	Construction inspection and documentation (including projects with structures)	x	
	8.15	Fabrication Inspection and documentation	x	
9	8.16	Review and Approve Shop Drawings	x	x
9	8.17	Perform Traffic Control Inspections	x	x
9	8.18	Perform Construction Surveying	x	
9	8.19	Monument Right-of-Way	x	
9,9A	8.20	Prepare and Approve Interim and Final Contractor Pay Estimates. Collect and review CDOT Form 1418 (or equivalent) or use compliance software system. Provide the name and phone number of the person authorized for this task. TBD _____ Phone number Local Agency Representative	x	
9	8.21	Prepare and Approve Interim and Final Utility and Railroad Billings	x	
9B	8.22	Prepare and Authorize Change Orders	x	x
9B	8.23	Submit Change Order Package to CDOT	x	
9A	8.24	Prepare Local Agency Reimbursement Requests	x	
9	8.25	Monitor Project Financial Status	x	x
9	8.26	Prepare and Submit Monthly Progress Reports	x	
9	8.27	Resolve Contractor Claims and Disputes	x	
	8.28	Conduct Routine and Random Project Reviews Provide the name and phone number of the person responsible for this task. Andrew Knapp or designee (970) 384-3328 _____ Phone number CDOT Resident Engineer		x
9	8.29	Ongoing Oversight DBE Participation - may be req'd for Fed. funded Design only projects	N/A	

LA WR	NO.	DESCRIPTION OF TASK	RESPONSIBLE PARTY	
			LA	CDOT
		MATERIALS		
9,9C	9.1	Discuss Materials at Pre-Construction Meeting Buy America documentation required prior to installation of steel	x	x
9,9C	9.2	Complete CDOT Form 250 - Materials Documentation Record - Generate form, which includes determining the minimum number of required tests and applicable material submittals for all materials placed on the project - Update the form as work progresses - Complete and distribute form after work is completed	x	x
9C	9.3	Perform Project Acceptance Samples and Tests	x	
9C	9.4	Perform Laboratory Acceptance Tests	x	
9C	9.6	Accept Manufactured Products Inspection of structural components: - Fabrication of structural steel and pre-stressed concrete structural components - Bridge modular expansion devices (0" to 6" or greater) - Fabrication of bearing devices	x	
9C	9.6	Approve Sources of Materials	x	
9C	9.7	Independent Assurance Testing (IAT) Local Agency Procedures ☐ CDOT Procedures ☒ - Generate IAT schedule - Schedule and provide notification - Conduct IAT		x
9C	9.8	Approve mix designs - Concrete - Hot mix asphalt	x	x
9C	9.9	Check Final Materials Documentation	x	x
9C	9.10	Complete and Distribute Final Materials Documentation	x	
		CONSTRUCTION CIVIL RIGHTS AND LABOR COMPLIANCE		
9	10.1	Fulfill Project Bulletin Board and Pre-Construction Packet Requirements	x	
8,9	10.2	Process CDOT Form 205 - Sublet Permit Application and CDOT Form 1425 - Supplier Application Approval Request. Review & sign completed forms, or review/approve in compliance software system, as applicable, & submit to Region Civil Rights Office.	N/A	
9	10.3	Conduct Equal Employment Opportunity and Labor Compliance Verification Employee Interviews. Complete CDOT Form 280	N/A	
9	10.4	Monitor Disadvantaged Business Enterprise Participation to Ensure Compliance with the "Commercially Useful Function" Requirements	N/A	
9	10.5	Conduct Interviews When Project Utilizes On-the-Job Trainees. - Complete CDOT Form 1337 - Contractor Commitment to Meet OJT Requirements. - Complete CDOT Form 838 - OJT Trainee / Apprentice Record. - Complete CDOT Form 200 - OJT Training Questionnaire	N/A	
9	10.6	Check Certified Payrolls (Contact the Region Civil Rights Office for training reqmts.)	x	
9	10.7	Submit FHWA Form 1391 - Highway Construction Contractor's Annual EEO Report	N/A	
	10.8	Contract Compliance and Project Site Reviews		x
		FINALS		
	11.1	Conduct Final Project Inspection & Final Inspection of Structures, if applicable		x
10	11.2	Write Final Project Acceptance Letter	x	
10	11.3	Advertise for Final Settlement	x	
11	11.4	Prepare and Distribute Final As-Constructed Plans	x	
11	11.5	Prepare EEO Certification and Collect EEO Forms	x	
11	11.6	Check Final Quantities, Plans, and Pay Estimate; Check Project Documentation; and submit Final Certifications	x	

LA WK	NO.	DESCRIPTION OF TASK	RESPONSIBLE PARTY	
			LA	CDOT
11	11.7	Check Material Documentation and Accept Final Material Certification (See Chapter 9)	x	
	11.8	Review CDOT Form 1419 - DBE Participation Report		x
	11.9	Submit CDOT Professional Services Closeout Report Form	x	
	11.10	Complete and Submit CDOT Form 1212 LA – Final Acceptance Report (by CDOT)		x
11	11.11	Process Final Payment	x	
	11.12	Close out Local Project	x	
	11.13	Complete and Submit CDOT Form 950 - Project Closure		x
11	11.14	Retain Project Records	x	
11	11.15	Retain Final Version of Local Agency Contract Administration Checklist	x	

cc: CDOT Resident Engineer/Project Manager
CDOT Region Program Engineer
CDOT Region Civil Rights Office

CDOT Region Materials Engineer
CDOT Contracts and Market Analysis Branch
Local Agency Project Manager



City Council
STAFF REPORT
City of Glenwood Springs
May 18, 2023

Agenda Item:	Ordinance 2023-08; Creation of Workforce Housing Fund Advisory Board (WHFAB) (Second Reading)
Action Requested:	Creation of advisory commission.
Department:	Economic and Community Development
Presented By:	Watkins Fulk-Gray, Hannah Klausman
Strategic Goals:	Protect and Preserve our Quality of Life
Background Info:	The creation of the proposed Workforce Housing Fund Advisory Board (WHFAB) has been reviewed by members of the Glenwood Community Housing Coalition and the Housing Commission. The ordinance to create the commission was passed on first reading on May 4, 2023.
Issues:	None at this time.
Fiscal Impact:	None.
Legal Review:	Legal has drafted and reviewed the proposed ordinance.
Staff Recommendation:	Staff defers to Council.

ORDINANCE NO. 08

Series of 2023

AN ORDINANCE OF THE CITY OF GLENWOOD SPRINGS, COLORADO, AMENDING ARTICLE 020.020 OF THE GLENWOOD SPRINGS MUNICIPAL CODE TO PROVIDE FOR A WORKFORCE HOUSING FUND ADVISORY BOARD.

WHEREAS, the City of Glenwood Springs (“Glenwood Springs” or the “City”) is a home- rule municipality organized under Article XX of the Colorado Constitution and with the authority of the Glenwood Springs Home Rule Charter; and

WHEREAS, in November of 2022, voters passed ballot measure 2C, a 2.5% increase to the City's lodging tax dedicated to efforts to increase workforce housing through a multitude of potential programs or actions that were detailed in the ballot language; and

WHEREAS, in the enabling legislation for the ballot measure, Ordinance 2022-22, City Council tasked a Workforce Housing Fund Advisory Board to make recommendations to City Council pertaining to expenditures of the fund; and

WHEREAS, upon approval of Measure 2C, City Council requested City Staff work with members of the Glenwood Community Housing Coalition (the “Coalition”) to develop recommendations for the structure the Workforce Housing Fund Advisory Board; and

WHEREAS, Staff and the City's Housing Commission have engaged with representatives of the Coalition to create the framework of the Board discussed in **Exhibit A**, attached.

WHEREAS, City Council finds that these amendments are consistent with Article 020.020 of the Code, are necessary to address a demonstrated community need, and are consistent with the general purpose and intent of the Code; and

WHEREAS, City Council finds it is necessary and proper to amend portions of Article 020.020 of the Glenwood Springs Municipal Code as provided in this ordinance to establish a Workforce Housing Fund Advisory Board.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GLENWOOD SPRINGS, COLORADO, ORDAINS:

Section 1. The foregoing recitals are incorporated herein as if set forth in full.

Section 2. Article 020.020 of the Glenwood Springs Municipal Code is hereby amended as set forth below with double underline text added and ~~strikethrough~~ text deleted.

020.020.010 – Boards and commissions created.

- (10) ~~Reserved.~~ Workforce Housing Fund Advisory Board,

020.020.020 – Composition of boards and commissions.

- (10) ~~Reserved.~~ Workforce Housing Fund Advisory Board

a. Seven (7) citizens, at least five (5) who are residents of the City and two (2) who may reside outside of the City but within Garfield County. The membership shall reflect the diversity of Glenwood Springs to ensure that the entire community and its needs are represented.

020.020.030 - Powers and duties of boards and commissions.

- (j) ~~Reserved.~~ Powers and duties of Workforce Housing Fund Advisory Board. The Powers and duties of Workforce Housing Fund Advisory Board shall be:

- (1) To advise City Council on the creation of workforce housing programs for 2C funds.
- (2) To evaluate and make recommendations regarding eligibility of projects for 2C funds and if funding is within the approved housing plan.
- (3) To ensure and advise City Council regarding whether funding is being used as intended.
- (4) To make recommendations within parameters of established housing programs.
- (5) Reporting on expended funds and program metrics to City Council on a twice-yearly basis, which report shall be made public.

020.020.040 - Appointment, removal, term and vacancies of boards and commissions.

- (a) Appointment and term of members. Except as otherwise provided, all appointments to the boards and commissions shall be by the City Council for terms of three (3) years each, and each member shall serve until his/her successor is appointed and takes office;

provided, however, that the initial terms of office may be shortened by the City Council so as to provide overlapping terms of office. Appointments shall expire the day before the first regular meeting of the City Council in each month according to the following schedule:

(3) April:

Local Liquor Licensing Authority;

Victim's Witnesses Assistance and Law Enforcement Board;

Historic Preservation Commission;

Workforce Housing Fund Advisory Board;

Glenwood Springs Housing Commission.

INTRODUCED, READ ON FIRST READING, PASSED AND ORDERED
PUBLISHED BY TITLE ONLY THIS 4th DAY OF MAY 2023.

CITY OF GLENWOOD SPRINGS, COLORADO

Ingrid Wussow, Mayor

ATTEST:

Ryan Muse, City Clerk

INTRODUCED, READ ON SECOND READING, AND ORDERED PUBLISHED BY
TITLE ONLY TO BE EFFECTIVE TEN DAYS FOLLOWING THE DATE OF SECOND
READING THIS __ DAY OF _____ 2023.

CITY OF GLENWOOD SPRINGS, COLORADO

Ingrid Wussow, Mayor

ATTEST:

Ryan Muse, City Clerk

Exhibit A

Workforce Housing Fund Advisory Board

Meetings.

- Monthly, with additional meetings as necessary for project funding timelines

One to two meetings per month. Scheduling frequent meetings could result in a more coherent and mission-oriented group, but more often than once a month may be difficult for members to commit to. The board could meet more often for parts of the year, such as when applications to programs are due. The group could also meet more often in the beginning of its existence in order to find its footing.

Size of committee.

- 7 members
- Five in-town members, two out-of-town members allowed so long as they live in Garfield County

Seven will allow for a diversity of viewpoints, which was important to Housing Commission, and could still be a functional group if members need to recuse themselves from discussions or votes. It might be difficult to find more than seven members that are qualified to serve, and could also siphon off potential City Council or Housing Commission members.

Expertise of members.

- Diverse backgrounds

The board shall seek diverse backgrounds, both in professional and lived experiences. Some of the desired professional backgrounds include real estate, development, education, medical, housing, finance, and accounting. The board's membership should be inclusive and representative of the demographics, needs, and lived experiences of the City's population.

Authority of the board.

The WHFAB's primary role will be to administer workforce housing programs and projects, as they are created and refined, consistent with the 2C ballot measure. The board will also advise City Council on the feasibility of workforce housing programs and projects and offer strategic guidance. It will have the authority to make funding decisions pursuant to the eventual programs.

- Advise City Council on the creation of workforce housing programs using 2C funds
- Evaluate eligibility of projects for 2C funding
- Make sure funding is being used as intended

- Evaluate projects for 2C funding within the approved housing plan
- Make decisions within parameters of established housing programs
- Create mission statement and goals for recommendation and approval to Council
- Reporting on expended funds and program metrics.

Possible programs to be overseen by WHFAB

- Property acquisition (including land banking)
- Property preservation (including mobile home park preservation, housing rehabs, hotel conversions, and more)
- Public private partnerships (for infrastructure, loans, incentives, cash subsidy, other gap financing, and more)
- Down payment assistance
- Buy-down programs
- Education and support to navigate programs
- Outreach and program support

These types of programs were recommended by the Glenwood Community Housing Coalition and the City's Housing Commission.

Staffing for programs funded by 2C money

The Glenwood Community Housing Coalition and the Housing Commission strongly recommend that a dedicated staff member should be funded to implement new housing programs, possibly with a title such as Housing Director. Funding could come all or in part from the 2C funds. This position should be funded no later than 2024 in order to begin utilizing the 2C funds that are being collected.



City Council
STAFF REPORT
City of Glenwood Springs
May 18, 2023

Agenda Item: Resolution 2023-15; Electric Fees

Action Requested: Approval of Resolution 2023-15; Electric Fees

Department: Public Works

Presented By: Matthew Langhorst, Karl Hanlon

Strategic Goals: Provide Efficient and Responsive City Government

Background Info: The City of Glenwood Springs charges fees to electric customers for new account deposits, establishing a service, and reconnection after a disconnection due to non-payment. These fees have existed and have been at the same rate as long as anyone at the city can remember. Existing fees consist of:

- Deposits of \$50 for residential and \$100 for commercial.
- Establishing a new service is \$15.
- Reconnection fee after a disconnection is \$25.
- Deposits after a disconnect account history of \$50 residential and \$100 commercial.

Deposits paid also cover the water department's new customers' deposit if they are setting up both accounts at the same time, so there is no double deposit. Staff would like to adjust these fees and add:

- Manual meter read fee.
- Manual meter disconnect fee.
- Door tag fee.
- Monthly interest fee.
- Paper bill fee.

The new door tag fees being recommended are due to the abundance of repeat monthly offenders that wait for a yellow door tag to be hung on their door prior to paying the bill. In almost all cases, that person uses the door tag as their bill reminder each month and they come in that day to pay their bill in full. It costs the departments time to create the door tag list, it costs staff time to print the door tags and it costs the city a lot of staff time to hang door tags. We are looking to be reimbursed for this unnecessary process that happens each and every month. The electric department has moved almost fully into Advanced Metering Infrastructure (AMI) that allows the department to read each meter in town on a 15 minute increment and also allows the city to remotely read each meter per month for billing purposes. These meters remotely connect to each other and then a central hub meter via radio frequencies. The short distance from meter to meter allows the radio frequency to be significantly lower than a cell phone signal, but there are people who still do not want this communication device adjacent to their home or business. This is fine with the city, but the time it takes to read these meters manually and the danger it puts a staff member in to turn off the service for a disconnection make it necessary to charge a fee to the customer that chooses to keep the manual meter. Finance is moving their billing system into the future with implementation of the new Billing Module of Munis. They would like to add a 1.5% monthly interest charge to late accounts and a \$2 paper bill fee to any account that would like to continue to receive a monthly mailed bill.

It is recommended that the existing fees be increased due to the time it takes staff to set up a new account, deposits are being increased due to the average utility bill per month being higher and the

deposit would not even cover one month's average bill, and staff is recommending the deposit after a past disconnection on a new account be higher than an average deposit due to the inherent risk of non-payment on a past customer with payment issues. Staff has attached Exhibit A to present the updated fees and structure for council review.

Issues: None at this time.

Fiscal Impact: The purpose of implementing these changes is to encourage behavior and not to generate revenue so we don't expect significant income. We will, however, realize some value from decreasing necessary staff time.

Legal Review: Legal created the Resolutions for Council.

Staff Recommendation: Staff is Recommending Approval of Resolution 2023-15; Electric Fees.

RESOLUTION 2023-15

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF GLENWOOD SPRINGS, COLORADO, AMENDING THE
CITY OF GLENWOOD SPRINGS ELECTRIC FEES.**

WHEREAS, City staff recommends, and City Council agrees, that amending electric utility fees addresses certain operational needs of the Utilities Department, the needs of the community, and the needs of the City; and

WHEREAS, City Council finds that the changes to the fees described as set forth on **Exhibit A** are necessary and appropriate.

**NOW, THEREFORE, IT IS RESOLVED BY THE CITY COUNCIL OF THE CITY
OF GLENWOOD SPRINGS, COLORADO, THAT:**

Section 1. The above recitals are hereby incorporated as findings by the City Council of the City of Glenwood Springs.

Section 2. The City Council of the City of Glenwood Springs hereby adopts the Glenwood Springs electric fees as set forth on **Exhibit A** attached hereto and incorporated herein effective June 1st, 2023.

INTRODUCED, READ, AND PASSED THIS _ DAY OF _ 2023.

CITY OF GLENWOOD SPRINGS, COLORADO

Ingrid Wussow, Mayor

ATTEST:

Ryan Muse, City Clerk

EXHIBIT A			
	ACCOUNT LEVEL	ELECTRIC	NOTE
Establish A New Service	All Accounts	\$ 25.00	Fee is per meter, most accounts have just one meter.
Deposit	Residential	\$ 50.00	Deposit is per account, waived with history of good payment with COGS or recent prior utility.
Deposit	Commercial	\$ 150.00	Deposit is per account, waived with history of good payment with COGS or recent prior utility.
Reconnection After Disconnection	All Accounts	\$ 75.00	Fee is per meter, most accounts have just one meter.
Deposit After A Disconnection Event In Past	Residential	\$ 100.00	Collected only if no deposit is currently on account file.
Deposit After A Disconnection Event In Past	Commercial	\$ 250.00	Collected only if no deposit is currently on account file.
Door Tag Fee	All Accounts	\$ 25.00	To be billed to account holder if a shut off tag is required.
Meter Read Fee	All Accounts	\$ 25.00	Fee per meter if customer chooses to Opt out of AMI meter.
Manual Meter Disconnection Fee	All Accounts	\$ 100.00	Fee per meter for optted out, non AMI customers
Paperbilling Fee	All Accounts	\$ 1.00	Fee for processing paper invoices if requested by customer.
All Billings	Commercial/Residential	1.5% per month	Monthly interest accrude on late payments.

Notes:
City of Glenwood Springs = COGS
Advanced Metering Infrustrucutre = AMI

EXISTING FEE STRUCTURE WATER AND ELECTRIC			
	ELECTRIC	WATER	NOTE
Establish Service	\$ 15.00	\$ 15.00	Fee is per meter, most accounts have just one meter
Deposit (residential)	\$ 50.00	\$ -	Deposit is per account, waived with history of good paymenttt with COGS or recent prior utility
Deposit (commercial)	\$ 100.00	\$ -	Deposit is per account, waived with history of good payment with COGS or recent prior utility
Reconnection After Disconnection	\$ 25.00	\$ 25.00	Fee is per meter, most accounts have just one meter
Deposit (residential) After Disconnection	\$ 50.00	\$ -	Collected only if no deposit is currently on account file
Deposit (commercial) After Disconnection	\$ 100.00	\$ -	Collected only if no deposit is currently on account file



City Council
STAFF REPORT
City of Glenwood Springs
May 18, 2023

Agenda Item:	Resolution 2023-16; Charging Station Fees
Action Requested:	Approval of Resolution 2023-16; Implementing a \$0.25 per kwh Charging Station Fee for the City of Glenwood Springs owned and operated Level 2 Charging Stations.
Department:	Public Works
Presented By:	Matthew Langhorst, Karl Hanlon
Strategic Goals:	Generate Sustainable Economic Development
Background Info:	The City of Glenwood Springs has owned and operated four double head, level two charging stations for several years now. The stations were funded by a state grant for purchase, but the grant does not cover installation or operations/ maintenance of the stations over their lifetime. Currently, the stations do not charge the users for power to charge their car, but do limit the use of the station to 3 hours or a full charge. The cost of installation has been born by the Electric Department up to this point and the power is provided either by Parks or the Electric Department through the meters assigned to them. Staff would like to implement a small fee to use the stations based on a \$0.25 per kwh hour charge, which would cover the \$5,700 in power used annually at the stations and the average cost of maintenance per year of \$3,300. The stations, at current use, would generate approximately \$3,800 in profit on a normal use and expense year, which would help fund new stations to be installed around town. Staff has reviewed the average charge time and power used for 2022 at all of the stations and determined that the fee would amount to between \$3.31 and \$4.41 per charge at current usage. For reference, the Town of Silt charges \$0.22 per kwh at their station and Aspen implemented the same \$0.25 per kwh at their level two stations.
Issues:	None at this time.
Fiscal Impact:	The fee will help balance the cost of installation, electricity costs, operation and maintenance of the stations and allow the fund to install additional facilities in the future.
Legal Review:	Legal created the Resolution for Council Review.
Staff Recommendation:	Staff is Recommending Approval of Resolution 2023-16; Implementing a \$0.25 per kwh Charging Station Fee for the City of Glenwood Springs owned and Operated Level 2 Charging Stations.

RESOLUTION 2023-16

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF GLENWOOD SPRINGS, COLORADO, SETTING CITY
OF GLENWOOD SPRINGS ELECTRIC CHARGING
STATION FEES.**

WHEREAS, City staff recommends, and City Council agrees, that setting Glenwood Springs rates addresses certain operational needs of the Utilities Department, the needs of the community, and the needs of the City; and

WHEREAS, City Council finds that setting the fees for electric charging stations as set forth on **Exhibit A** are necessary and appropriate.

**NOW, THEREFORE, IT IS RESOLVED BY THE CITY COUNCIL OF THE CITY
OF GLENWOOD SPRINGS, COLORADO, THAT:**

Section 1. The above recitals are hereby incorporated as findings by the City Council of the City of Glenwood Springs.

Section 2. The City Council of the City of Glenwood Springs hereby adopts the Glenwood Springs electric charging station fees as set forth on **Exhibit A** attached hereto and incorporated herein, the effective date of the fees will be June 1st, 2023.

INTRODUCED, READ, AND PASSED THIS DAY OF 2023.

CITY OF GLENWOOD SPRINGS, COLORADO

Ingrid Wussow, Mayor

ATTEST:

Ryan Muse, City Clerk

EXHIBIT A			
DESCRIPTION OF FEE	ACCOUNT LEVEL	ELECTRIC	NOTE
City Owned Level 2 Electric Vehicle Charging Station Fee	All Accounts	\$0.25/kwh	Kilowatt Hour Charge for Charging Station Owned by City, Charged Through Station Operation Company



City Council
STAFF REPORT
City of Glenwood Springs
May 18, 2023

Agenda Item: Resolution 2023-19; Water Fees

Action Requested: Approval of Resolution 2023-19; Water Fees

Department: Public Works

Presented By: Matthew Langhorst, Karl Hanlon

Strategic Goals: Provide Efficient and Responsive City Government

Background Info:

The City of Glenwood Springs charges fees to water customers for establishing a service, and reconnection after a disconnection due to non-payment. These fees have existed and most have been at the same rates as long as anyone at the city can remember. Existing fees consist of:

- Establishing a new service is \$15.
- Reconnection fee after a disconnection is \$25.

Staff would like to adjust these fees and add:

- Deposits for water accounts.
- Manual meter read fee.
- Manual meter disconnect fee.
- Door tag fee.
- Monthly interest fee.
- Paper bill fee.

The new door tag fees being recommended are due to the abundance of repeat monthly offenders that wait for a yellow door tag to be hung on their door prior to paying the bill. In almost all cases, that person uses the door tag as their bill reminder each month and they come in that day to pay their bill in full. It costs the departments time to create the door tag list, it costs staff time to print the door tags and it costs the city a lot of staff time to hang door tags along with the supply costs associated. We are looking to be reimbursed for this unnecessary process that happens each and every month. The water department has a radio meter reading system in place that allows the department to quickly read the water meter at each site without having to enter the property. Some customers do not wish to have this system installed on their property, which is fine with the city, but the time it takes to read these meters manually and the danger it puts a staff member in when turning off the water service manually for a disconnection make it necessary to charge a fee to the customer that chooses to keep the manual meter. Finance is moving their billing system into the future with the implementation of the new Billing Module of Munis. They would like to add a 1.5% monthly interest charge to late accounts and a \$2 paper bill fee to any account that would like to continue to receive a monthly mailed bill. There is also a need to add a deposit to the water accounts to match what is collected on electric accounts.

It is recommended that the existing fees be increased due to the time it takes staff to set up a new account, deposits are being added due to the average utility bill per month being higher and staff is recommending the deposit after a past disconnection on a new account be higher than an average deposit due to the inherent risk of non-payment on a past customer with payment issues. Staff has attached Exhibit A to present the updated fees and structure for council review.

Issues:	None at this time.
Fiscal Impact:	This will help the Water Department recover lost wages and fees associated with these items.
Legal Review:	Legal created the Resolutions for Council.
Staff Recommendation:	Staff is Recommending Approval of Resolution 2023-19; Water Fees

RESOLUTION 2023-19

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF GLENWOOD SPRINGS, COLORADO, AMENDING
CITY OF GLENWOOD SPRINGS WATER FEES.**

WHEREAS, City staff recommends, and City Council agrees, that amending the Glenwood Springs water fees addresses certain operational needs of the Utilities Department, the needs of the community, and the needs of the City; and

WHEREAS, City Council finds that amending the water fees as set forth on **Exhibit A** are necessary and appropriate.

**NOW, THEREFORE, IT IS RESOLVED BY THE CITY COUNCIL OF THE CITY
OF GLENWOOD SPRINGS, COLORADO, THAT:**

Section 1. The above recitals are hereby incorporated as findings by the City Council of the City of Glenwood Springs.

Section 2. The City Council of the City of Glenwood Springs hereby amends the Glenwood Springs water fees as set forth on **Exhibit A** attached hereto and incorporated herein, the effective date of the fees will be June 1st, 2023.

INTRODUCED, READ, AND PASSED THIS _ DAY OF _ 2023.

CITY OF GLENWOOD SPRINGS, COLORADO

Ingrid Wussow, Mayor

ATTEST:

Ryan Muse, City Clerk

EXHIBIT A			
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EXISTING FEE STRUCTURE WATER AND ELECTRIC			
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City Council
STAFF REPORT
City of Glenwood Springs
May 18, 2023

Agenda Item:	Award Request for Qualification (RFQ) 2023-28Q Underground Primary Cable Purchase
Action Requested:	Council Approval of Award Request for Qualification (RFQ) 2023-28Q Underground Primary Cable Purchase from Western United
Department:	Public Works
Presented By:	Matthew Langhorst, Steve Boyd, Doug Hazzard
Strategic Goals:	Preserve and Improve Infrastructure
Background Info:	The City of Glenwood Springs Electric Department requested 500 Thousand Circular Mills (MCM) cable pricing through a Request for Quotation (RFQ) process for 13,500 feet of 500 MCM cable. MCM means Thousand (M) Circular (C) Mills (M). A 500 MCM cable has an area equal to 500 x 1000 Circular Mills. The specifications for the cable per the RFQ had the supplier providing roles not to exceed 64" in height, cut lengths to be no shorter than 1,500 feet and no longer than 1,800 feet, conductor shield to be 16 mils in thickness, and detailed specifications on the concentric neutral shield. Staff brings this up because in an RFQ we generally only review what is provided within the bid and if the requirements are not met within the bid, the bid is not accepted. Generally, the bidders did not supply the requested 10 years of successful manufacturing of EPR or EAM cable in the utility industry performance records as requested in the RFQ, but the department has been working with these companies long enough to know which suppliers are reputable. The city received 7 responses to the RFQ ranging from \$89,748 to \$172,935. Nexgen Power was the low bid, but they had exceptions to the semiconductive compound from our specifications and no lead times were noted on the bid,. Mina Holdings was the second lowest bid, at \$104,355 and they bid role heights of 72", which will not fit on our equipment. The third lowest bid was Western United at \$106,650 and they completed the bid in full and can deliver the material in June making them the best value for the City. Staff had budgeted \$40,000 for 2023 for the city's cable upgrades per the capital planning and the electric department has collected \$187,050 in offsite facility charges for cable upgrades in 2022 and the start of 2023 from developments around town. It is anticipated that another \$500,000 plus will be collected in the remainder of 2023 and will be put into system upgrades for 2024.
Issues:	None at this time.
Fiscal Impact:	The award will be paid for out of budgeted line items and developer system improvement fees. The second quarter's supplemental will recognize developer revenues and formally appropriate these expenditures.
Legal Review:	Not Applicable
Staff Recommendation:	Council Approval of Award Request for Qualification (RFQ) 2023-28Q Underground Primary Cable Purchase from Western United

**UNDERGROUND PRIMARY CABLE-15KV-EPR/EAM-220 MIL-STRAND
FILLED-REDUCED
CONCENTRIC NEUTRAL-JACKETED**

SCOPE:

This specification covers single conductor concentric neutral power cable insulated with an ozone and discharge free, flexible, rubber-like thermosetting dielectric.

The cable should be suitable for use in wet and dry locations in conduit, underground duct systems, direct buried and aerial installations.

OPERATING EXPERIENCE:

The manufacturer shall have a performance record demonstrating a minimum of (10) year successful manufacturing EPR or EAM cable in the utility and industrial industries.

BASIC CONSTRUCTION:

1/C Class B strand aluminum conductor, triple tandem extruded semiconducting strand shield, EPR/EAM insulation, extruded semiconducting insulation shield, concentric copper neutral conductors (round wire), and a jacket overall.

INDUSTRY STANDARDS:

Cable shall meet or exceed the latest editions of the following industry standards:

ICEA S-94-649

RUS 1728.204

ASTM B-231

AEIC CS8

CONDUCTOR: 1.0

- 1.1 Uncoated aluminum wire, Class B, compressed stranded round aluminum per ASTM B-231
- 1.2 Conductors shall meet the electrical resistance requirements of ICEA S-94-649 Section 2.4
- 1.3 The conductor must be filled with a semiconducting compound to prevent possible water migration along the conductor during installation or operating service life. The surface of the conductor shall be clean and free of any strand filling compound.

CONDUCTOR SHIELD: 2.0

2.1 Extruded layer of semiconducting thermosetting compound with a volume resistivity not in excess of 100 ohm-meters at 90 degree Celsius shall be applied over the conductor.

2.2 The shield shall be clean stripping from the conductor and inseparably bonded to the overlying insulation.

2.3 The nominal thickness of the extruded conductor shield shall be as shown.

Conductor Size	Conductor shield Thickness (mils)
8-4/0	12
250-500	16

INSULATION: 3.0

3.1 The insulation shall be EPR/EAM. The manufacturer shall demonstrate that the insulation shall be compounded in a manner to insure maximum cleanliness.

3.2 The nominal thickness shall be 220 mil. Manufactured and tested at the latest editions of AEIC CS8 and ICEA S-94-649.

INSULATION SHIELD:

The cable shall be supplied with a clean stripping extruded semiconducting shield. The stripping tension shall be between 3 pounds and 24 pounds over a temperature range of 10 degrees Celsius to +30 degree Celsius

METALLIC SHIELD CONCENTRIC NEUTRAL:

The metallic shield shall consist of an evenly spaced wrap of round, bare copper wires. They shall be applied directly over the insulation shield with a lay of 6 to 10 times the diameter over the wires. 1/3 neutral for 4/0 and 500 mcm cable bids.

JACKET:

The jacket shall be homogenous, non-conducting, linear low-density, black polyethylene with three red stripes. The stripe compound shall have ultraviolet stability, color retention, and compound compatibility. The jacket shall have a nominal thickness of 50 mils over the concentric neutral conductor. The jacket shall encapsulate the neutral strands to the extent that the strands are firmly contacting the insulation shield with an absence of voids at interfacing surfaces. The jacket shall be strippable and free of voids, porosity, holes, cracks, blisters, and other imperfections.

MARKINGS: 4.0

- 4.1 The cable jacket shall have identification markings along its entire length in accordance with AEIC and NESC requirements. All jacket markings will have indented printing that is permanent and clearly visible.
- 4.2 Cable identification shall appear on the surface of the jacket by means of indent or surface printing indicating the manufacture's name, voltage rating, conductor size, conductor type, insulation thickness, and year of manufacture. The information shall be repeated every two feet.
- 4.3 Sequential footage markings shall be printed on the jacket at two foot intervals. The first and last numbers on each length of cable shall be marked on the corresponding reel.

(9) Reels of 500 mcm with reduced neutral minimum 1,500 feet per reel not to exceed 1,800 feet

Reel height must not exceed 64"

QUOTATION

Western United Electric Supply Corp

100 Bromley Business Parkway
Brighton, CO 80603
US
303-659-2356



Order Number	
2066603	
Order Date	Page
05/02/2023 09:19:38	1 of 1

Quote Expires On: 05/09/2023

Pricing and lead times are subject to change at time of shipment due to market volatility

Bill To:

City of Glenwood Springs
101 W 8TH ST
GLENWOOD SPRINGS, CO 81601
US

Ship To:

City of Glenwood Springs
Municipal Operations Ctr
2222 Devereux Rd
Glenwood Springs, CO 81601-8702
US

Attn: Billing Contact

Requested By: Doug Hazzard

Customer ID: 10028

<i>PO Number</i>	<i>Ship Route</i>	<i>Taker</i>
BID #2023-28Q	1WNW	BFREEMAN

<i>Quantities</i>					<i>Item ID</i>	<i>Pricing</i>	<i>Unit</i>	<i>Extended</i>
<i>Ordered</i>	<i>Allocated</i>	<i>Remaining</i>	<i>UOM</i>	<i>Unit Size</i>	<i>Item Description</i>	<i>UOM</i>	<i>Price</i>	<i>Price</i>
13,500.00	0.00	13,500.00	FT		162-23-3093	FT	7.900000	106,650.00
				1.0	500 AL 220Mil 15KV EPR Filled Strand	1.0		
					PLEASE SHIP 9 = 1500' REELS, REEL			
					HEIGHT MUST NOT EXCEED 64"			
					MID JUNE DELIVERY PER KRISTIN			

Total Lines: 1

SUB-TOTAL: 106,650.00

TAX: 0.00

AMOUNT DUE: 106,650.00

U.S. Dollars

Effective July 1, 2022, Colorado imposes a retail delivery fee of \$0.27 on all deliveries by motor vehicle to a location in Colorado with at least one item of tangible personal property subject to state sales or use tax. The fee will be assessed at the time of shipment and included on your invoice.



City Council
STAFF REPORT
City of Glenwood Springs
May 18, 2023

Agenda Item:	Award Request for Proposal (RFP) 2023-20P Glenwood Meadows Roadway Reconstruction
Action Requested:	Award Request for Proposal 2023-20P Glenwood Meadows Roadway Reconstruction to Johnson Construction for \$2,750,000.
Department:	Public Works
Presented By:	Matthew Langhorst, Steve Boyd
Strategic Goals:	Preserve and Improve Infrastructure
Background Info:	The City of Glenwood Springs has been working through its roadway reconstruction projects over the last 5 years, working to replace roadways that are failing and have utility needs at the same time. Some roadways do not have utility needs, but are in a state of failure and those include, Wulfsohn Road, West Meadows and East Meadows within the Glenwood Meadows subdivision. Wulfsohn Road from West Meadows back to the east toward the community center has large potholes, alligator sections that are pushed into large ruts and concrete crosswalks that move every time a vehicle passes over them. Council had dedicated \$2.4 million dollars in Corona Virus (COVID) relief funds (awarded to the City in 2021 and 2022 in the General Fund) along with \$350,000 from the Street Tax Fund to replacing this infrastructure. The COVID funds are in General Fund Reserves but are not recognized as received until the time it is contracted to be spent. Roaring Fork Engineering created an engineered drawing set to be able to bid the project, which the city completed as RFP 2023-20P. Three bids were received on the project ranging from \$3.8 million to \$4.9 million, which are all over budget. The city would like to work with the lowest bidder, Johnson Construction (JCI) to complete as much work as financially possible in 2023, thus the award being limited to a budget of \$2.75 million dollars. The staff have spoken to the contractor and they are willing to work with the city and our consultant engineering firm to create the most feasible project with the funds available. This will most likely include the complete rebuild of Wulfsohn from West Meadows to East Meadows, the full replacement of West Meadows, spot patching of East Meadows and a mill and overlay of Wulfsohn from East Meadows to the intersection of Midland in front of the Community Center. Attached is the bid from JCI and the plans created for the bid set for council review. A final plan within budget will be created and staff will work with JCI and the surrounding residences/businesses to complete a successful project. Staff will also be hiring a geotechnical engineer for the job to test subbase, base, asphalt and concrete materials to make sure we get the highest quality product.
Issues:	Pricing came in over budget. Staff will work with contractor to design a reduced scope within the \$2.75 million budget.
Fiscal Impact:	The project has been budgeted for \$2.75 million dollars. The second quarter budget amendment will include \$2.4 million in revenue and a corresponding expenditure of \$2.4 million from General Fund reserves.
Legal Review:	Legal reviewed the RFP and has approved this approach with the budget and scoping.
Staff Recommendation:	Staff is Recommending the Award of Request for Proposal 2023-20P Glenwood Meadows Roadway Reconstruction to Johnson Construction for \$2,750,000.

CONTRACT ITEM NO.	CDOT REFERENCE NO.	CONTRACT ITEM	UNIT	QUANTITY	UNIT COST	TOTAL COST
1	201-00000	CLEARING AND GRUBBING	L S	1	\$25,000.00	\$25,000.00
2	202-00200	REMOVAL OF SIDEWALK	SY	2210	\$18.00	\$39,780.00
3	202-00220	REMOVAL OF ASPHALT MAT	SY	16570	\$7.50	\$124,275.00
4	202-00240	REMOVAL OF ASPHALT MAT (PLANING)(2 INCH)	SY	7920	\$4.00	\$31,680.00
5	202-00203	REMOVAL OF CURB & GUTTER	LF	6368	\$13.00	\$82,784.00
6	202-00210	REMOVAL OF CONCRETE PAVMENT	SY	788	\$30.00	\$23,640.00
7	202-05022	SAWING ASPHALT MATERIAL (2 INCH)	LF	995	\$3.00	\$2,985.00
8	202-05026	SAWING ASPHALT MATERIAL (6 INCH)	LF	2640	\$4.00	\$10,560.00
9	203-00010	UNCLASSIFIED EXCAVATION (COMPLETE IN PLACE)	CY	9035	\$45.00	\$406,575.00
10	208-00012	EROSION LOG TYPE 1 (9 INCH)	LF	120	\$10.00	\$1,200.00
11	208-00045	CONCRETE WASHOUT STRUCTURE	EACH	1	\$4,000.00	\$4,000.00
12	208-00051	STORM DRAIN INLET PROTECTION (TYPE I)	EACH	18	\$175.00	\$3,150.00
13	208-00052	STORM DRAIN INLET PROTECTION (TYPE II)	EACH	2	\$200.00	\$400.00
14	210-00750	RESET LIGHT STANDARD	EACH	15	\$2,000.00	\$30,000.00
15	210-00810	RESET GROUND SIGN	EACH	16	\$125.00	\$2,000.00
16	210-00865	RESET PEDESTRIAN SIGNAL HEAD	EACH	2	\$1,000.00	\$2,000.00
17	304-02005	AGGREGATE BASE COURSE (CLASS 2)	CY	4330	\$73.00	\$316,090.00
18	304-06007	AGGREGATE BASE COURSE (CLASS 6)	CY	4700	\$85.00	\$399,500.00
19	403-34721	HOT MIX ASPHALT (GRADING SX) (75) (PG 58-28)	TON	5880	\$137.00	\$805,560.00
20	412-00801	CONCRETE PAVEMENT (8 INCH) (SPECIAL)	SY	1620	\$146.00	\$236,520.00
21	420-00132	GEOTEXTILE (SEPARATOR) (CLASS 1)	SY	15600	\$2.35	\$36,660.00
22	506-01020	GEOGRID REINFORCEMENT	SY	135	\$10.00	\$1,350.00
23	602-00000	REINFORCING STEEL	LB	6140	\$1.70	\$10,438.00
24	608-00000	CONCRETE SIDEWALK	SY	1700	\$104.00	\$176,800.00
25	608-00010	CONCRETE CURB RAMP	SY	900	\$101.00	\$90,900.00
26	608-00015	DETECTABLE WARNINGS	SF	1056	\$38.25	\$40,392.00
27	609-21010	CURB & GUTTER TYPE 2 (SECTION I-B)	LF	2792	\$40.50	\$113,076.00
28	609-21011	CURB & GUTTER TYPE 2 (SECTION I-M)	LF	80	\$40.50	\$3,240.00
29	609-21023	CURB & GUTTER TYPE 2 (SECTION II-B)(SPECIAL)	LF	2760	\$40.50	\$111,780.00
30	609-23001	GUTTER (SPECIAL) (CHASE DRAIN)	LF	52	\$482.00	\$25,064.00
31	609-24004	GUTTER TYPE 2 (4 FOOT)	LF	23	\$160.00	\$3,680.00
32	609-24006	GUTTER TYPE 2 (6 FOOT)	LF	36	\$160.00	\$5,760.00
33	609-24010	GUTTTER TYPE 2 (10 FOOT)	LF	120	\$412.00	\$49,440.00
34	613-10000	WIRING	LS	1	\$7,000.00	\$7,000.00

35	613-40012	LIGHT STANDARD FOUNDATION SPECIAL	EACH	15	\$1,700.00	\$25,500.00
36	614-01503	STEEL SIGN SUPPORT (2-INCH ROUND)(POST AND SOCKET)	EACH	16	\$900.00	\$14,400.00
37	620-00020	SANITARY FACILITY	EACH	1	\$5,000.00	\$5,000.00
38	625-00000	CONSTRUCTION SURVEYING	L S	1	\$40,000.00	\$40,000.00
39	626-00000	MOBILIZATION	L S	1	\$185,000.00	\$185,000.00
40	627-00003	THERMOPLASTIC PAVEMENT MARKING (INLAID)	SF	6740	\$19.15	\$129,071.00
41	627-00005	PAVEMENT MARKING PAINT	GAL	23	\$128.00	\$2,944.00
42	630-00016	TRAFFIC CONTROL (SPECIAL) LS	LS	1	\$50,000.00	\$50,000.00
43	700-70010	F/A MINOR CONTRACT REVISIONS	FA	1	\$150,000.00	\$150,000.00
44	700-70310	F/A LANDSCAPING	FA	1	\$15,000.00	\$15,000.00
45	700-70320	F/A SPRINKLERS	FA	1	\$15,000.00	\$15,000.00
Total Base Bid Items						\$3,855,194.00

This Bid is Submitted By: Johnson Construction, Inc.

I hereby certify that this information is true and correct
to the best of my knowledge.

Company Representative: Rob Bercher

Signature: _____

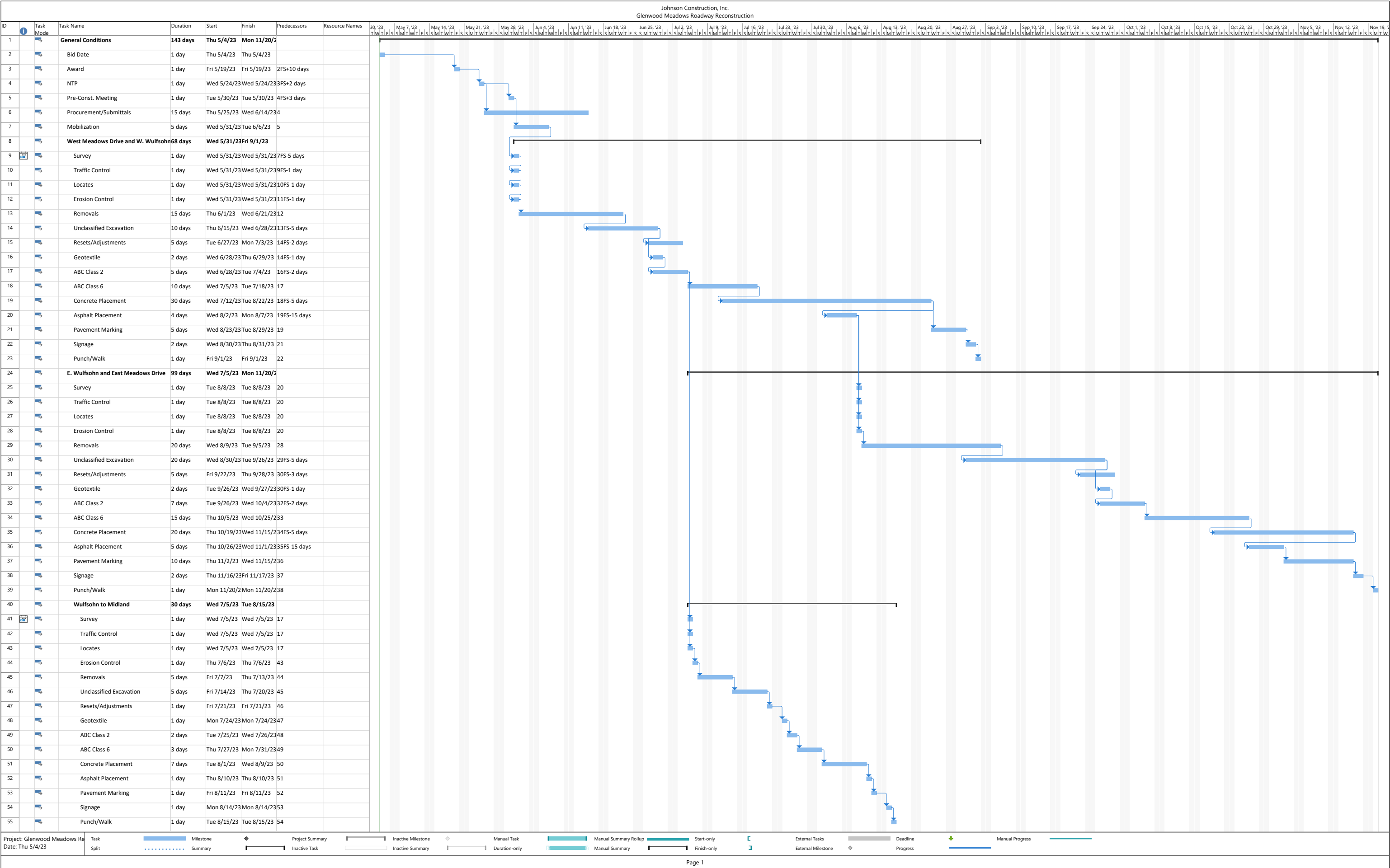
Title: Vice President

Date: 5/5/2023_____

Address 124 W. 2nd Street Rifle, CO 81650

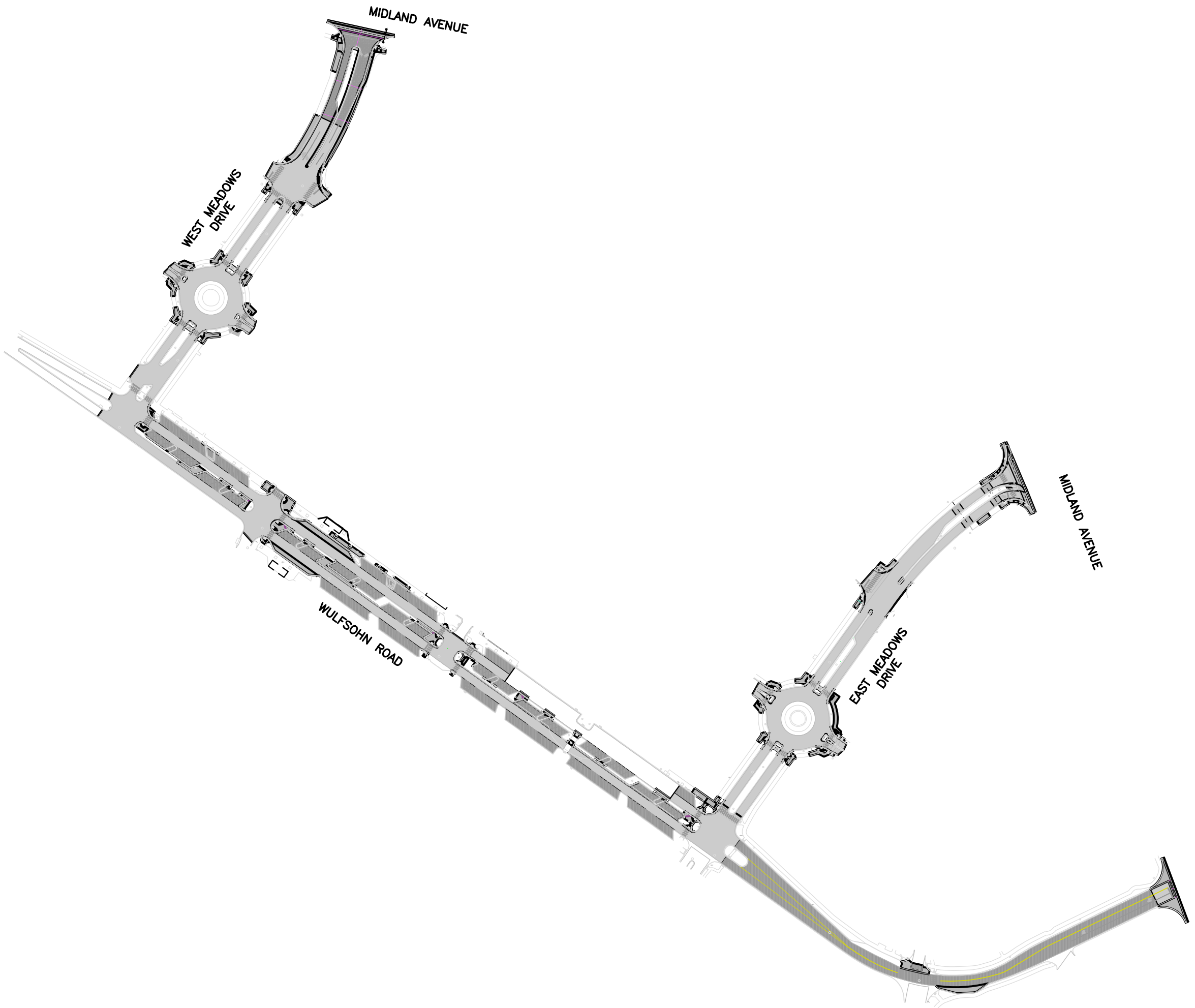
Phone: 970-625-2251

Email: rob@johnconinc.com

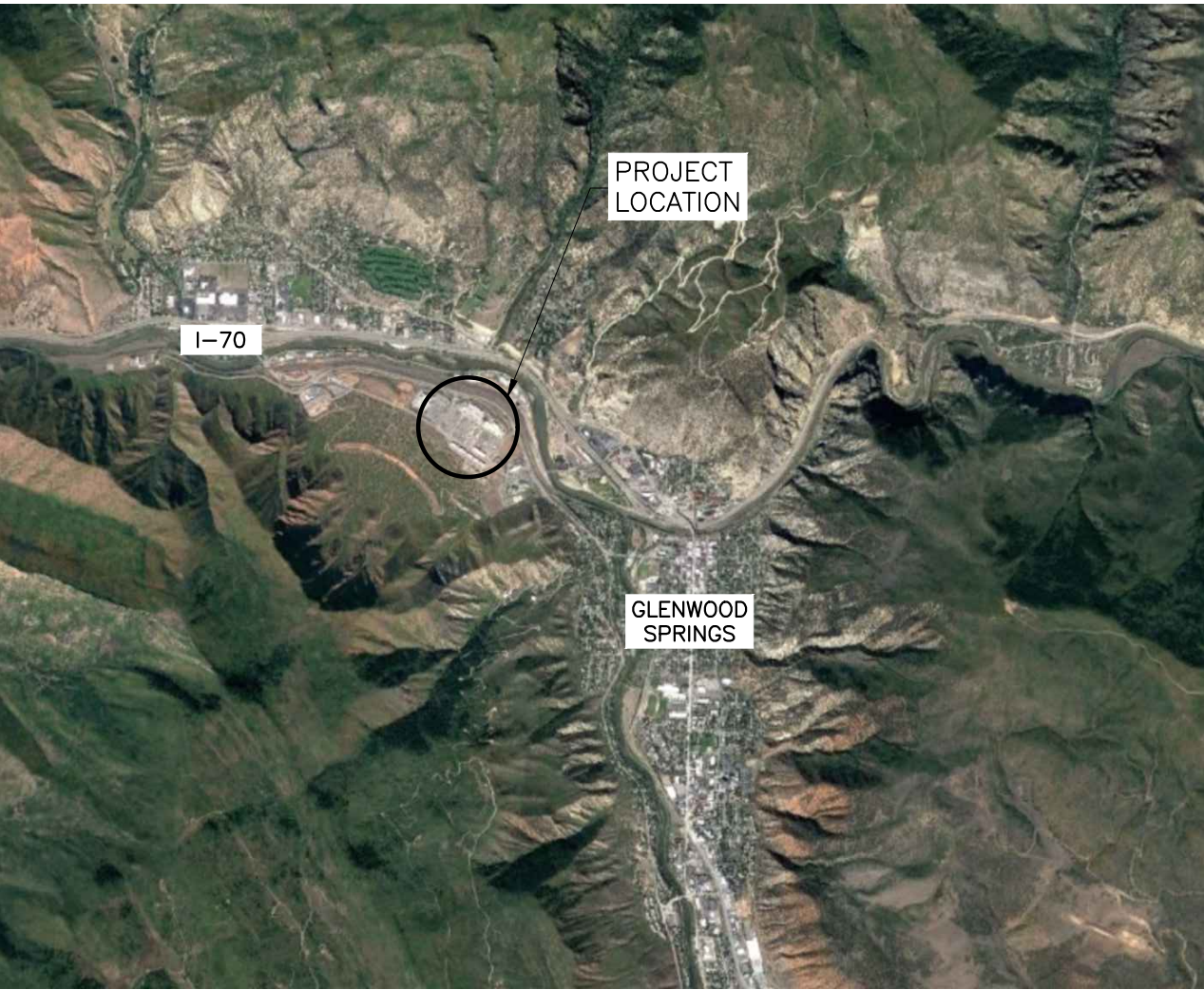


GLENWOOD MEADOWS RECLAMATION PROJECT

GLENWOOD SPRINGS, CO



SITE PLAN



VICINITY MAP

Sheet List Table	
Sheet Number	Sheet Title
C000	COVER SHEET
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C002	PROJECT DETAILS
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C012	DEMO PLAN 3
C013	DEMO PLAN 4
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C016	DEMO PLAN 7
C017	DEMO PLAN 8
C018	DEMO PLAN 9
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C101	WEST MEADOWS DRIVE STA. 33+95 TO 36+80
C102	WEST MEADOWS DRIVE STA. 36+80 TO 39+10
C103	WEST MEADOWS DRIVE STA. 39+10 TO END
C104	EAST MEADOWS DRIVE STA. 10+00 TO 14+55
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C108	WULFSOHN ROAD STA. 30+00 TO 32+60

C109	WULFSOHN ROAD STA. 32+60 TO 35+40
C110	WULFSOHN ROAD STA. 35+40 TO 38+10
C111	WULFSOHN ROAD STA. 38+10 TO 40+80
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C303	EAST MEADOWS DRIVE EROSION CONTROL
C304	EAST WULSOHN ROAD EROSION CONTROL



ROARING FORK ENGINEERING

592 HIGHWAY 133
CARBONDALE, CO 81623
PH: (970) 340-4130



CHECKED BY: DCS
DRAWN BY: ADW

DRAWN BY
DCS

DATE
4.20.2023

DESCRIPTION
ADDENDUM 3

1

JOB 2022-21
NOT FOR
CONSTRUCTION

GLENWOOD MEADOWS
RECLAMATION PROJECT
GLENWOOD SPRINGS, CO

COVER SHEET

C000

P:\2022\21--GLENWOOD MEADOWS ROADWAY REPLACEMENT PLANNING\04-DWG\04-SHEETSET\GLENWOOD MEADOWS--SS--SITE.DWG Plotdate: 4/20/2023 1:31 PM By: Dorry Stewart

	EXISTING	PROPOSED
EASEMENT LINE	----	----
EDGE OF PAVEMENT	----	----
EDGE OF GRAVEL	----	----
EDGE OF WATER	----	----
FENCE LINE	-x-x-x-x-x-x-x-	-x-x-x-x-x-x-x-
FIBER OPTIC LINE	---XFO---XFO---	---FO---FO---
FLOW LINE	----	----
FORCE MAIN	---FM---FM---	---FM---FM---
GAS LINE	---XGAS---XGAS---	---G---G---
MAJOR CONTOUR	9105.....	9105.....
MINOR CONTOUR	9104.....	9104.....
PROPERTY LINE	----	----
RIGHT-OF-WAY	-----8'±-----	-----8'±-----
SANITARY SEWER MAIN (8")	---XSA---XSA---	---8"S---8"S---
SANITARY SEWER SERVICE	---XSA---XSA---	---SS---SS---SS---
STORM DRAIN LINE/CULVERT/SLEEVE	■ ■ ■ ■ ■	-----
TBC/SIDEWALK/CONCRETE	-----	-----
UNDERGROUND PRIMARY ELECTRIC	---XEL---XEL---	---E---E---
UNDERGROUND SECONDARY ELECTRIC	---XEL---XEL---	---E2---E2---
UNDERGROUND TELEPHONE LINE	---XUT---XUT---	---T---T---
CABLE TV & TELE. LINE	---XTV---XTV---	---C---C---
WATER LINE (SIZE)	---XWL---XWL---	---8"W---8"W---
WATER SERVICE LINE	---WS---WS---	---WS---WS---
IRRIGATION LINE	---IRR---IRR---	---IRR---IRR---
RAW WATERLINE	---RAW---	---RAW---RAW---
ROAD CENTER LINE	-----	-----
LIMITS OF DISTURBED AREA	---LDA---LDA---	---LDA---LDA---
EXPANSION JOINT	-----	-----
SAWED CONTROL JOINT	-----	-----
TIE BAR	-----	-----
REBAR MAT	-----	-----

ABBREVIATIONS

A.B.C	AGGREGATE BASE COURSE
A.P.	ANGLE POINT
ASPH.	ASPHALT
BP	BEGINNING POINT
BOW	BOTTOM OF WALL
C&G	CURB AND GUTTER
C.W.	CURB AND GUTTER
C.L.	CENTER LINE
CMP	CORRUGATED METAL PIPE
CONC.	CONCRETE
C.R.	CURB RAMP
DMH	DRAINAGE MANHOLE
D.W.	DRIVEWAY
EB	EAST BOUND
E.G.	EXISTING GRADE
E.O.G.	EDGE OF GRAVEL
EL	ELEVATION
ELEC.	ELECTRIC
EP	END POINT
ED	EDGE OF ASPHALT
EOT	EDGE OF TRAIL
EX	EXISTING
F.G.	FINISHED GRADE
F.L.	FLOWLINE
FT.	FEET
G.B.	GRADE BREAK
GRAV.	GRAVEL
H.C.P.	HORIZONTAL CONTROL LINE
HDPE	HIGH-DENSITY POLYETHYLENE
H.P.	HIGH POINT
H.B.P.	HOT BITUMINOUS PAVEMENT
H.M.A.	HOT MIX ASPHALT
IN.	INCH
INV.	INVERT
L	LEFT
L.D.A.	LIMITS OF DISTURBED AREA
L.F.	LINEAL FEET
L.P.	LOW POINT
L.S.	LANDSCAPED AREA
MAX.	MAXIMUM
MH.	MANHOLE
MIN.	MINIMUM
MSE	MECHANICALLY STABILIZED EARTH
NAT.	NATIVE GRASS AREA
O/S	OFFSET
P.C.	POINT OF CURVATURE
P.C.C.	POINT OF CONSTANT CURVATURE
P.G.L.	PROFILE GRADE LINE
P.R.C.	POINT OF RETURNING CURVATURE
PNT.	POINT
P.T.	POINT OF TANGENCY
P.V.C.	POINT OF VERTICAL CURVATURE
P.V.I.	POINT OF VERTICAL INFLECTION
P.V.M.	PAVEMENT
R/M.	REMOVE & REPLACE
R	RADIUS, RIGHT
RCP	REINFORCED CONCRETE PIPE
REF.	REFERENCE
R.O.W.	RIGHT-OF-WAY
R.P.	RADIUS POINT
SEC.	SECTION
S.F.	SQUARE FEET
SHT.	SHEET
S.M.H.	SEWER MANHOLE
SH	STATION
S.W.	SIDEWALK
S.Y.	SQUARE YARD
T.B.C.	TOP BACK CURB
T.B.	TOP BANK
TOC	TOP OF CONDUIT
TOP	TOP OF PIPE
TOW	TOP OF WALL
TYP.	TYPICAL
WB	WEST BOUND
V.P.	VALLEY PAN

1. GENERAL NOTES:

- ALL WORK SHALL COMPLY WITH THE MOST RECENT CITY OF GLENWOOD SPRINGS AND CDOT STANDARDS.
- SUB SURFACE UTILITY ENGINEERING IS NOT REQUIRED ON THIS RESURFACING PROJECT.
- CONTRACTOR IS RESPONSIBLE FOR OBTAINING CITY OF GLENWOOD SPRINGS RIGHT-OF-WAY PERMIT PRIOR TO CONSTRUCTION. PERMIT FEE IS THE RESPONSIBILITY OF THE CONTRACTOR. NO AREA REMOVAL COSTS WILL BE INCLUDED IN THE FEE.
- CONTRACTOR IS RESPONSIBLE FOR OBTAINING A STATE CONSTRUCTION WATER DISCHARGE PERMIT.
- LIMITS OF CONSTRUCTION SHALL BE 5 FEET BEYOND GRADING, IMPROVEMENTS AND BORROW, STOCK PILING AND STAGING AREAS SHOWN ON THESE PLANS. RESPECT ALL TREE/VEGETATION PRESERVATION ZONES (PER SPECS).
- TEMPORARY CONSTRUCTION EASEMENTS MAY BE REQUIRED AND ARE TO BE COORDINATED WITH PROPERTY OWNER.
- THE CONTRACTOR MUST CERTIFY THAT ALL AGGREGATES USED ON THIS PROJECT ARE FREE FROM HAZARDOUS COMPONENTS IN EXCESS OF THE THRESHOLD CONCENTRATIONS ESTABLISHED BY THE E.P.A.
- ANY SIGNAGE REMOVED DURING CONSTRUCTION THAT IS NOT SHOWN TO BE ON THE PLANS SHALL BE REPLACED OR RETURNED TO ITS ORIGINAL LOCATION.
- THROUGHOUT ALL PHASES OF CONSTRUCTION, UNTIL THE FINAL ACCEPTANCE OF THE PROJECT, THE CONTRACTOR MUST KEEP THE WORK SITE CLEAN AND FREE FROM RUBBISH AND DEBRIS. THE CONTRACTOR SHALL ALSO ABATE DUST NUISANCE AS NECESSARY. THE CONTRACTOR HAS TWENTY-FOUR (24) HOURS AFTER THE DEPOSIT OF ANY EARTH, GRAVEL OR OTHER EXCAVATED MATERIAL TO REMOVE SUCH DEPOSIT. IN THE EVENT THAT THE EARTH, GRAVEL OR OTHER EXCAVATED MATERIAL IS NOT REMOVED, THE ENGINEER OR OWNER WILL DIRECT SUCH REMOVAL AND THE COST INCURRED SHALL BE DEDUCTED FROM THE BOND. DUST CONTROL WILL ONLY BE REQUIRED IF ADJACENT PROPERTY OWNERS ARE ADVERSELY AFFECTED OR IF DUST ADVERSELY AFFECTS MAINTENANCE OF TRAFFIC DURING THE PROJECT SUCH THAT, IN THE OPINION OF ENGINEER, ADJUSTMENT OF THE CONTROL PROGRAM IS APPROPRIATE. IT IS ANTICIPATED DUST CONTROL WILL BE REQUIRED ON THIS PROJECT.
- THE CONTRACTOR IS RESPONSIBLE FOR TEMPORARY SURFACES THROUGHOUT THE PROJECT TO MAINTAIN TRAFFIC AND PEDESTRIAN ACCESS. THE COST SHALL BE INCIDENTAL TO WORK.
- CONSTRUCTION DE-WATERING IS TO BE IN ACCORDANCE WITH THE COLORADO DEPARTMENT OF PUBLIC HEALTH AND ENVIRONMENT REQUIREMENTS. CONTRACTOR IS RESPONSIBLE FOR ALL ASSOCIATED PERMITTING.
- IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO ENSURE THAT ALL WORK IS PERFORMED IN ACCORDANCE WITH APPLICABLE STANDARDS AND REGULATIONS AS SET FORTH BY THE OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION (O.S.H.A.).
- NO FIELD CHANGES SHALL BE MADE WITHOUT PRIOR WRITTEN APPROVAL OF THE ENGINEER/ OWNER.
- SUBMITTALS SHALL BE PREPARED FOR ALL MATERIALS TO BE INCORPORATED INTO THE PROJECT AND SENT TO THE ENGINEER FOR REVIEW AND APPROVAL.
- THE PHYSICAL FEATURES WITHIN THE LIMITS OF THE PROJECT HAVE BEEN SHOWN BASED ON THE BEST AVAILABLE INFORMATION AT THE TIME OF DESIGN. THE ENGINEER ASSUMES NO RESPONSIBILITY FOR THE ACCURACY OF THE FEATURES SHOWN. THE CONTRACTOR SHALL REVIEW AND VERIFY EXISTING PHYSICAL FEATURES AND ELEVATIONS OF THE CONDITIONS TO BE ENCOUNTERED DURING CONSTRUCTION.
- THE CONTRACTOR SHALL LIMIT ALL WORK AND STORAGE AREAS TO THE PROJECT SITE. ANY WORK INSIDE PUBLIC RIGHT-OF-WAYS WILL REQUIRE APPROVAL FROM THE JURISDICTION OF AUTHORITY PRIOR TO CONSTRUCTION. USE OF ANY PRIVATE AREAS FOR THIS PROJECT BY THE CONTRACTOR MUST BE APPROVED IN WRITING BY THE PROPERTY OWNER WITH A COPY OF THIS APPROVAL PROVIDED TO THE ENGINEER PRIOR TO USAGE.
- ALL WORK SHALL BE DONE TO THE LINES, GRADES, SECTIONS, AND ELEVATIONS SHOWN ON THE PLANS UNLESS OTHERWISE NOTED OR APPROVED BY THE ENGINEER.
- THE ENGINEER SHALL BE NOTIFIED WITHIN 48 HOURS PRIOR TO THE COMMENCEMENT OF ANY CONSTRUCTION.
- THE CONTRACTOR SHALL LIMIT CONSTRUCTION ACTIVITIES TO THOSE AREAS WITHIN THE LIMITS OF DISTURBANCE AND/OR TOES OF SLOPE AS SHOWN ON THE PLANS. ANY DISTURBANCE BEYOND THESE LIMITS SHALL BE RESTORED TO ORIGINAL CONDITIONS BY THE CONTRACTOR AT THEIR OWN EXPENSE.
- THE CONTRACTOR SHALL NOT REMOVE AND SHALL PROTECT FROM DAMAGE ALL TREES, BUSHES, AND EXISTING IMPROVEMENTS INSIDE AND OUTSIDE THE LIMITS OF WORK NOT CALLED OUT FOR REMOVAL OR REPLACEMENT. SPECIFIC PROVISIONS ARE SHOWN ON THE PLANS.
- NO TREES SHALL BE REMOVED OR TRIMMED WITHOUT PRIOR ACKNOWLEDGEMENT OF THE PROPERTY OWNER AND/OR PROJECT ENGINEER. ALL APPLICABLE PERMITS ARE THE RESPONSIBILITY OF THE CONTRACTOR.
- THE CONTRACTOR SHALL PROTECT THE EXISTING DRAINAGE STRUCTURES AND REROUTE ANY RUNOFF AS NECESSARY DURING CONSTRUCTION ACTIVITIES TO PREVENT EROSION AND DAMAGE.
- THE CONTRACTOR SHALL PROVIDE SAFE PEDESTRIAN ACCESS AT ALL TIMES DURING THE PROJECT.
- THE PHYSICAL FEATURES REQUIRING REMOVAL OR OBLITERATION WITHIN THE PROJECT SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND BE DISPOSED OF OFF-SITE UNLESS OTHERWISE NOTED.
- THE CONTRACTOR SHALL HAVE A COPY OF ALL APPLICABLE STANDARDS AND APPROVED CONSTRUCTION PLANS AND SPECIFICATIONS ON SITE AT ALL TIMES.
- ANY DISCREPANCY WITHIN THESE PLANS SHOULD BE BROUGHT TO THE IMMEDIATE ATTENTION OF THE ENGINEER.
- TREES TO BE REMOVED BY OTHERS. CONTRACTOR IS RESPONSIBLE FOR (50x) 10 INCH DIAMETER TREE STUMPS DURING CLEARING AND GRUBBING OPERATIONS.
- ALL SEWER MANHOLES STATION OFFSET CALLOUTS REFERENCE CENTER OF STRUCTURE LOCATION. ELEVATIONS REFERENCE THE MANHOLE LID OR FLOWLINE ON MANHOLES WITH GUTTER INLETS.

SYMBOL LEGEND

	EXISTING	PROPOSED
CABLE BOX		
CABLE RISER		
CURB STOP		
CURB INLET		
DECIDUOUS TREE		
ELECTRIC MANHOLE/ METER		
ELECTRIC TRANSFORMER		
ELECTRIC SWITCH GEAR		
ELECTRIC VAULT		
EVERGREEN TREE		
FIBER OPTIC RISER		
FIRE HYDRANT		
GAS METER		
GATE VALVE		
GUY ANCHOR		
MAILBOX		
MONUMENT MARKER		
POWER POLE		
SEWER MANHOLE		
SOIL BORING LOCATION		
SIGN		
SPOT ELEVATION		
STORM MANHOLE		
STREETLIGHT		
TELEPHONE MANHOLE		

2. UTILITY GENERAL NOTES

- ANY CONTRACTOR-CAUSED DAMAGE TO UTILITY AND/OR SERVICE LINES SHOWN OR NOT SHOWN ON THE PLANS, SHALL BE REPAIRED OR REPLACED AT NO COST TO THE CITY AND SHALL BE ACCOMPLISHED BY THE CONTRACTOR, SUBCONTRACTOR OR AS APPROVED BY THE ENGINEER. THE CONTRACTOR SHALL BE RESPONSIBLE FOR NOTIFYING ALL UTILITY COMPANIES PRIOR TO COMMENCING WORK IN THE PROJECT AREA. LIKEWISE, THE CONTRACTOR IS RESPONSIBLE FOR COORDINATING HIS WORK AND THAT OF THE INVOLVED UTILITIES IN THE PROJECT AREA.
- UTILITY LINES SHOWN ON THE PLAN SHEETS ARE LOCATED FROM THE BEST AVAILABLE INFORMATION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE VERIFICATION AND PROTECTION OF ALL UTILITIES IN PLACE.
- THE CONTRACTOR SHALL CONTACT THE UTILITY NOTIFICATION CENTER OF COLORADO AT 811 A MINIMUM OF TWO BUSINESS DAYS IN ADVANCE OF ANY EXCAVATION OR GRADING.
- THE CONTRACTOR SHALL PROTECT AND MAINTAIN ALL UTILITIES AND STRUCTURES AFFECTED BY THE WORK. ANY DAMAGE SHALL BE REPAIRED AND RESTORED TO THE SATISFACTION OF THE THE CITY, AND UTILITY PROVIDER. THE CONTRACTOR SHALL COORDINATE ALL UTILITY RELOCATIONS AS NECESSARY.
- EXCAVATION AT GAS LINES: TEMPORARY COVER DURING CONSTRUCTION SHALL BE AT LEAST 18 INCHES OVER THE GAS CONDUIT. FINISH GRADE OVER THE GAS CONDUIT MUST BE AT LEAST TWO FEET AND NO MORE THAN SIX FEET.
- EXISTING UNDERGROUND TELEPHONE, FIBER AND CABLE TELEVISION FACILITIES MAY BE LOCATED IN CLOSE PROXIMITY TO THE WORK. THE CONTRACTOR MAY, IF NECESSARY, TEMPORARILY DISPLACE THE CABLES DURING CONSTRUCTION AND REINSTALL THEM IN ACCORDANCE WITH THE APPROPRIATE TELEPHONE, FIBER OR CABLE TELEVISION COMPANY'S GUIDELINES WITH THEIR PRIOR CONSENT. COORDINATION WITH BOTH THE TELEPHONE AND CABLE TELEVISION COMPANY IS REQUIRED TO BE DONE BY THE CONTRACTOR.
- THE CONTRACTOR SHALL AT THEIR EXPENSE, SUPPORT AND PROTECT ALL UTILITIES, SO THAT THEY WILL FUNCTION CONTINUOUSLY DURING CONSTRUCTION EXCEPT THOSE DESIGNATED TO BE TEMPORARILY SHUT DOWN. THE CONTRACTOR SHALL GET AUTHORIZATION FOR TEMPORARY SERVICE DISRUPTIONS PRIOR TO ANY UTILITY WORK AT LEAST 48 HOURS IN ADVANCE. CUSTOMERS SHALL BE NOTIFIED ACCORDING TO THE UTILITY PROVIDERS REQUIREMENTS. SHOULD A UTILITY FAIL AS A RESULT OF THE CONTRACTOR'S OPERATIONS, IT WILL BE REPAIRED IMMEDIATELY BY EITHER THE CONTRACTOR OR THE UTILITY PROVIDER AT THE FULL COST OF LABOR AND MATERIALS TO THE CONTRACTOR.
- ALL VALVE BOXES, CLEANOUTS, MANHOLES, GUY WIRES, SHALL BE ADJUSTED TO FINAL GRADE.
- THE CONTRACTOR SHALL FIELD VERIFY THE LOCATION AND ELEVATION OF ALL SANITARY SEWER SERVICES AND WATER SERVICES PRIOR TO CONSTRUCTION.
- IRRIGATION LINES MAY EXIST WITHIN THE PROJECT BOUNDARY. THE CONTRACTOR SHALL MAKE EVERY EFFORT TO LOCATE IRRIGATION LINES THAT MAY BE AFFECTED BY THEIR WORK. ANY DAMAGED IRRIGATION EQUIPMENT OR LINES WILL BE REPLACED AT THE COST OF THE CONTRACTOR.
- ALL WORK DONE ON OR AROUND WATER AND SEWER FACILITIES MUST BE INSPECTED BY A CITY INSPECTOR. THE CONTRACTOR IS REQUIRED TO NOTIFY THE CITY TWO WORKING DAYS PRIOR TO BEGINNING CONSTRUCTION.
- TEMPORARY SHORING MAY BE REQUIRED FOR UTILITY INSTALLATION WORK ESPECIALLY IN AREA CLOSE TO OR IN EXISTING SLOPES. THE CONTRACTOR SHALL MAINTAIN SLOPE/TRENCH STABILITY UNTIL EXCAVATION IS BACKFILLED. THE CONTRACTOR SHALL BE RESPONSIBLE FOR SUBMITTING REQUESTED OR REQUIRED SHORING PLANS TO THE CITY AND ENGINEER FOR REVIEW AND APPROVAL PRIOR TO SHORING OPERATIONS.

3. EARTHWORK

- THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE LEGAL DISPOSAL OF ANY EXCESS SOIL, DEBRIS AND WASTE MATERIAL OFF OF THE PROJECT SITE.
- ANY MATERIAL NOT SUITABLE FOR BACKFILL SHALL BE REMOVED FROM THE SITE AND DISPOSED OF, BY AND AT THE EXPENSE OF THE CONTRACTOR.
- ALL EMBANKMENT MATERIAL REQUIRING COMPACTION WILL CONFORM TO CDOT/ASTM STANDARDS.
- IF GROUNDWATER IS ENCOUNTERED CONTACT ENGINEER/CITY PROJECT MANAGER BEFORE PROCEEDING WITH WORK IN AREA OF GROUNDWATER.
- IF BEDROCK IS ENCOUNTERED CONTACT ENGINEER/CITY PROJECT MANAGER BEFORE PROCEEDING WITH WORK IN AREA OF BEDROCK.
- AREAS OF HEAVY VEGETATION, TREES, ROCKS, ETC. MAY NOT ALL BE SHOWN ON PLAN SET. THE CONTRACTOR SHALL FAMILIARIZE THEMSELVES WITH THE EXISTING CONDITIONS AND REQUIRED CONSTRUCTION METHODS TO PERFORM THE WORK. CERTAIN AREAS MAY REQUIRE TREE REMOVAL, BOULDER RELOCATION, CLEARING AND GRUBBING, ETC. THAT MAY NOT BE SPECIFICALLY CALLED OUT.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR REMOVING ANY GROUNDWATER ENCOUNTERED DURING THE CONSTRUCTION OF ANY PORTION OF THIS PROJECT. GROUNDWATER SHALL BE PUMPED, PIPED, REMOVED AND DISPOSED OF IN A MANNER WHICH DOES NOT CAUSE FLOODING OF EXISTING STREETS NOR EROSION ON ABUTTING PROPERTIES IN ORDER TO CONSTRUCT THE IMPROVEMENTS SHOWN ON THESE PLANS. THE CONTRACTOR IS RESPONSIBLE FOR ANY COLORADO DEPARTMENT OF PUBLIC HEALTH AND ENVIRONMENT STORM WATER DISCHARGE OR DE-WATERING PERMITS THAT CORRESPOND WITH THESE ACTIVITIES.
- ONSITE NATIVE MATERIAL CAN BE USED FOR STRUCTURAL BACKFILL IF APPROVED BY A GEOTECHNICAL ENGINEER AND SHALL BE SCREENED TO SIX INCH MINUS, INSTALLED IN TWELVE INCH LIFTS AND COMPACTED TO 95 PERCENT WITH OPTIMUM MOISTURE CONTENT.
- STRIPPED TOPSOIL GENERATED ONSITE TO BE STOCKPILED AND USED FOR RE-VEGETATION.

6. PAVEMENT NOTES:

- ASPHALT PRIME COAT NOT REQUIRED UNLESS INDICATED ON DRAWINGS. PREPARED BASE COURSES SHALL BE PRIMED AT CONTRACTOR'S EXPENSE IF THE SURFACE HAS DETERIORATED DUE TO TRAFFIC, WEATHER OR TIME LAPSE BETWEEN SURFACE PREPARATION AND PLACEMENT OF BITUMINOUS MATERIALS. SUCH THAT, IN THE OPINION OF THE ENGINEER, USE OF PRIME COAT IS REQUIRED. APPLICATION RATE SHALL BE 0.3 GALS/SQ.YD.
- BEFORE PLACEMENT OF THE TACK COAT, THE CONTRACTOR SHALL CLEAN THE PRESENT ROADWAY AS DIRECTED. CLEANING WILL NOT BE PAID FOR SEPARATELY, BUT IS CONSIDERED INCIDENTAL TO THE WORK.
- A TACK COAT OF EMULSIFIED ASPHALT (SLOW SETTING) IS TO BE APPLIED BETWEEN PAVEMENT COURSES TO IMPROVE THE BOND. DILUTED EMULSIFIED ASPHALT FOR TACK COAT SHALL CONSIST OF 1 PART EMULSIFIED ASPHALT AND 1 PART WATER. RATES OF APPLICATION SHALL BE DETERMINED BY THE ENGINEER AT THE TIME OF APPLICATION. APPROXIMATE RATE SHALL BE 0.1 GAL./SQ.YD.
- WHEN CONNECTING TO EXISTING PAVEMENT, ASPHALT MILLING IS REQUIRED TO A DEPTH OF TWO INCHES AND 24 INCHES WIDE. ADDITIONAL MILLING AND PAVEMENT RESTORATION IS INCIDENTAL TO PROJECT COST.
- ANY LAYER OF BITUMINOUS PAVEMENT THAT IS TO HAVE A SUCCEEDING LAYER PLACED THEREON SHALL BE COMPLETED FULL WIDTH BEFORE THE SUCCEEDING LAYER IS PLACED.
- WHERE NEW PAVEMENT IS TO ABUT EXISTING PAVEMENT, THE EXISTING PAVEMENT SHALL BE REMOVED TO A NEAT VERTICAL LINE BY SAW CUTTING PRIOR TO PAVING OPERATIONS. VERTICAL EDGES SHALL NOT REMAIN OVERNIGHT.

PROJECT CONTACTS

OWNER / DEVELOPER	CITY OF GLENWOOD SPRINGS MATT LANGHORST PUBLIC WORKS DIRECTOR 970-384-6438
CIVIL ENGINEER	DANIEL STEWART, PE ROARING FORK ENGINEERING (970) 340-4130
CITY OF GLENWOOD SPRINGS ELECTRIC DEPT.	DOUG HAZZARD (970) 384-6353
BLACK HILLS ENERGY (GAS)	JASON COX (970) 309-2432
COMCAST	PHIL BURKE (720) 432-5101
CENTURYLINK	JASON SHARPE (970) 328-8290
CITY OF GLENWOOD SPRINGS FIRE DEPT.	OREG BAK (970) 384-6480
CITY OF GLENWOOD SPRINGS WATER DEPT.	MIKE HOFFMAN (970) 384-6344

4. TRAFFIC CONTROL NOTES:

- A TRAFFIC CONTROL PLAN SHALL BE PROVIDED BY A CERTIFIED TRAFFIC CONTROL SUPERVISOR AND IMPLEMENTED BY A CERTIFIED TRAFFIC CONTROL TEAM.
- MAINTAIN ACCESS TO RESIDENCES AT ALL TIMES. TEMPORARY CLOSURE ALLOWED FOR UTILITY WORK WITH PRIOR COORDINATION AND APPROVAL BY THE OWNER. PROVIDE FOR EMERGENCY ACCESS CONTINUOUSLY.
- PROVIDE SAFETY CONES, FLAG PERSONS, VERTICAL PANELS WITH BEACONS, SIGNS AND BARRICADES AS NECESSARY TO PROTECT PUBLIC AND WORK SITE.
- PROVIDE SIGNAGE AS REQUIRED BY LOCAL GOVERNMENT WITH JURISDICTION OVER ADJACENT ROADS.
- PROVIDE DIRECTIONAL SIGNAGE INCLUDING BUT NOT LIMITED TO ONE-WAY SIGNS AND/OR TRAFFIC SIGNALS DURING CONSTRUCTION. JERSEY BARRIERS MAY BE REQUIRED DURING CONSTRUCTION.
- ANY SIGNAGE REMOVED DURING CONSTRUCTION SHALL BE REPLACED OR RETURNED TO ITS ORIGINAL LOCATION.
- ALL WORK SHALL BE DONE IN STRICT ACCORDANCE WITH THE MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES.
- THE CONTRACTOR SHALL FURNISH, INSTALL, AND MAINTAIN TEMPORARY TRAFFIC CONTROL DEVICES NECESSARY THROUGHOUT THE DURATION OF CONSTRUCTION.
- CONTRACTOR SHALL PROVIDE A SMOOTH TEMPORARY DRIVING SURFACE UNTIL FINAL PAVING IS COMPLETE. ALL TEMPORARY DRIVING SURFACES WILL NOT BE PAID FOR SEPARATELY, BUT ARE CONSIDERED INCIDENTAL TO THE WORK.
- THE CONTRACTOR SHALL CLOSELY MONITOR ACCESS FOR HEAVY CONSTRUCTION EQUIPMENT THROUGH THE PROJECT AND USE TRAFFIC CONTROL AS NEEDED TO ACCOMMODATE CONSTRUCTION ACTIVITY ENTERING AND LEAVING THE PROJECT SITE.

5. LANDSCAPE NOTES:

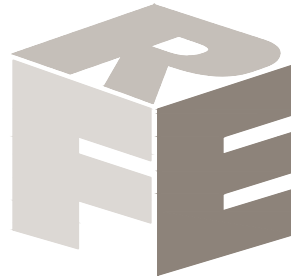
- ALL AREAS DISTURBED BY ROAD OR UTILITY CONSTRUCTION SHALL BE FINE GRADED AND RAKED TO REMOVE ALL ROCKS OVER THREE INCHES IN DIAMETER. PLACE TOPSOIL TO A DEPTH OF SIX INCHES ON ALL DISTURBED AREAS.
- PRIOR TO TOPSOIL PLACEMENT, ALL CUT OR FILL SLOPES WILL BE CONTOURED TO BLEND WITH ADJACENT TERRAIN. CONTRACTOR WILL USE VARIOUS SLOPE MOLDING TECHNIQUES TO ENHANCE THE AESTHETIC QUALITY OF THE SLOPE, WHILE MAXIMIZING THE REVEGETATION POTENTIAL. ALL CUT AND FILL SLOPES SHALL BE ROUNDED AT THE TOE TO BLEND WITH THE EXISTING TERRAIN. ADDITIONALLY, WHERE SOILS AND STEEPNESS OF SLOPES PERMIT, TERRACES WILL BE CONSTRUCTED TO AID THE REVEGETATION PROCESS.
- THE CONTRACTOR SHALL NOT REMOVE AND SHALL PROTECT FROM DAMAGE ALL TREES, BUSHES, AND EXISTING IMPROVEMENTS INSIDE AND OUTSIDE THE LIMITS OF WORK. SPECIFIC PROVISIONS ARE SHOWN ON THE PLANS.
- THE CONTRACTOR SHALL RESTORE ALL DISTURBED LANDSCAPE, HARDSCAPE, AND SNOWMELTED AREAS IN-KIND.
- CONTRACTOR SHOULD LIMIT DISTURBANCE TO VEGETATED AREAS AS MUCH AS POSSIBLE DURING CONSTRUCTION. ALL DAMAGED OR REMOVED VEGETATION SHALL BE REPLACED/RESTORED AT THE CONTRACTOR'S EXPENSE.

6. EROSION CONTROL NOTES:

- THE ULTIMATE RECEIVING WATERS ARE THE COLORADO RIVER.
- TOPSOIL WILL BE STRIPPED AND STOCKPILED WITH REINFORCED FILTER LOGS SURROUNDING STOCKPILE AND THEN SEEDED AND STABILIZED. CONTRACTOR IS RESPONSIBLE FOR REMOVAL OF DIRT FROM VEHICLES LEAVING THE SITE PER CITY OF GLENWOOD SPRINGS CODE.
- EROSION AND SEDIMENT CONTROLS ARE TO BE INSPECTED EVERY FOURTEEN CALENDAR DAYS OR AFTER EVERY STORM EVENT THAT EQUALS OR EXCEEDS A HALF INCH OF PRECIPITATION.
- CONTRACTOR IS RESPONSIBLE FOR CHECKING THAT ALL EROSION CONTROL BMPs ARE FREE OF MUD, DIRT, AND DEBRIS. ALL STRUCTURES ARE TO BE CLEANED ONCE DEPOSITED SEDIMENT REACHES ONE THIRD THE HEIGHT OF THE STRUCTURE.
- ACTUAL LOCATIONS OF ALL EROSION AND SEDIMENT CONTROL MEASURES CAN BE FIELD MODIFIED IF NECESSARY BY ENGINEER OF RECORD AND APPROVED BY THE CITY.
- EROSION CONTROL FENCING AND OTHER EROSION CONTROL MEASURES SHALL BE REMOVED AFTER ALL VEGETATION SEEDING IS AT LEAST 80 PERCENT GERMINATED.
- CONSTRUCTION ROAD, STABILIZED ENTRANCE, STAGING AREA, AND PERIMETER EROSION CONTROL MEASURES SHALL BE INSTALLED PRIOR TO ANY SITE GRADING OR EXCAVATION ACTIVITIES.
- STOCKPILED MATERIALS SHALL BE SURROUNDED WITH FILTER LOGS AND WEIGHED DOWN WITH SAND BAGS. LOGS MAY NOT CONTAIN STRAW. CONTRACTOR IS RESPONSIBLE FOR REMOVAL OF DIRT FROM VEHICLES LEAVING THE SITE.
- ALL DRAINAGE STRUCTURES ARE TO BE PROTECTED BY EROSION CONTROL MEASURES.
- IF ANY TEMPORARY FLOW LINE IS TO OCCUR DUE TO INTERMITTENT GRADE CHANGE, CHECK DAMS, SURFACE ROUGHENING AND ADDITIONAL BMPs SHOULD BE IMPLEMENTED.
- RESURFACING OR REVEGETATION PRACTICES SHALL FOLLOW ALL LAND DISTURBING ACTIVITIES IMMEDIATELY UPON COMPLETION OF SAID ACTIVITIES. IF REVEGETATION PRACTICES ARE DELAYED, FINISHED TOPSOIL GRADE SHALL BE PROTECTED AGAINST WIND AND WATER EROSION WITH TEMPORARY EROSION CONTROL BMP'S IMMEDIATELY UPON COMPLETION.
- WATER SHALL BE USED AS A DUST PALLIATIVE WHERE REQUIRED. LOCATIONS SHALL BE AS ORDERED. THE COST OF WATER SHALL BE INCIDENTAL TO OTHER BID ITEMS. SWEEPING AND CLEANING ADJACENT STREETS AND SIDEWALKS DURING CONSTRUCTION WILL BE PERFORMED AS NECESSARY AND AS DIRECTED BY THE ENGINEER. SWEEPING, AND DUST MITIGATION IS CONSIDERED TO BE INCIDENTAL TO THE WORK.

7. BENCHMARK AND SURVEY CONTROL

- THE CONTRACTOR SHALL BE RESPONSIBLE FOR CONSTRUCTION STAKING OF BOTH HORIZONTAL AND VERTICAL LAYOUT ON THIS PROJECT. COORDINATES ARE REFERENCED IN THE COORDINATE LIST SHOWN ON THESE PLANS. THE CONTRACTOR SHALL COORDINATE WITH THE PROJECT ENGINEER FOR INTERPRETATION AND INFORMATION IN STAKING OF THE PROJECT FOR CONSTRUCTION.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR PRESERVING ANY MONUMENTS, RANGE POINTS, TIES, BENCHMARKS, AND/OR SURVEY CONTROL POINTS WHICH MAY BE DISTRIBUTED OR DESTROYED BY CONSTRUCTION. SUCH POINTS SHALL BE REFERENCED AND REPLACED WITH APPROPRIATE MONUMENT BY A REGISTERED PROFESSIONAL LAND SURVEYOR AUTHORIZED TO PRACTICE LAND SURVEYING IN THE STATE OF COLORADO. PROPERTY CORNERS WHICH FALL WITHIN NEW CONCRETE FLATWORK SHALL BE DURABLE AND SET FLUSH. THIS SHALL BE CONSIDERED INCIDENTAL TO THE PROJECT.



ROARING FORK ENGINEERING
592 HIGHWAY 133
CARBONDALE, CO 81623
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DCS

DATE
4-20-2023

DESCRIPTION
ADDENDUM 3

1

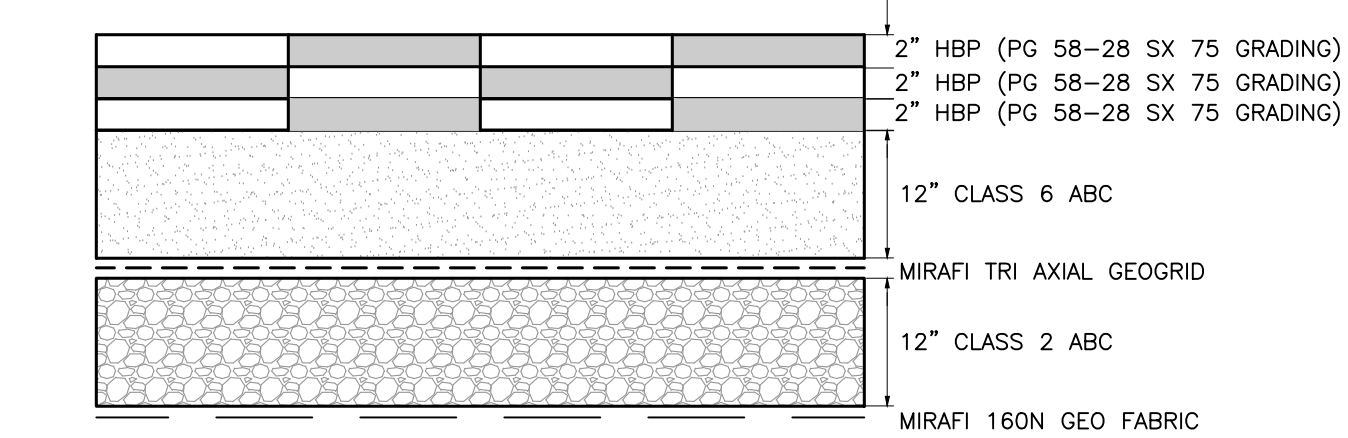
JOB 2022-21
NOT FOR CONSTRUCTION

GLENWOOD MEADOWS
RECLAMATION PROJECT
GLENWOOD SPRINGS, CO

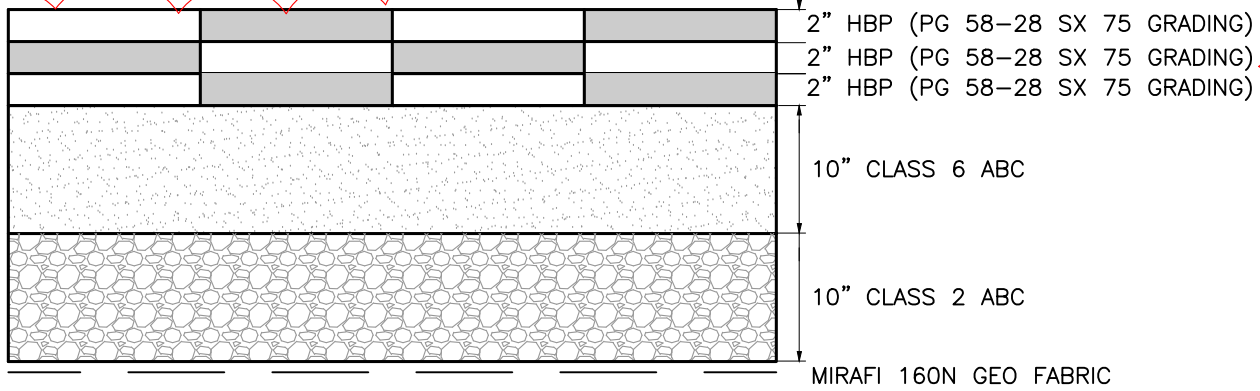
PROJECT NOTES

C001

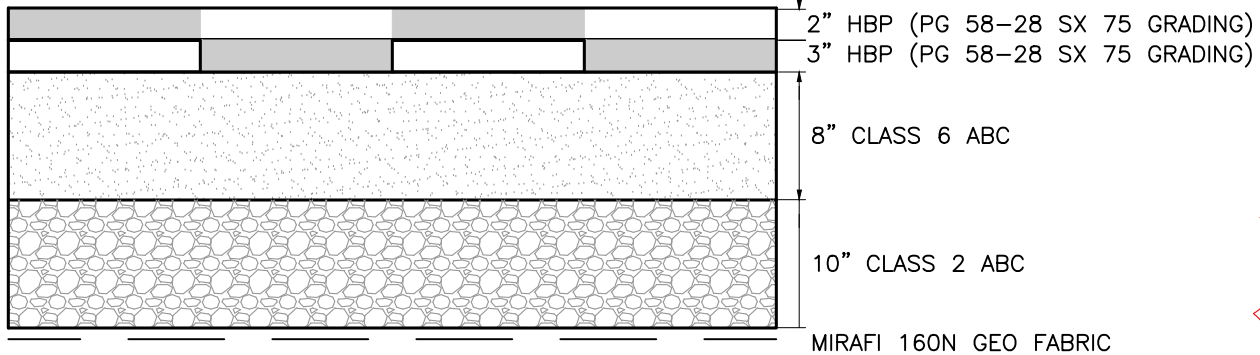
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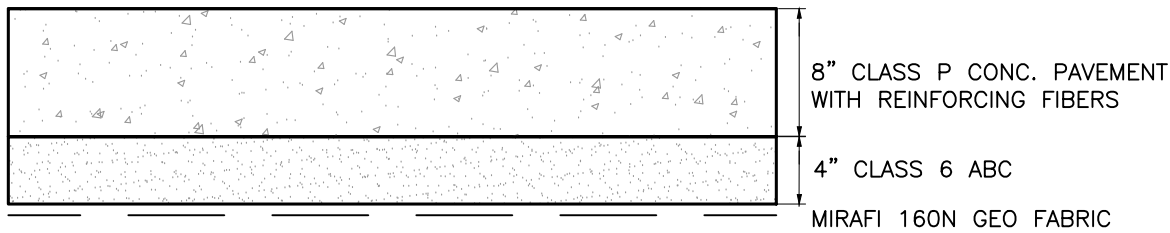
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MUCK EXCAVATION SECTION
SCALE: 1" = 1'



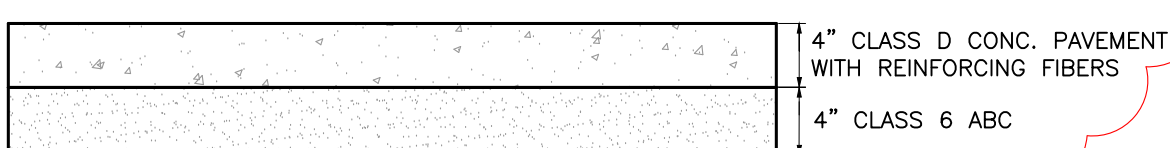
*NOTE: SCARIFY AND RECOMPACT SUBGRADE 8" DEPTH TO 95% STANDARD OR 90% MODIFIED PROCTOR
WEST MEADOWS DRIVE START TO STA: 38+27.87
WULFSOHN DRIVE START TO STA: 45+76.61
HIGH TRAFFIC ASPHALT SECTION
SCALE: 1" = 1'



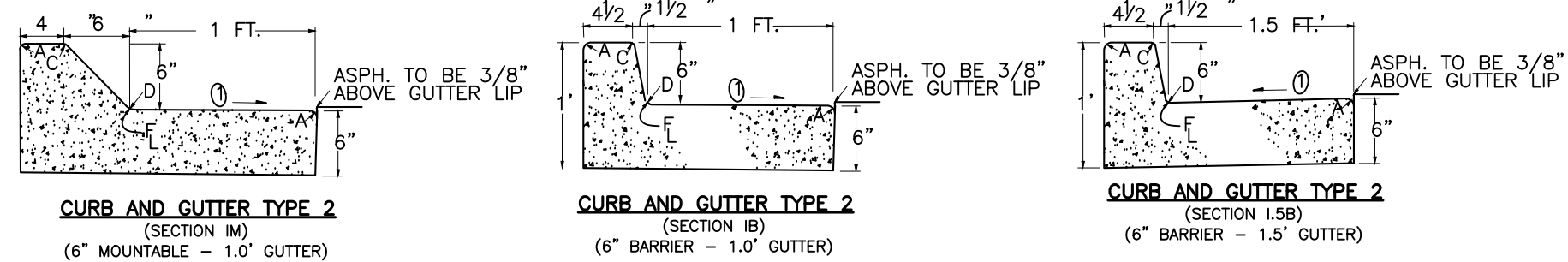
*NOTE: SCARIFY AND RECOMPACT SUBGRADE 8" DEPTH TO 95% STANDARD OR 90% MODIFIED PROCTOR
EAST MEADOWS DRIVE STA: 12+19.52 TO END
LOW TRAFFIC ASPHALT SECTION
SCALE: 1" = 1'



*NOTE: SCARIFY AND RECOMPACT SUBGRADE 8" DEPTH TO 95% STANDARD OR 90% MODIFIED PROCTOR
CONCRETE PAVEMENT SECTION
SCALE: 1" = 1'



*NOTE: SCARIFY AND RECOMPACT SUBGRADE 8" DEPTH TO 95% STANDARD OR 90% MODIFIED PROCTOR
CONCRETE SIDEWALK SECTION
SCALE: 1" = 1'

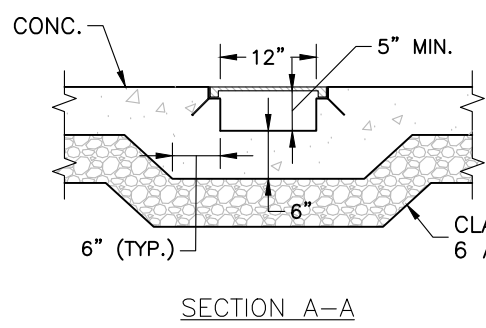
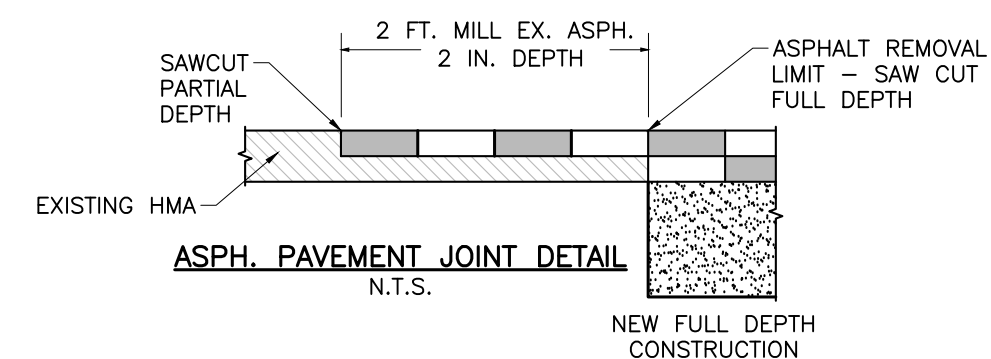


LEGEND FOR RADII

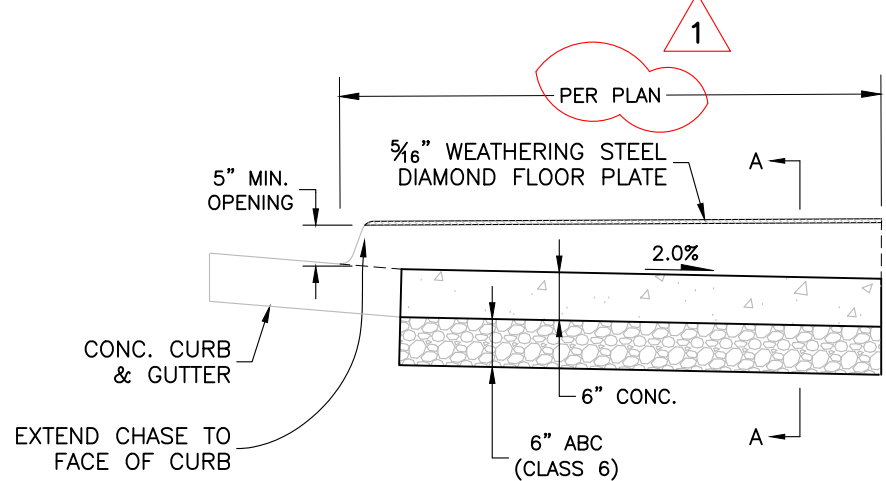
A = 1/8" TO 1/4"
B = 1"
C = 1 1/2"
D = 1 1/2" TO 2"

GENERAL NOTES

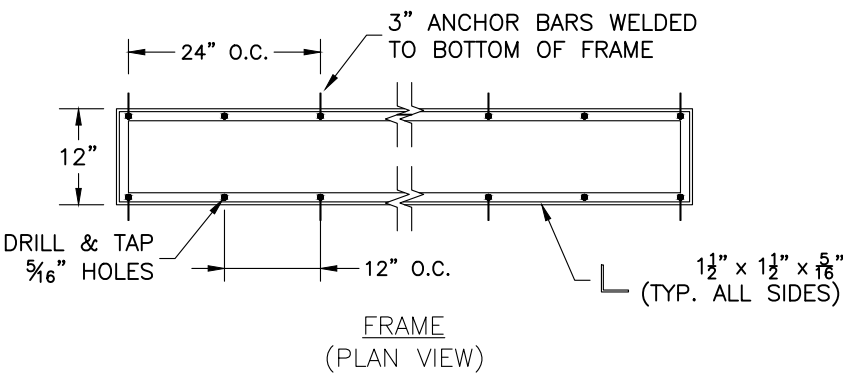
- ALL SUBBASE IS TO BE SCARIFIED AND COMPACTED PRIOR TO PLACEMENT OF CLASS 6. PROOF ROLL TEST ARE TO BE PERFORMED FOR EACH TRAVEL LANE & PARKING AREAS PRIOR TO PLACEMENT OF CLASS 6 ABC.
 - CONCRETE SHALL BE CLASS D.
 - A MIN. OF 4" CLASS 6 ABC SHALL BE PLACED UNDER CURB & GUTTER SECTIONS.
 - DUMMY JOINTS FOR GUTTER TYPE 2 & CURB & GUTTER ARE TO BE SPACED AT 10 FT. ACCORDING TO CDOT SPEC. 609
- EXPANSION JOINTS SHALL BE INSTALLED WHEN ABUTTING EXISTING CONCRETE OR FIXED STRUCTURE. EXPANSION JOINT MATERIAL SHALL BE 1/2 IN. THICK AND SHALL EXTEND THE FULL DEPTH OF CONTACT SURFACE.
- ① GUTTER CROSS SLOPES SHALL BE 1/2 IN./FT. WHEN DRAINING AWAY FROM CURB AND 1IN./FT. WHEN DRAINING TOWARD CURB.



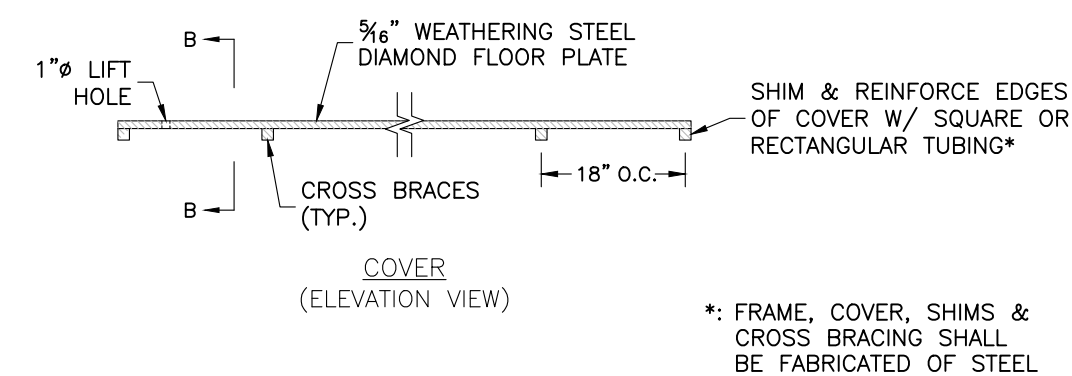
SECTION A-A



SIDEWALK CHASE DETAIL
SCALE: N.T.S.

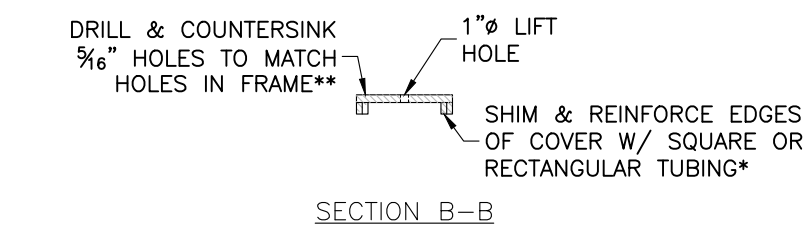


FRAME
(PLAN VIEW)



COVER
(ELEVATION VIEW)

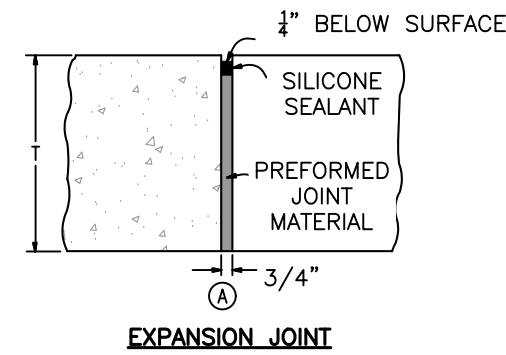
*: FRAME, COVER, SHIMS & CROSS BRACING SHALL BE FABRICATED OF STEEL



SECTION B-B

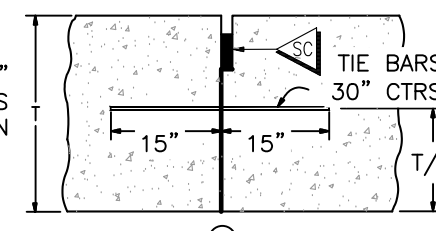
** FASTEN COVER TO FRAME W/ 3/16" STAINLESS STEEL SCREWS WITH COUNTERSUNK HEAD

CHASE DRAIN DETAIL
N.T.S.



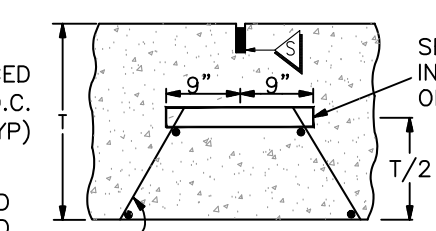
EXPANSION JOINT

NOTE:
1. BARS AND DOWELS TO BE GREASED PRIOR TO SECOND POUR.
2. ALL BARS AND DOWELS TO BE EPOXY COATED.

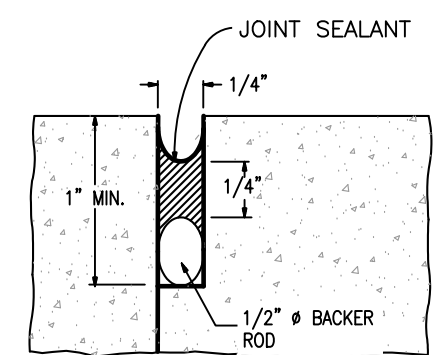


LONGITUDINAL CONSTRUCTION JOINT

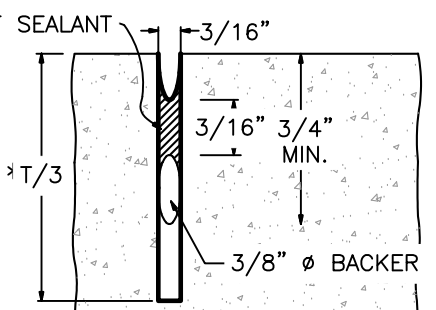
24"x1" Ø DOWEL TO BE PLACED 6" FORM JOINTS THEN 12" O.C.
(3) DOWELS FROM JOINT (TYP)



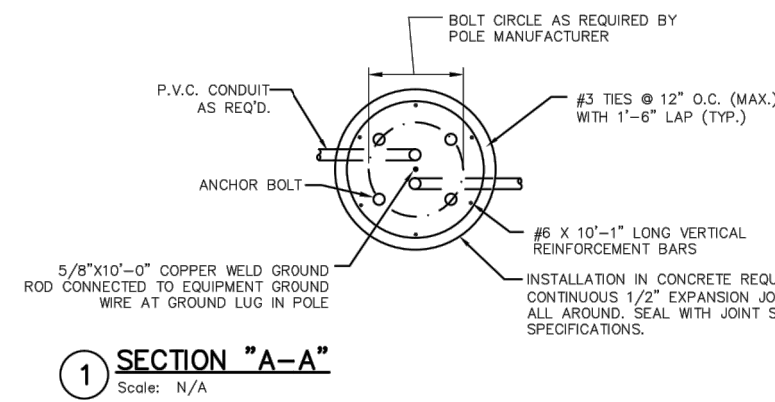
DOWELED TRANSVERSE CONSTRUCTION OR CONTRACTION JOINT



SEAL AT CONSTRUCTION JOINT

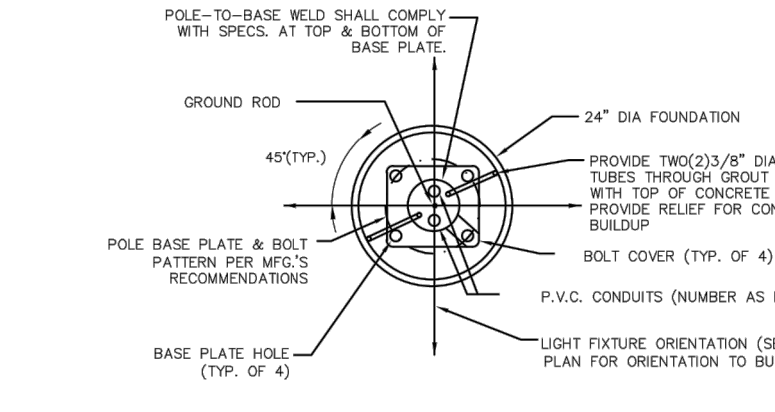


SAWED JOINT



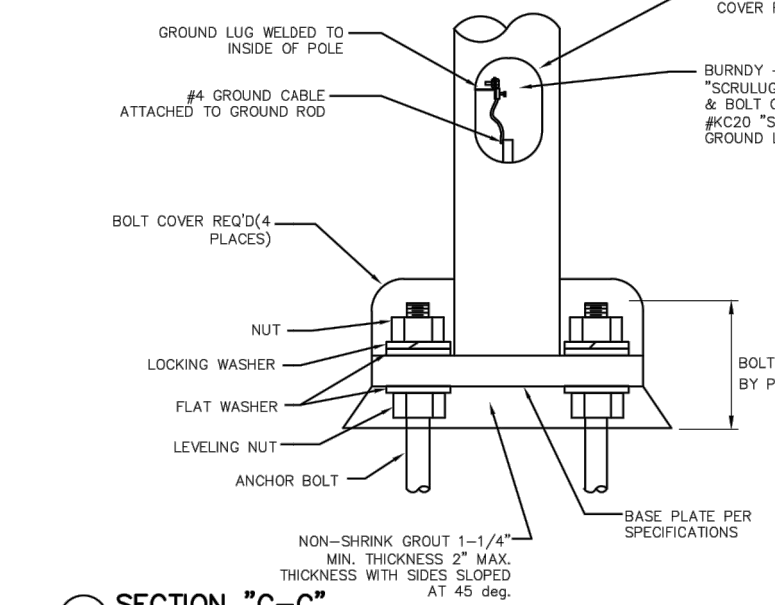
SECTION "A-A"

Scale: N/A



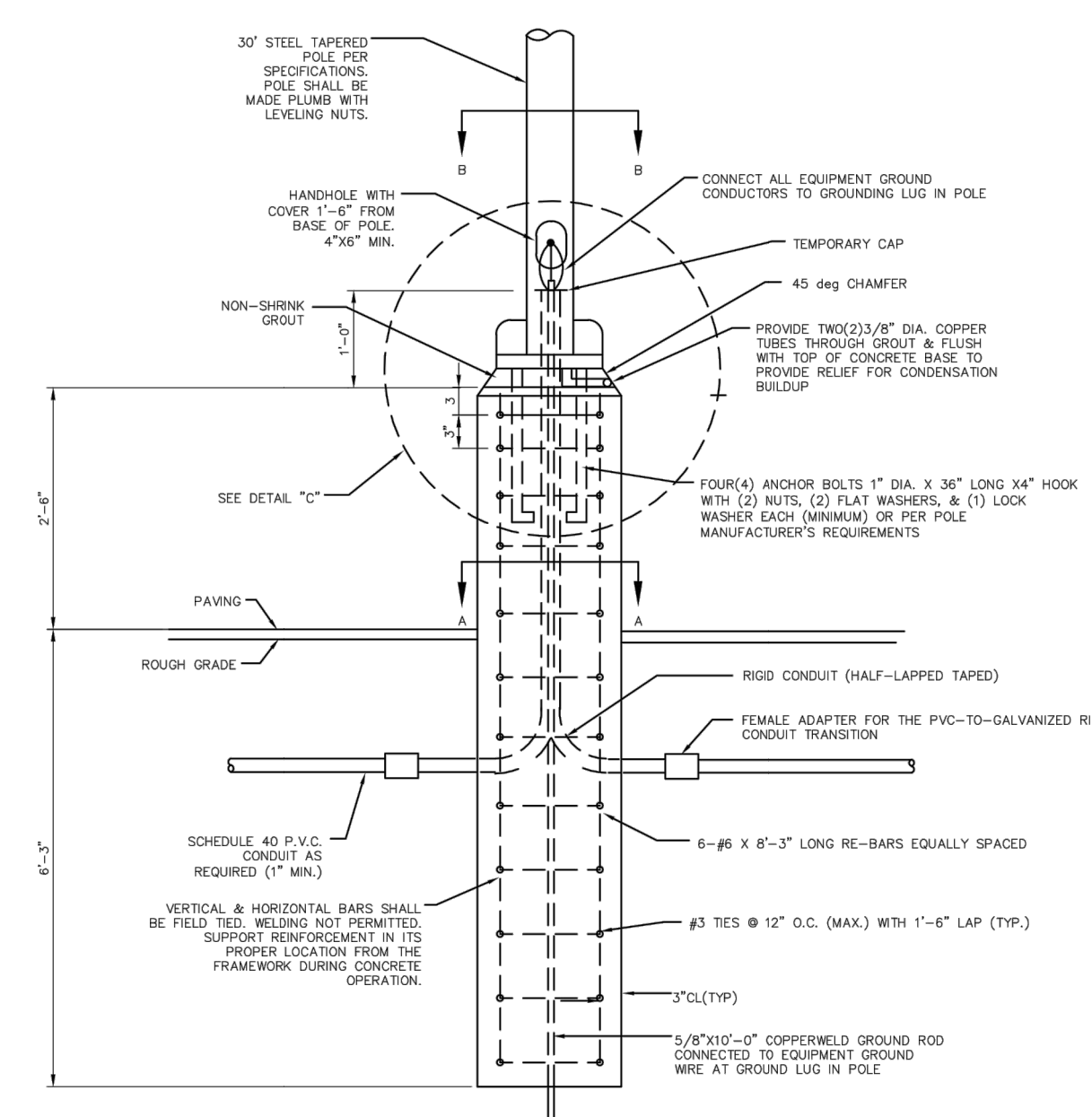
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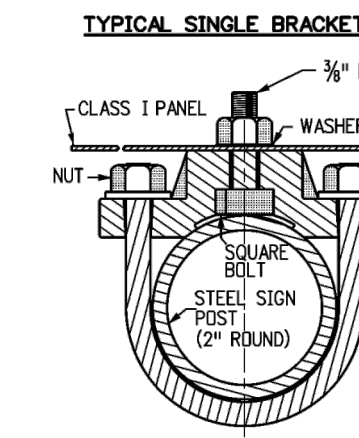
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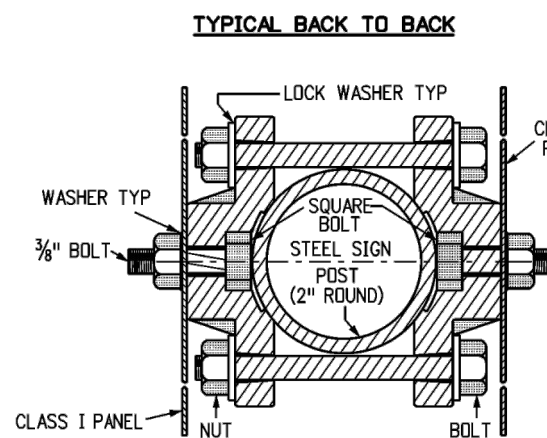


TYPICAL LIGHT POLE BASE DETAIL

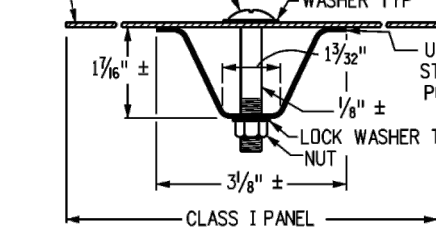
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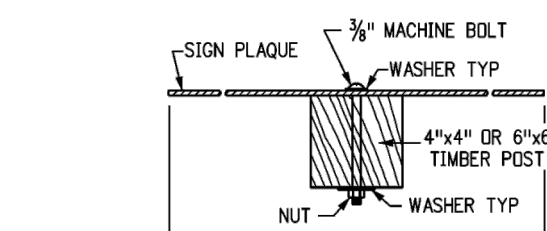
TYPICAL SINGLE BRACKET



TYPICAL BACK TO BACK



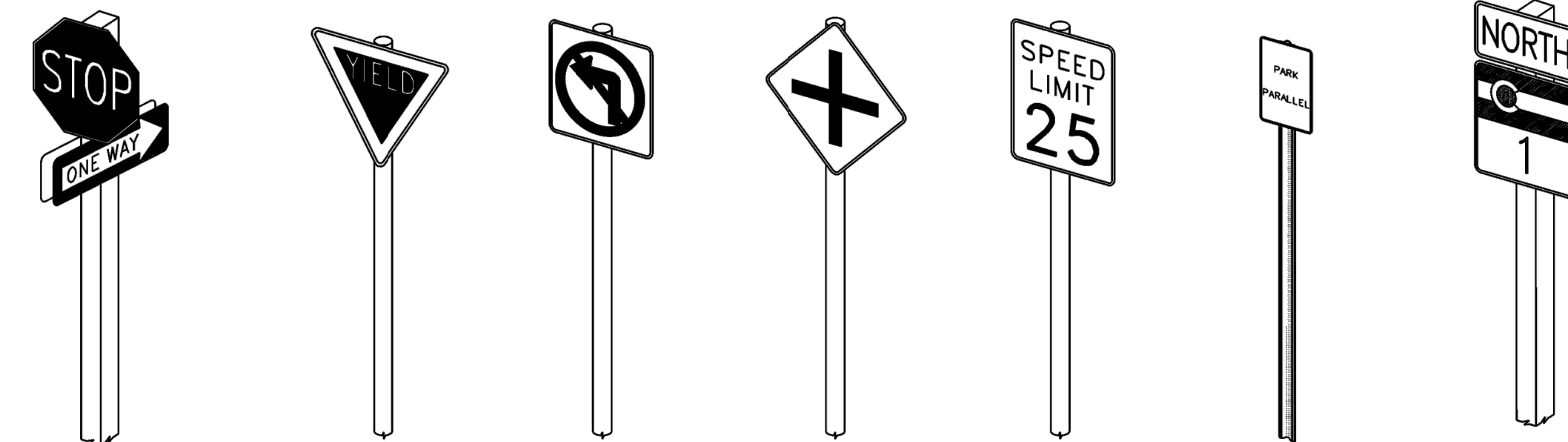
TYPICAL ROUND STEEL POLE SECTION



TYPICAL TIMBER POST SECTION

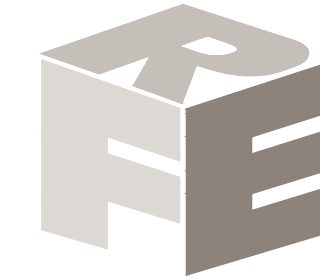
GENERAL NOTES

- TIMBER SIGN POSTS MAY ONLY BE USED FOR TEMPORARY SIGNAGE DURING CONSTRUCTION. TUBULAR STEEL SHALL BE USED FOR PERMANENT INSTALLATIONS.
- CLASS 1 SIGN PANELS ARE ALL THOSE THAT DO NOT REQUIRE BACKING JEES. CLASS 1 PANELS SHALL GENERALLY BE 0.010" MINIMUM THICKNESS SINGLE SHEET ALUMINUM, BUT 0.080" THICKNESS MAY BE USED FOR SIGN PANELS WHERE BOTH THE HORIZONTAL AND VERTICAL DIMENSIONS ARE LESS THAN 36 IN.
- CLASS 1 SIGN PANELS SHALL BE FASTENED TO THE U-2 POST WITH 2- IN. STOVE BOLTS AND TO TIMBER POSTS WITH 2- IN. MACHINE BOLTS. SEE STANDARD PLANS S-614-20 AND S-614-22 FOR EXCEPTIONS.
- A WASHER SHALL BE PLACED BETWEEN THE BOLT HEAD AND THE FACE OF THE SIGN PANEL. A 1 IN. DIA. WASHER SHALL BE PLACED UNDER THE NUT ON THE BACK OF THE TIMBER POST.
- BOLTS, NUTS AND WASHERS SHALL BE GALVANIZED OR CADMIUM PLATED.
- ALL SIGNS SHALL BE FABRICATED USING RETROREFLECTIVE SHEETING CONFORMING TO ASTM D4956. THE TYPE SHALL BE AS DESCRIBED IN THE CDOT STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION SECTION 630.02 AND/OR AS SHOWN ON THE PLANS.
- FOR SIGN PLACEMENT SEE STANDARD PLAN S-614-1.
- U-2 POSTS MAY ONLY BE USED FOR DELINEATORS, MILE MARKERS AND STRUCTURE NUMBER PLAQUES. "U" SHAPE STEEL POSTS SHALL BE A UNIFORM FLANGED CHANNEL SECTION MADE FROM HOT ROLLED STRUCTURAL STEEL, RE-ROLLED RAIL STEEL OR NEW BULLET STEEL HAVING A MINIMUM YIELD STRENGTH OF AT LEAST 30,000 PSI, AND A MINIMUM TENSILE STRENGTH OF AT LEAST 50,000 PSI. U SHAPE POSTS SHALL WEIGH 2 LBS/FT, EXCEPT THAT A MAXIMUM TOLERANCE OF MINUS 3 % OF THE WEIGHT OF ANY ONE POST WILL BE ALLOWED. U SHAPE POSTS SHALL HAVE 1 IN. HOLES DRILLED OR PUNCHED ON 1 IN. OR 2 IN. CENTERS FOR THE TOP 4 FEET OF THE POST AS A MINIMUM, WITH THE FIRST HOLE 1 IN. FROM THE TOP OF THE POST. COLOR OF POSTS SHALL BE INTERSTATE GREEN.
- VERTICAL SPACING BETWEEN PANELS ON THE SAME POST SHALL BE 1 IN. TO 1 IN.



TYPICAL CLASS I GROUND SIGNS

Computer File Information		Sheet Revisions		Colorado Department of Transportation 2829 W. Howard Pl. Denver, CO 80204 Phone: 303-757-9436 Fax: 303-757-9219 Traffic & Safety Engineering MKB	CLASS I SIGNS Issued By: Traffic & Safety Engineering Branch July 31, 2019	STANDARD PLAN NO.	
Creation Date: 07/04/12		Date:	Comments			S-614-2	
Created By: KCM						Standard Sheet No. 1 of 1	
Last Modification Date: 07/31/19						Project Sheet Number:	
Last Modified By: EBUTTA							



ROARING FORK ENGINEERING
592 HIGHWAY 133
CARBONDALE, CO 81623
PH: (970) 340-4130



CHECKED BY: DCS
DRAWN BY: ADW

DATE
4-20-2023

DESCRIPTION
APPENDIX 3

1

JOB 2022-21
NOT FOR CONSTRUCTION

GLENWOOD MEADOWS
RECLAMATION PROJECT
GLENWOOD SPRINGS, CO

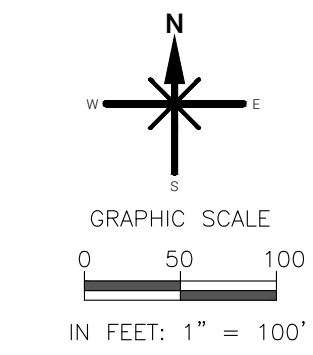
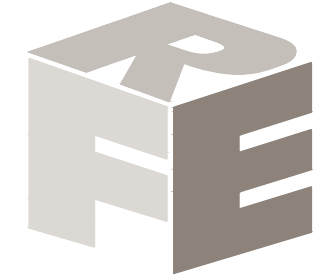
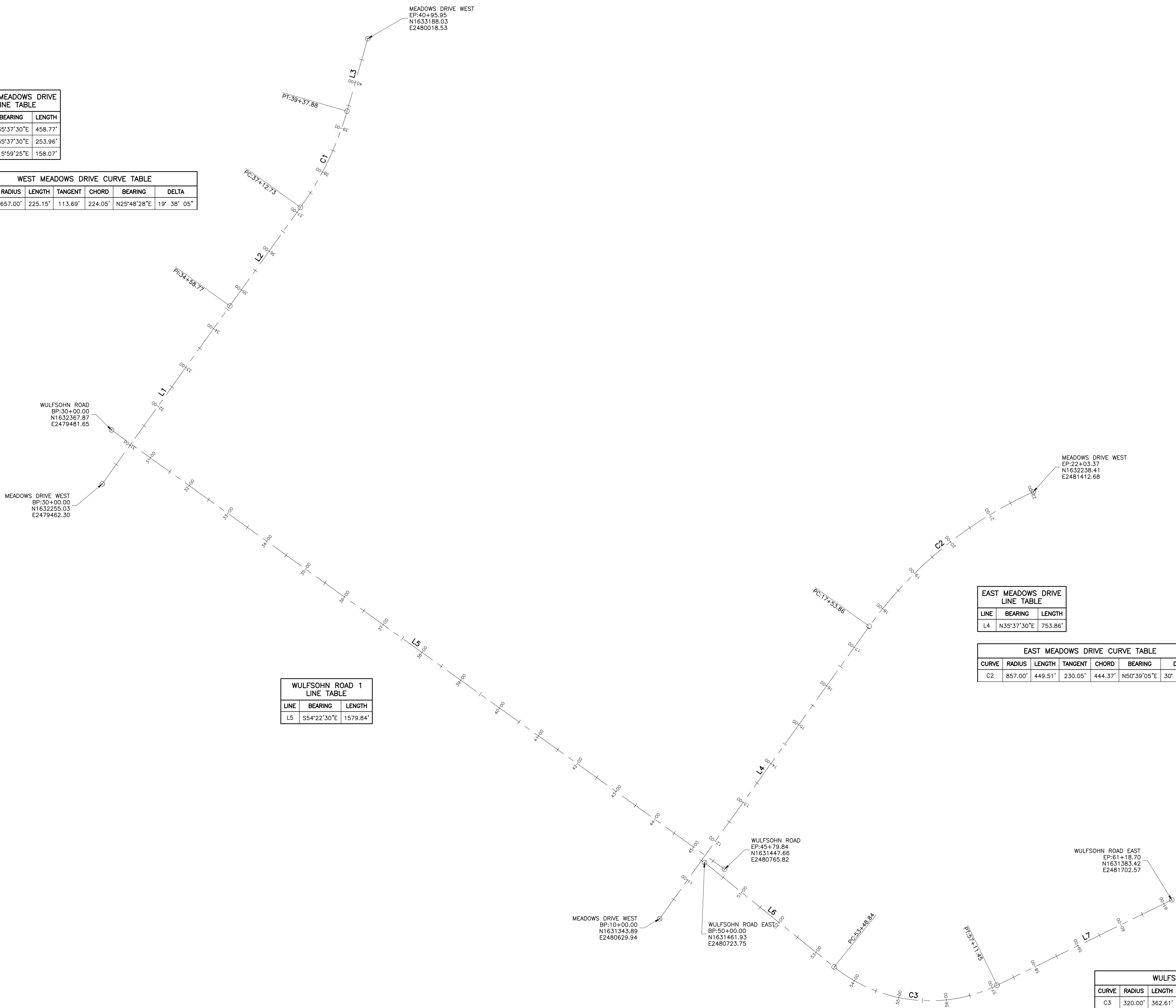
PROJECT DETAILS

C002

P:\2022\21 - GLENWOOD MEADOWS ROADWAY REPLACEMENT PLANNING\04 - DWG\04 - SHEET\T GLENWOOD MEADOWS-SS-GENA.DWG Plotted: 4/20/2023 1:32 PM By: Darryl Stewart

WEST MEADOWS DRIVE LINE TABLE		
LINE	BEARING	LENGTH
L1	N35°37'30"E	458.77'
L2	N35°37'30"E	253.96'
L3	N15°59'25"E	158.07'

WEST MEADOWS DRIVE CURVE TABLE						
CURVE	RADIUS	LENGTH	TANGENT	CHORD	BEARING	DELTA
C1	657.00'	225.15'	113.69'	224.05'	N25°48'28"E	19° 38' 05"



ROARING FORK ENGINEERING
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DCS

DATE
4.20.2023

DESCRIPTION
ADDENDUM 3

1

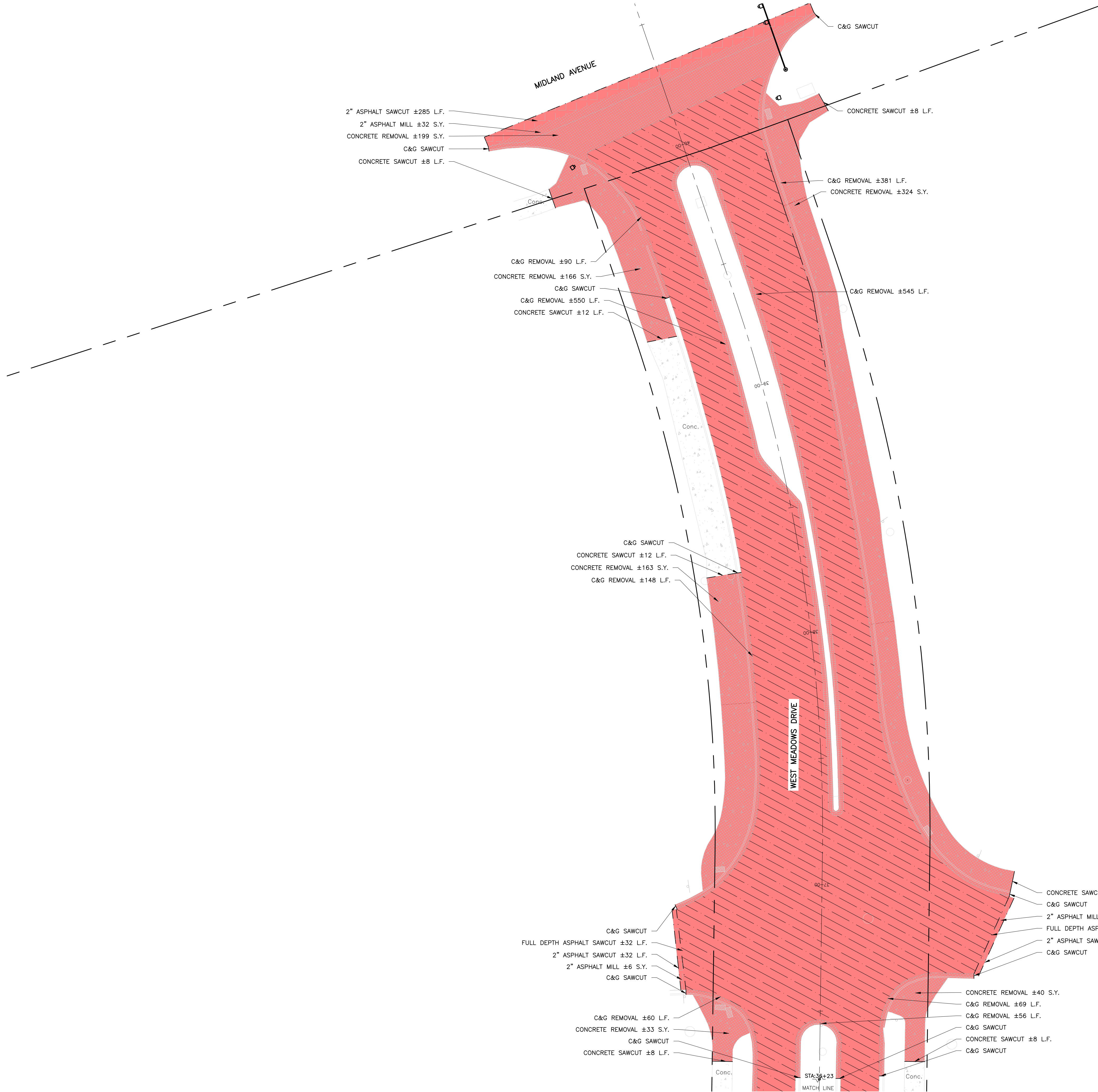
JOB 2022-21
NOT FOR CONSTRUCTION

GLENWOOD MEADOWS
RECLAMATION PROJECT
GLENWOOD SPRINGS, CO

GEOMETRY PLAN

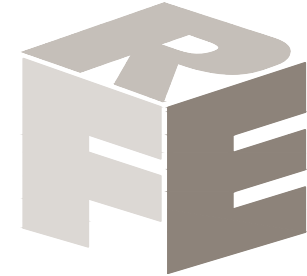
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DEMOLITION LEGEND

DEMO AREA	[Red Shaded Area]
FULL DEPTH ASPHALT REMOVAL	[Diagonal Hatching]
2" ASPHALT MILL	[Cross-hatching]
CONCRETE REMOVAL	[Stippled Pattern]
SAWCUT	[Dashed Line]



GRAPHIC SCALE
0 10 20
IN FEET: 1" = 20'

ROARING FORK ENGINEERING
592 HIGHWAY 133
CARBONDALE, CO 81623
PH: (970) 340-4130



CHECKED BY: DCS
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DRAWN BY
DCS

DATE
4.20.2023

DESCRIPTION
ADDENDUM 3

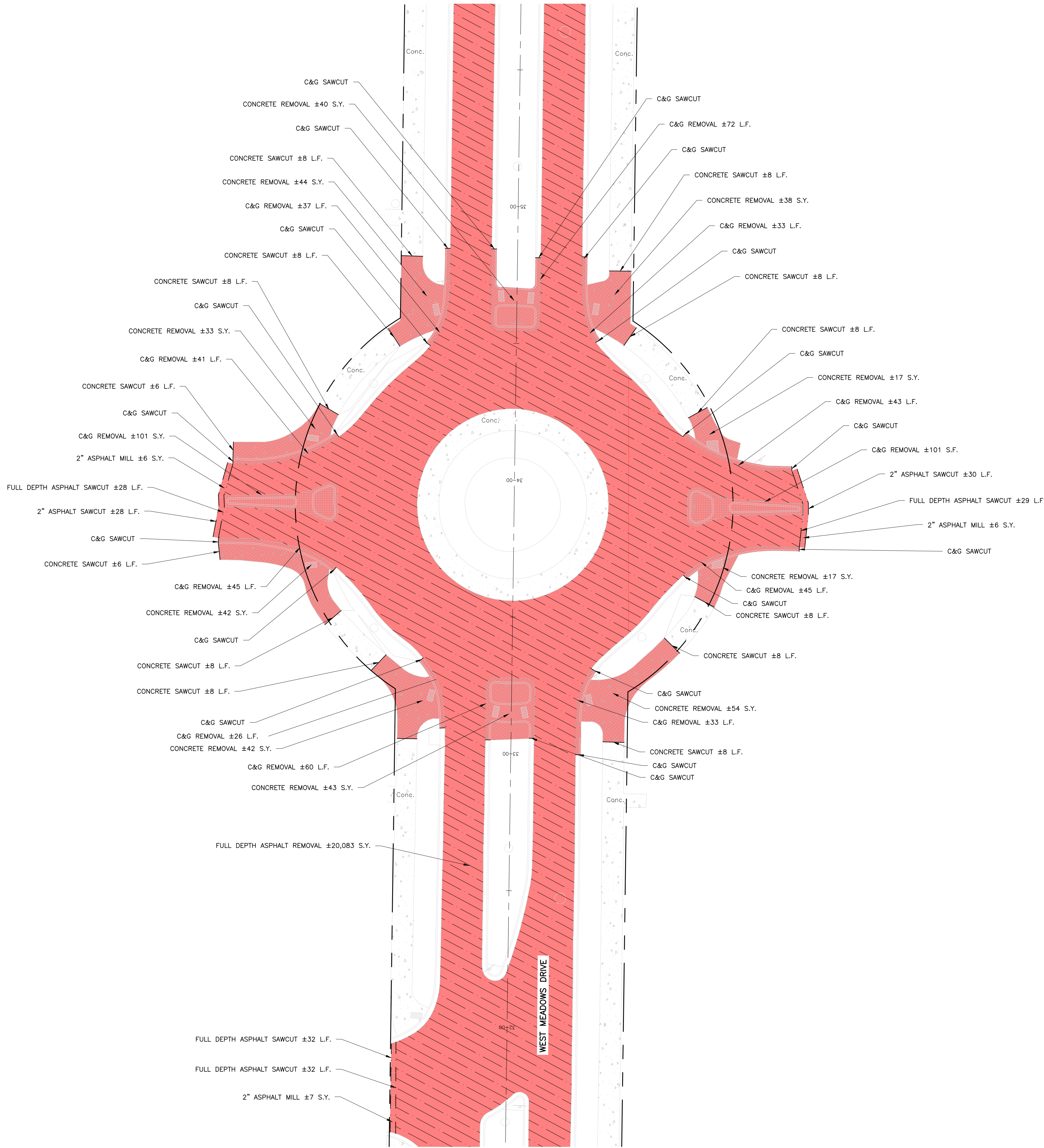
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JOB 2022-21
NOT FOR CONSTRUCTION

**GLENWOOD MEADOWS
RECLAMATION PROJECT
GLENWOOD SPRINGS, CO**

DEMO PLAN 1

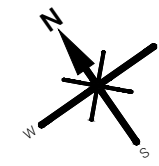
C010

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DEMOLITION LEGEND

DEMO AREA	
FULL DEPTH ASPHALT REMOVAL	
2" ASPHALT MILL	
CONCRETE REMOVAL	
SAWCUT	



GRAPHIC SCALE
0 10 20
IN FEET: 1" = 20'

ROARING FORK ENGINEERING
592 HIGHWAY 133
CARBONDALE, CO 81623
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DCS

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DESCRIPTION
ADDENDUM 3

1

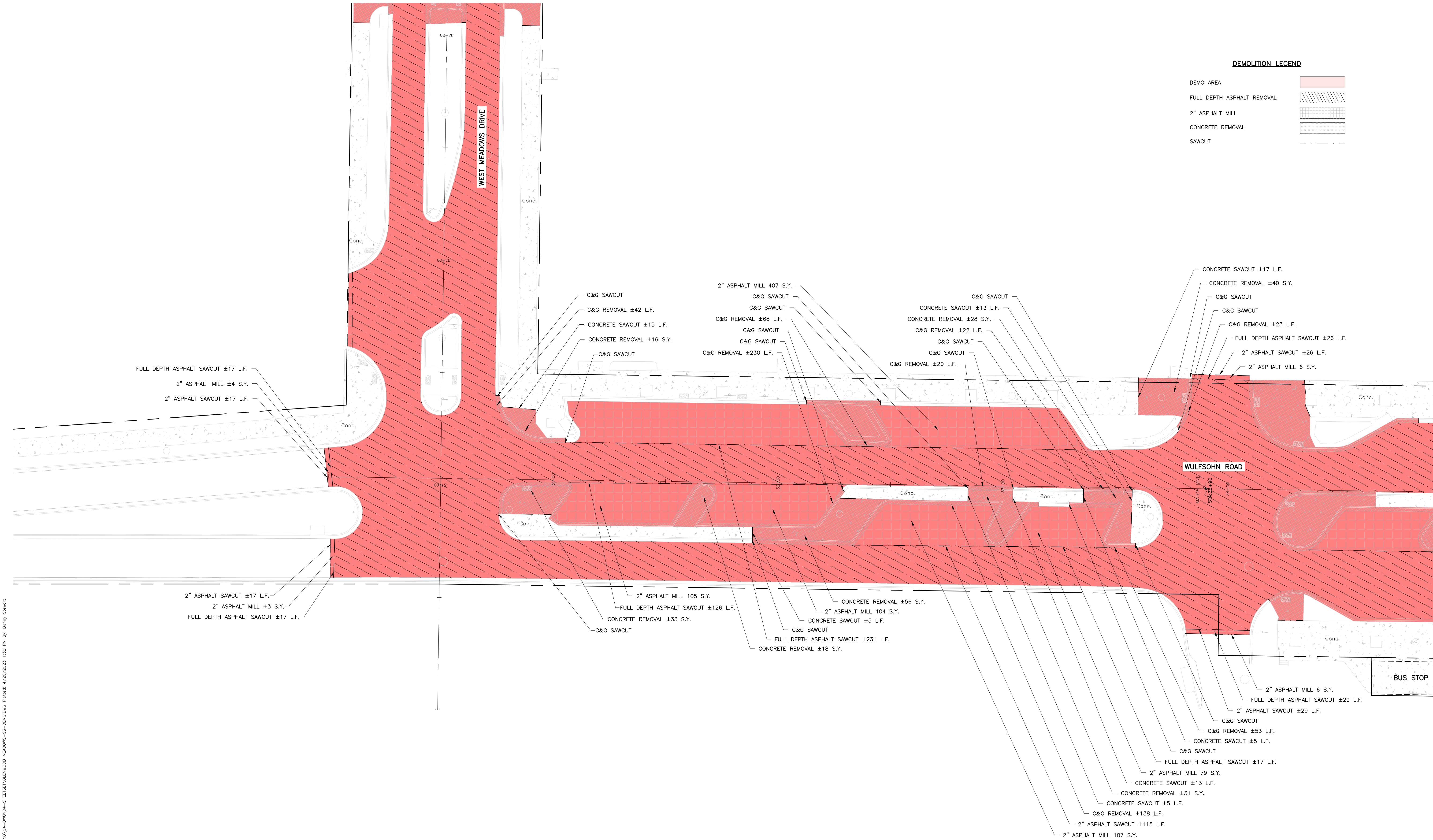
JOB 2022-21
NOT FOR
CONSTRUCTION

**GLENWOOD MEADOWS
RECLAMATION PROJECT
GLENWOOD SPRINGS, CO**

DEMO PLAN 2

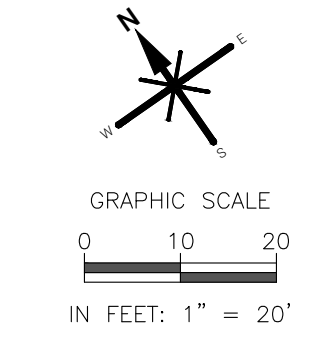
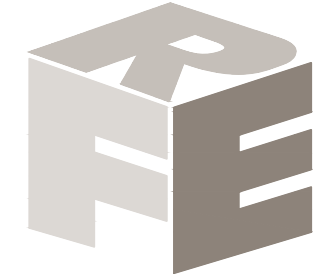
C011

P:\2022\21-GLENWOOD MEADOWS ROADWAY REPLACEMENT PLANNING\04-DWG\04-SHEETSET\GLENWOOD MEADOWS-SS-DEMOWC Plotted: 4/20/2023 1:32 PM By: Darryl Stewart



DEMOLITION LEGEND

DEMO AREA	[Red fill]
FULL DEPTH ASPHALT REMOVAL	[Diagonal hatching]
2" ASPHALT MILL	[Cross-hatching]
CONCRETE REMOVAL	[Stippled pattern]
SAWCUT	[Dashed line]



ROARING FORK ENGINEERING
592 HIGHWAY 133
CARBONDALE, CO 81623
PH: (970) 340-4130



CHECKED BY: DCS
DRAWN BY: ADW

DRAWN BY: DCS

DATE: 4.20.2023

DESCRIPTION:
ADDENDUM 3
1

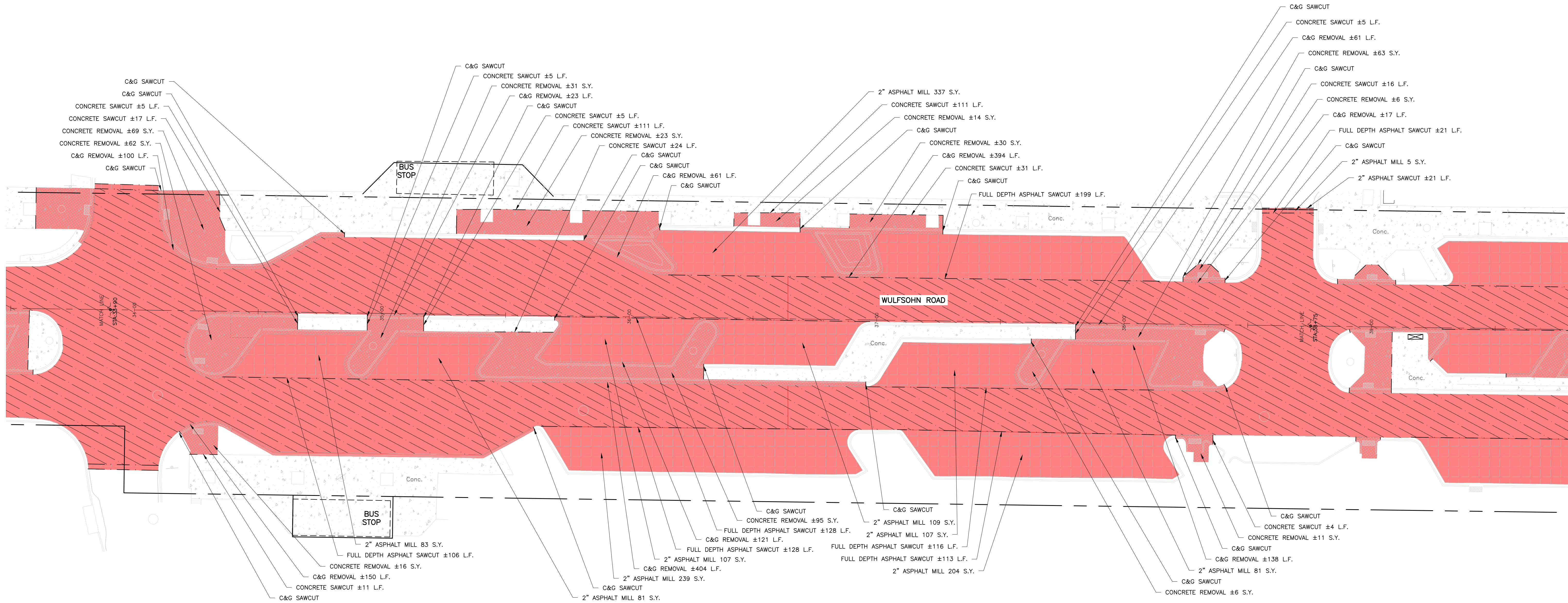
JOB: 2022-21
NOT FOR CONSTRUCTION

**GLENWOOD MEADOWS
RECLAMATION PROJECT
GLENWOOD SPRINGS, CO**

DEMO PLAN 3

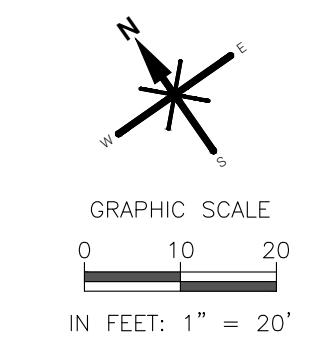
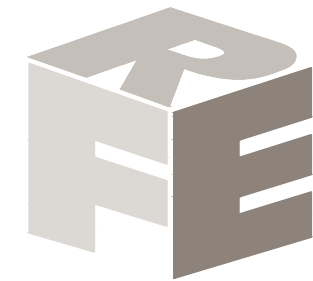
C012

P:\2022\21-GLENWOOD MEADOWS ROADWAY REPLACEMENT PLANNING\04-DWG\04-SHEETSET\GLENWOOD MEADOWS-SF-DEMOWG Plotted: 4/20/2023 1:32 PM By: Darryl Stewart



DEMOLITION LEGEND

- DEMO AREA
- FULL DEPTH ASPHALT REMOVAL
- 2" ASPHALT MILL
- CONCRETE REMOVAL
- SAWCUT



ROARING FORK ENGINEERING
592 HIGHWAY 133
CARBONDALE, CO 81623
PH: (970) 340-4130



CHECKED BY: DCS
DRAWN BY: ADW

DRAWN BY
DCS

DATE
4.20.2023

DESCRIPTION
ADDENDUM 3

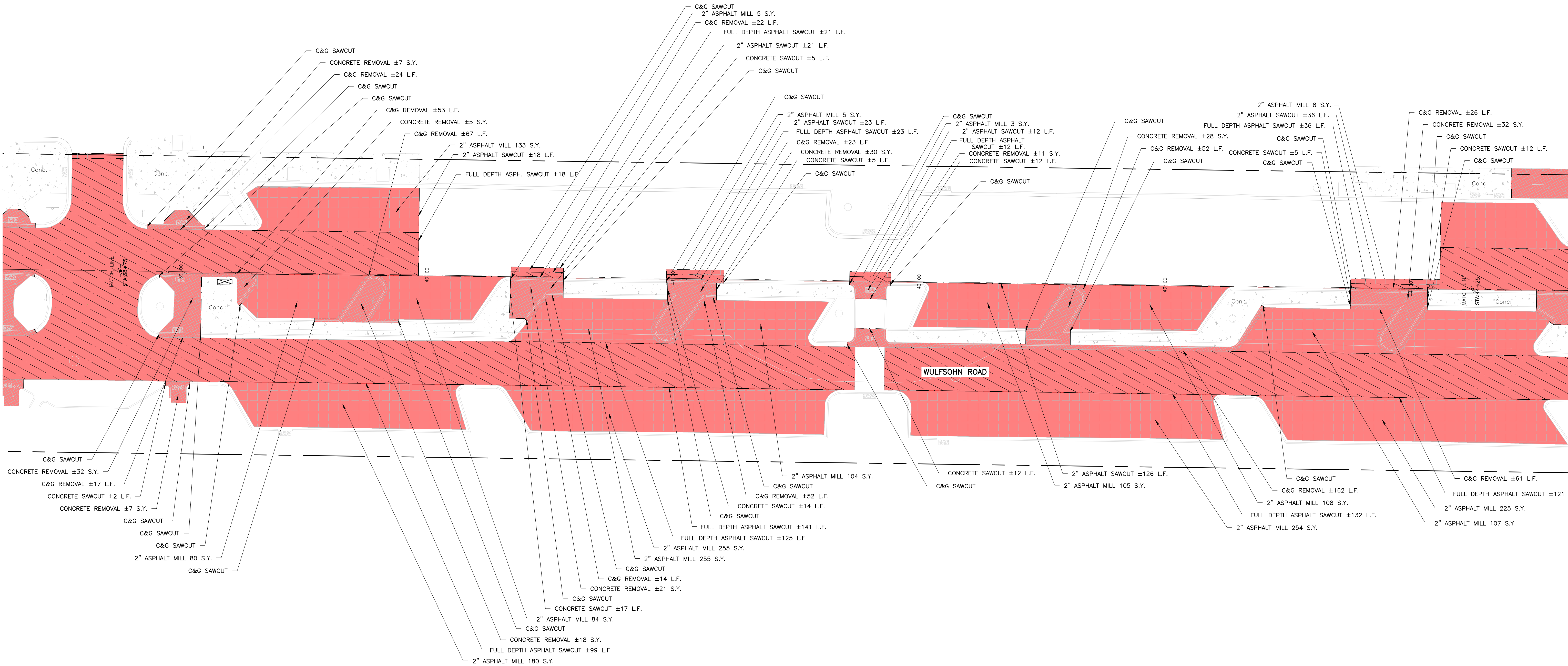
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JOB 2022-21
NOT FOR CONSTRUCTION

GLENWOOD MEADOWS
RECLAMATION PROJECT
GLENWOOD SPRINGS, CO

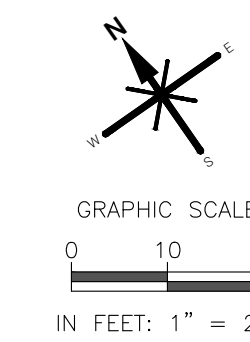
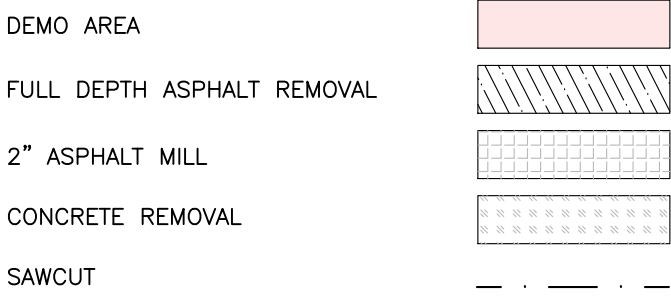
DEMO PLAN 4

C013

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DEMOLITION LEGEND



ROARING FORK ENGINEERING
592 HIGHWAY 133
CARBONDALE, CO 81623
PH: (970) 340-4130



CHECKED BY: DCS
DRAWN BY: ADW

DRAWN BY: DCS

DATE: 4.20.2023

DESCRIPTION:
ADDENDUM 3

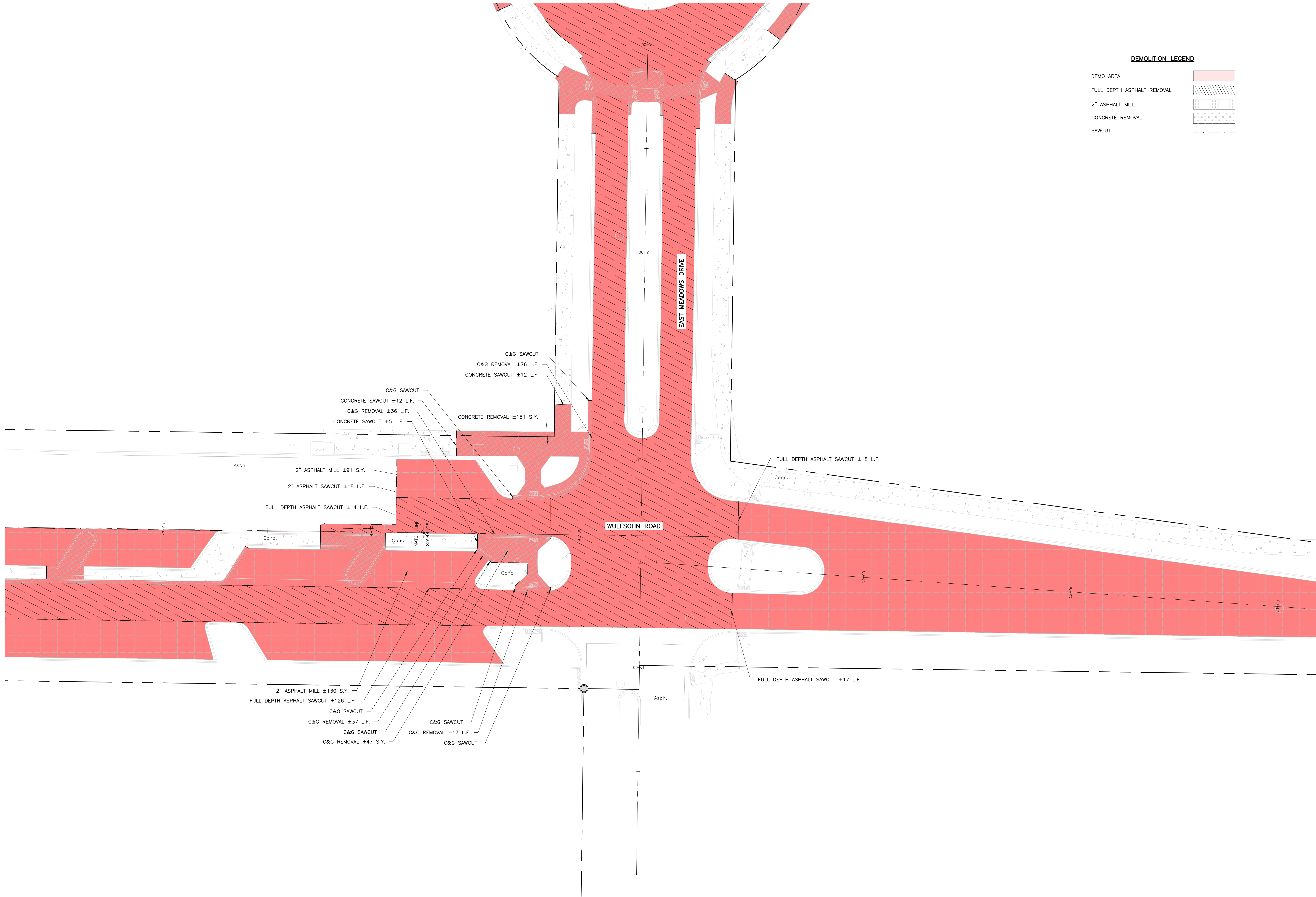
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JOB 2022-21
NOT FOR CONSTRUCTION

GLENWOOD MEADOWS
RECLAMATION PROJECT
GLENWOOD SPRINGS, CO

DEMO PLAN 5

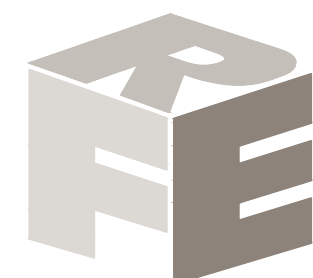
C014

P:\2022\21-GLENWOOD MEADOWS ROADWAY REPLACEMENT PLANNING\04-DWG\04-SHEET\04-GLENWOOD MEADOWS-SS-DEMOWC Plotted: 4/20/2023 1:32 PM By: Darryl Stewart



DEMOLITION LEGEND

DEMO AREA	
FULL DEPTH ASPHALT REMOVAL	
2" ASPHALT MILL	
CONCRETE REMOVAL	
SAWCUT	



GRAPHIC SCALE
0 10 20
IN FEET: 1" = 20'

ROARING FORK ENGINEERING
592 HIGHWAY 133
CARBONDALE, CO 81623
PH: (970) 340-4130



CHECKED BY: DCS
DRAWN BY: ADW

DRAWN BY
DCS

DATE
4.20.2023

DESCRIPTION
ADDENDUM 3

1

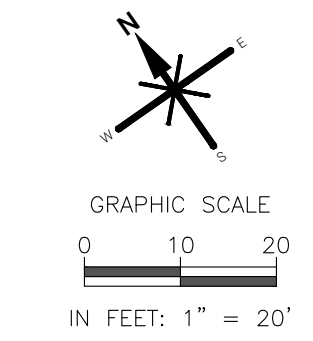
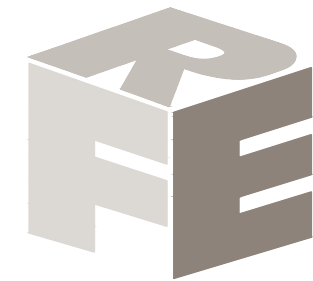
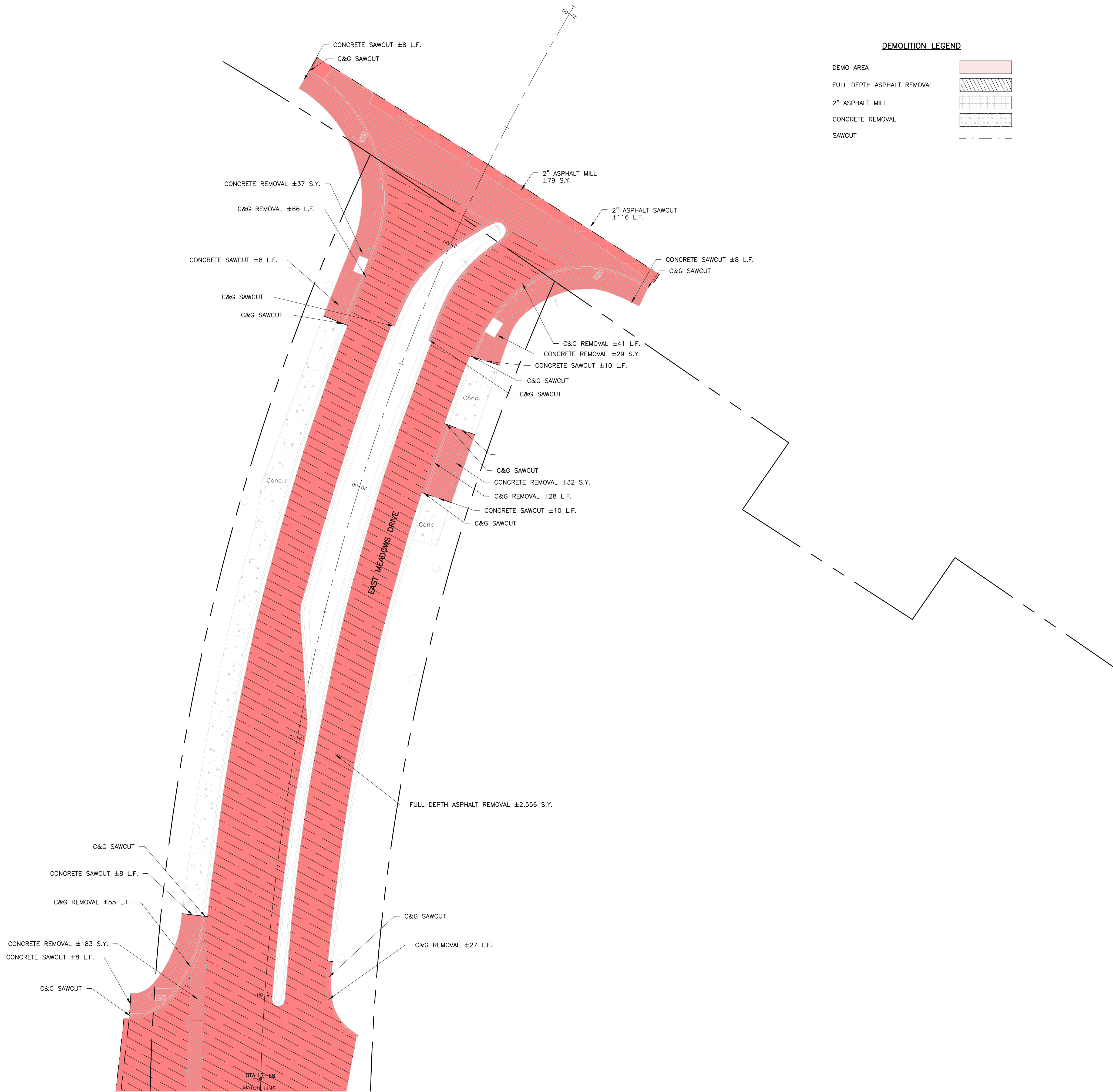
JOB 2022-21
NOT FOR
CONSTRUCTION

**GLENWOOD MEADOWS
RECLAMATION PROJECT
GLENWOOD SPRINGS, CO**

DEMO PLAN 6

C015

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ROARING FORK ENGINEERING
592 HIGHWAY 133
CARBONDALE, CO 81623
PH: (970) 340-4130



CHECKED BY: DCS
DRAWN BY: ADW

DRAWN BY
DCS

DATE
4.20.2023

DESCRIPTION
ADDENDUM 3

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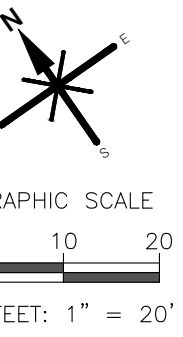
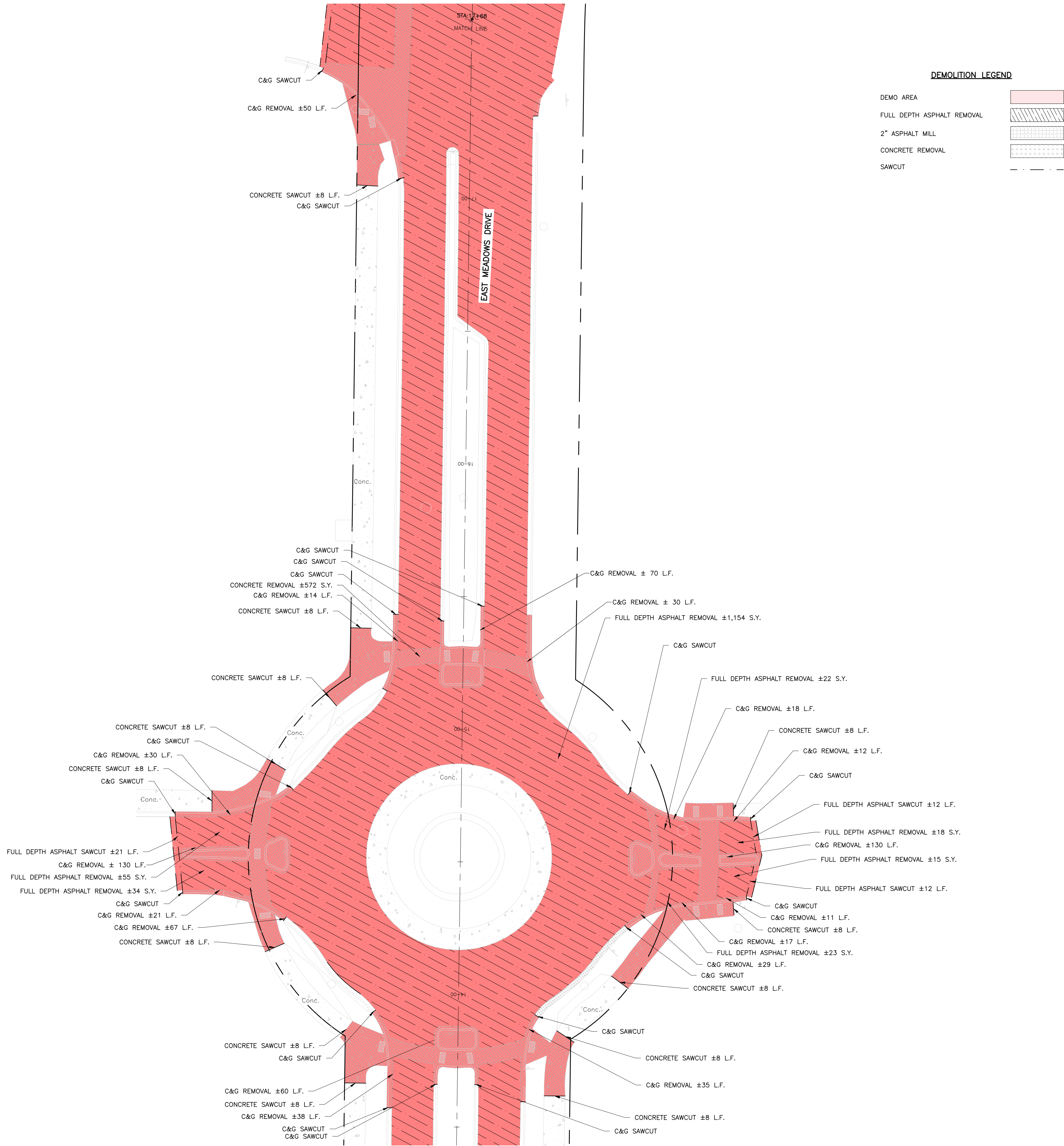
JOB 2022-21
NOT FOR
CONSTRUCTION

**GLENWOOD MEADOWS
RECLAMATION PROJECT
GLENWOOD SPRINGS, CO**

DEMO PLAN 7

C016

P:\2022\21-GLENWOOD MEADOWS ROADWAY REPLACEMENT PLANNING\04-DWG\04-SHEETSET\GLENWOOD MEADOWS-SS-DEMOWG Plotted: 4/20/2023 1:32 PM By: Darryl Stewart



ROARING FORK ENGINEERING

592 HIGHWAY 133
CARBONDALE, CO 81623
PH: (970) 340-4130



CHECKED BY: DCS
DRAWN BY: ADW

DRAWN BY
DCS

DATE
4.20.2023

DESCRIPTION
ADDENDUM 3

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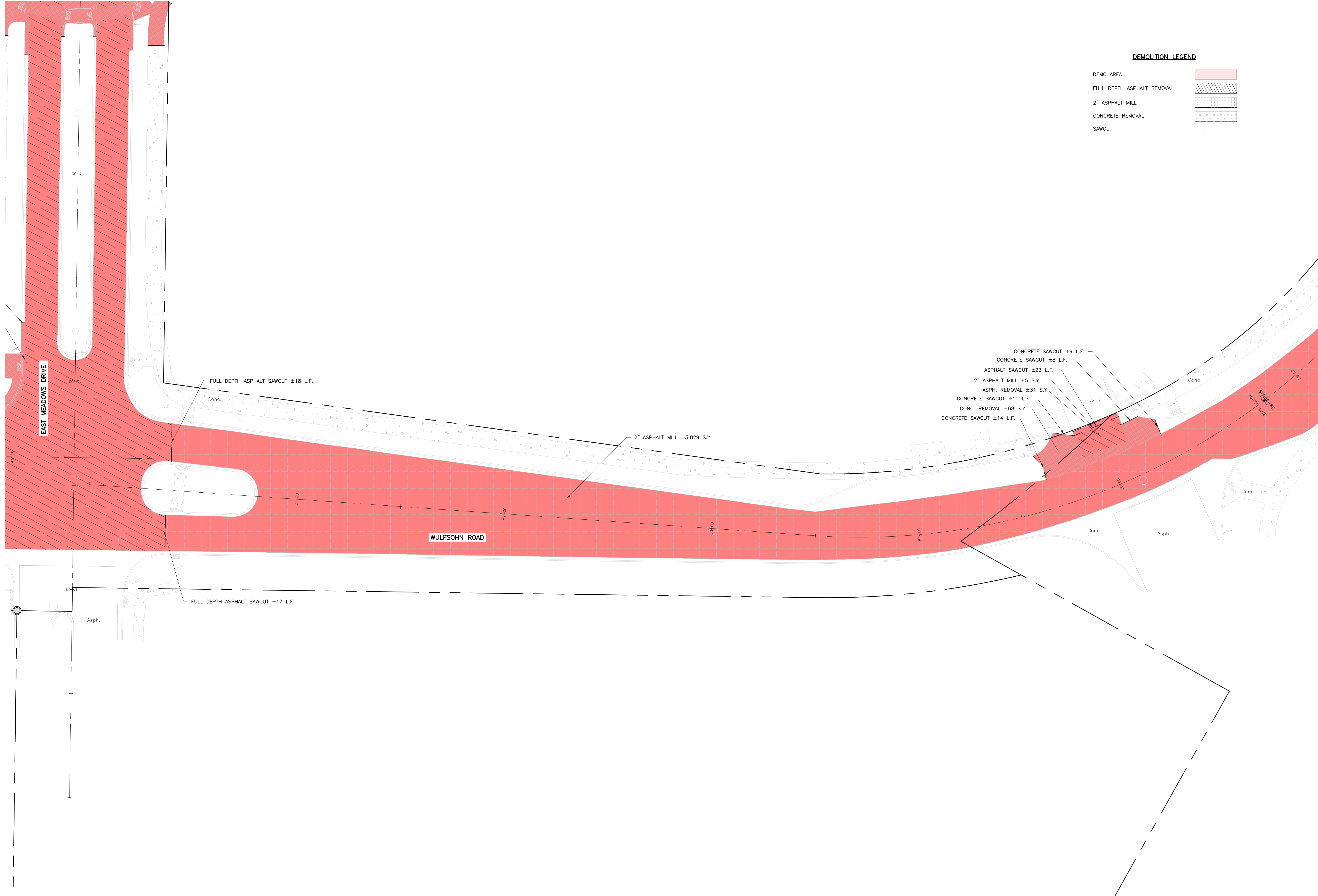
JOB 2022-21
NOT FOR
CONSTRUCTION

GLENWOOD MEADOWS
RECLAMATION PROJECT
GLENWOOD SPRINGS, CO

DEMO PLAN 8

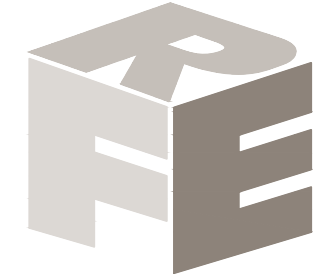
C017

P:\2022\21-GLENWOOD MEADOWS ROADWAY REPLACEMENT PLANNING\04-DWG\04-SHEETSET\GLENWOOD MEADOWS-SP-DEMO.DWG Plotted: 4/20/2023 1:32 PM By: Darryl Stewart



DEMOLITION LEGEND

DEMO AREA	
FULL DEPTH ASPHALT REMOVAL	
2" ASPHALT MILL	
CONCRETE REMOVAL	
SAWCUT	



GRAPHIC SCALE
0 10 20
IN FEET: 1" = 20'

ROARING FORK ENGINEERING
592 HIGHWAY 133
CARBONDALE, CO 81623
PH: (970) 340-4130



CHECKED BY: DCS
DRAWN BY: ADW

DRAWN BY
DCS

DATE
4.20.2023

DESCRIPTION
ADDENDUM 3

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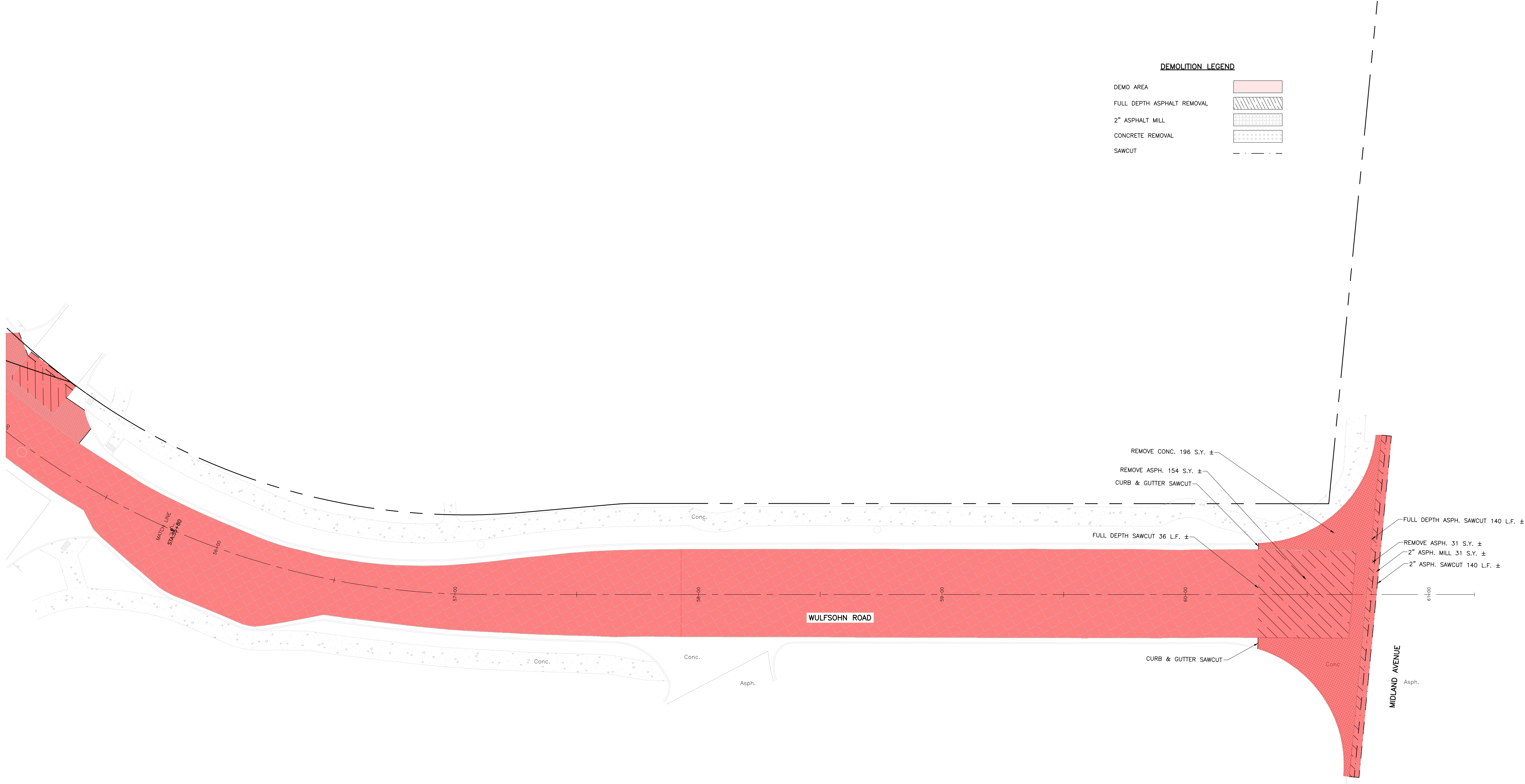
JOB 2022-21
NOT FOR CONSTRUCTION

**GLENWOOD MEADOWS
RECLAMATION PROJECT
GLENWOOD SPRINGS, CO**

DEMO PLAN 9

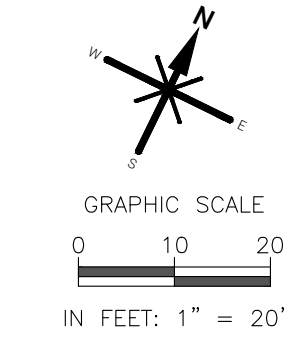
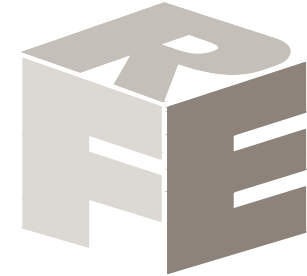
C018

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DEMOLITION LEGEND

- DEMO AREA
- FULL DEPTH ASPHALT REMOVAL
- 2" ASPHALT MILL
- CONCRETE REMOVAL
- SAWCUT



ROARING FORK ENGINEERING
592 HIGHWAY 133
CARBONDALE, CO 81623
PH: (970) 340-4130



CHECKED BY: DCS
DRAWN BY: ADW

DRAWN BY: DCS

DATE: 4.20.2023

DESCRIPTION: ADDENDUM 3

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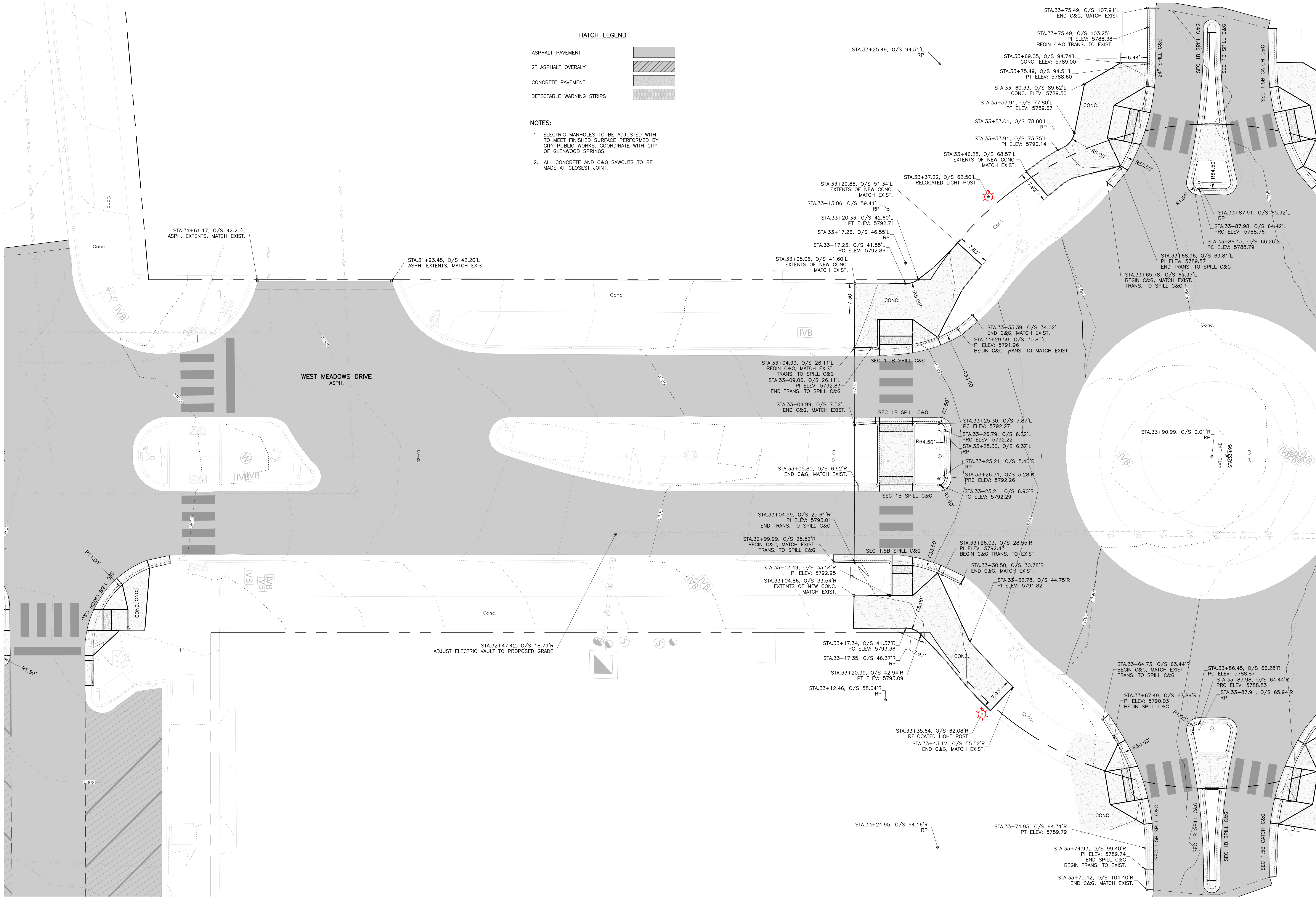
JOB: 2022-21
NOT FOR CONSTRUCTION

GLENWOOD MEADOWS
RECLAMATION PROJECT
GLENWOOD SPRINGS, CO

DEMO PLAN 10

C019

P:\2022\21-GLENWOOD MEADOWS ROADWAY REPLACEMENT PLANNING\04-DWG\04-SHEETSET\GLENWOOD MEADOWS-SS-SITE.DWG Plotted: 4/20/2023 1:33 PM By: Denny Stewart

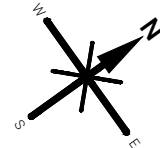


HATCH LEGEND

ASPHALT PAVEMENT	
2" ASPHALT OVERLAY	
CONCRETE PAVEMENT	
DETECTABLE WARNING STRIPS	

NOTES:

1. ELECTRIC MANHOLES TO BE ADJUSTED WITH TO MEET FINISHED SURFACE PERFORMED BY CITY PUBLIC WORKS. COORDINATE WITH CITY OF GLENWOOD SPRINGS.
2. ALL CONCRETE AND C&G SAWCUTS TO BE MADE AT CLOSEST JOINT.



GRAPHIC SCALE
0 5 10
IN FEET: 1" = 10'

ROARING FORK ENGINEERING

592 HIGHWAY 133
CARBONDALE, CO 81623
PH: (970) 340-4130



CHECKED BY: DCS
DRAWN BY: ADW

DRAWN BY
DCS

DATE
4.20.2023

DESCRIPTION
ADDENDUM 3

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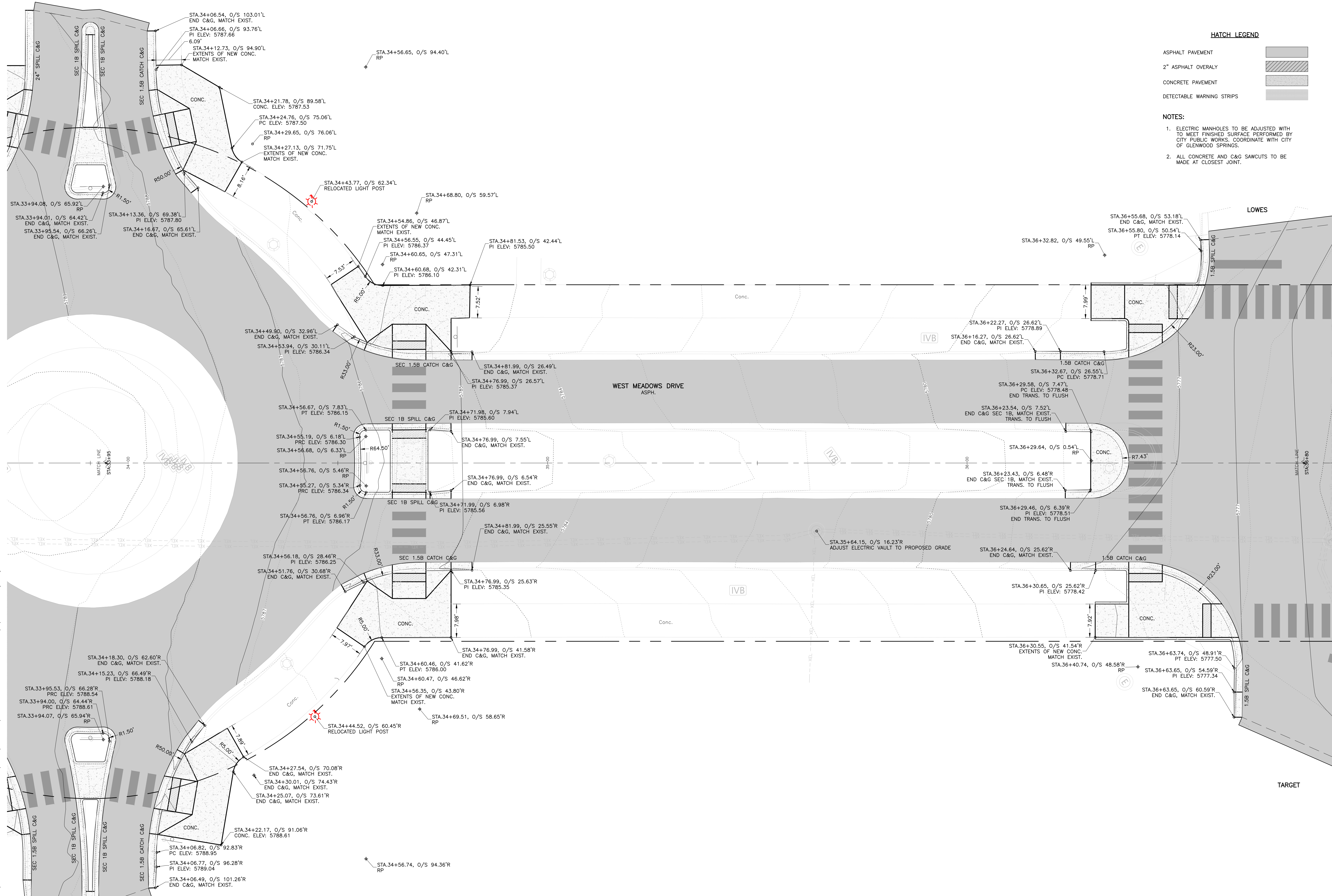
JOB 2022-21
NOT FOR
CONSTRUCTION

GLENWOOD MEADOWS
RECLAMATION PROJECT
GLENWOOD SPRINGS, CO

WEST MEADOWS DRIVE
STA. 30+00 TO 33+95

C100

P:\2023\1-GLENWOOD MEADOWS ROADWAY REPLACEMENT PLANNING\04-DWG\04-SHEETSET\GLENWOOD MEADOWS-SS-SITE.DWG Plotlet: 4/20/2023 1:33 PM By: Denny Stewart

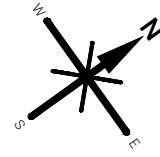


HATCH LEGEND

- ASPHALT PAVEMENT
- 2" ASPHALT OVERLAY
- CONCRETE PAVEMENT
- DETECTABLE WARNING STRIPS

NOTES:

- ELECTRIC MANHOLES TO BE ADJUSTED WITH TO MEET FINISHED SURFACE PERFORMED BY CITY PUBLIC WORKS. COORDINATE WITH CITY OF GLENWOOD SPRINGS.
- ALL CONCRETE AND C&G SAWCUTS TO BE MADE AT CLOSEST JOINT.



GRAPHIC SCALE
0 5 10
IN FEET: 1" = 10'

ROARING FORK ENGINEERING

592 HIGHWAY 133
CARBONDALE, CO 81623
PH: (970) 340-4130



CHECKED BY: DCS
DRAWN BY: ADW

DRAWN BY
DCS

DATE
4.20.2023

DESCRIPTION
ADDENDUM 3

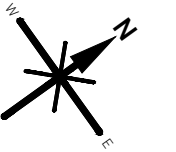
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JOB 2022-21
NOT FOR
CONSTRUCTION

GLENWOOD MEADOWS
RECLAMATION PROJECT
GLENWOOD SPRINGS, CO

WEST MEADOWS DRIVE
STA. 33+95 TO 36+80

C101



GRAPHIC SCALE

5 10

FEET: 1" = 10'

592 HIGHWAY 133

CARBONDALE, CO 81623
PH: (970) 340-4130



ECKED BY: DCS
AWN BY: ADW

DCS

4.20.2023

ADDENDUM 3

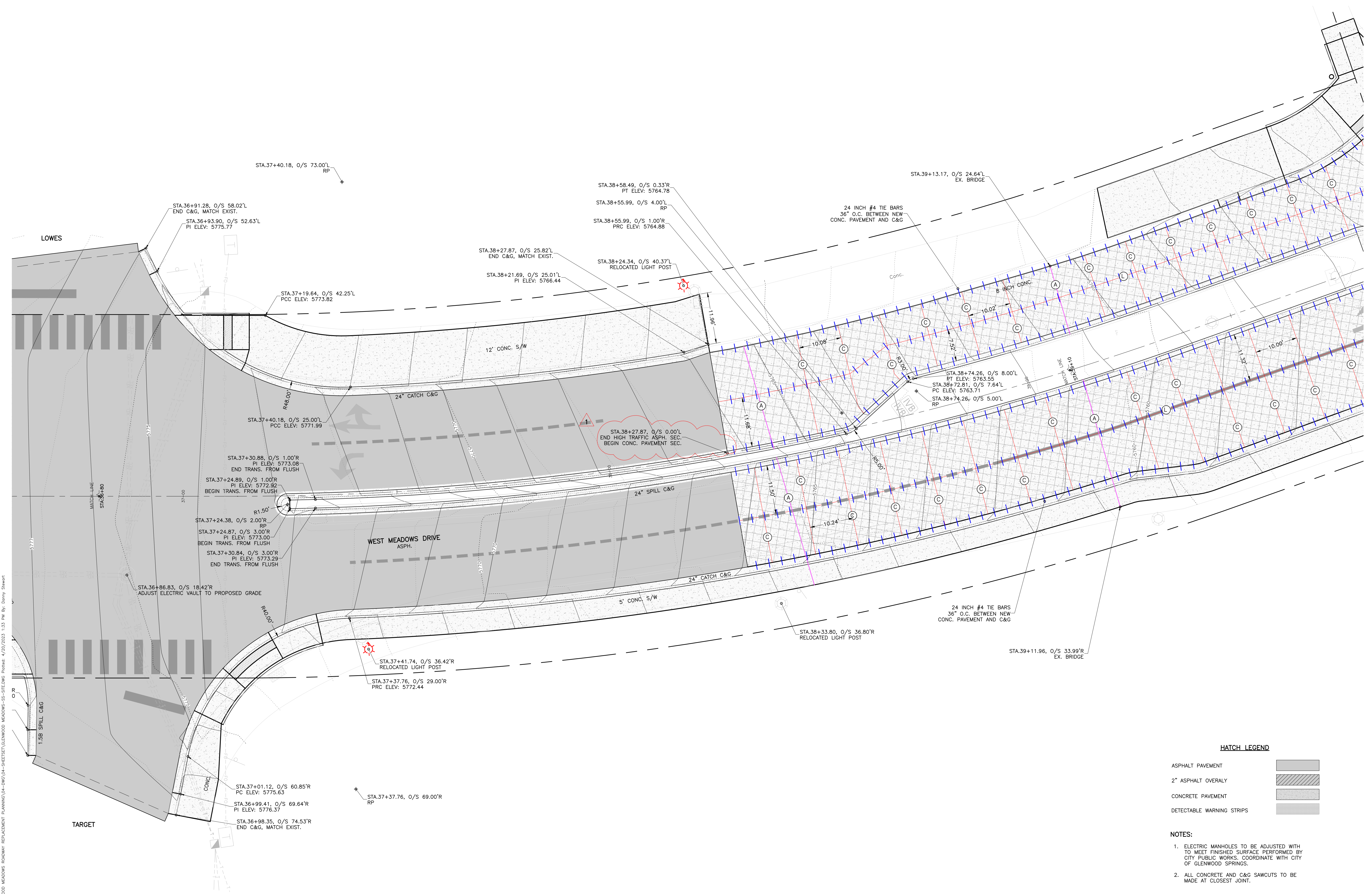
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2022-21
NOT FOR
INSTRUCTION

RECLAMATION PROJECT
GLENWOOD SPRINGS, CO

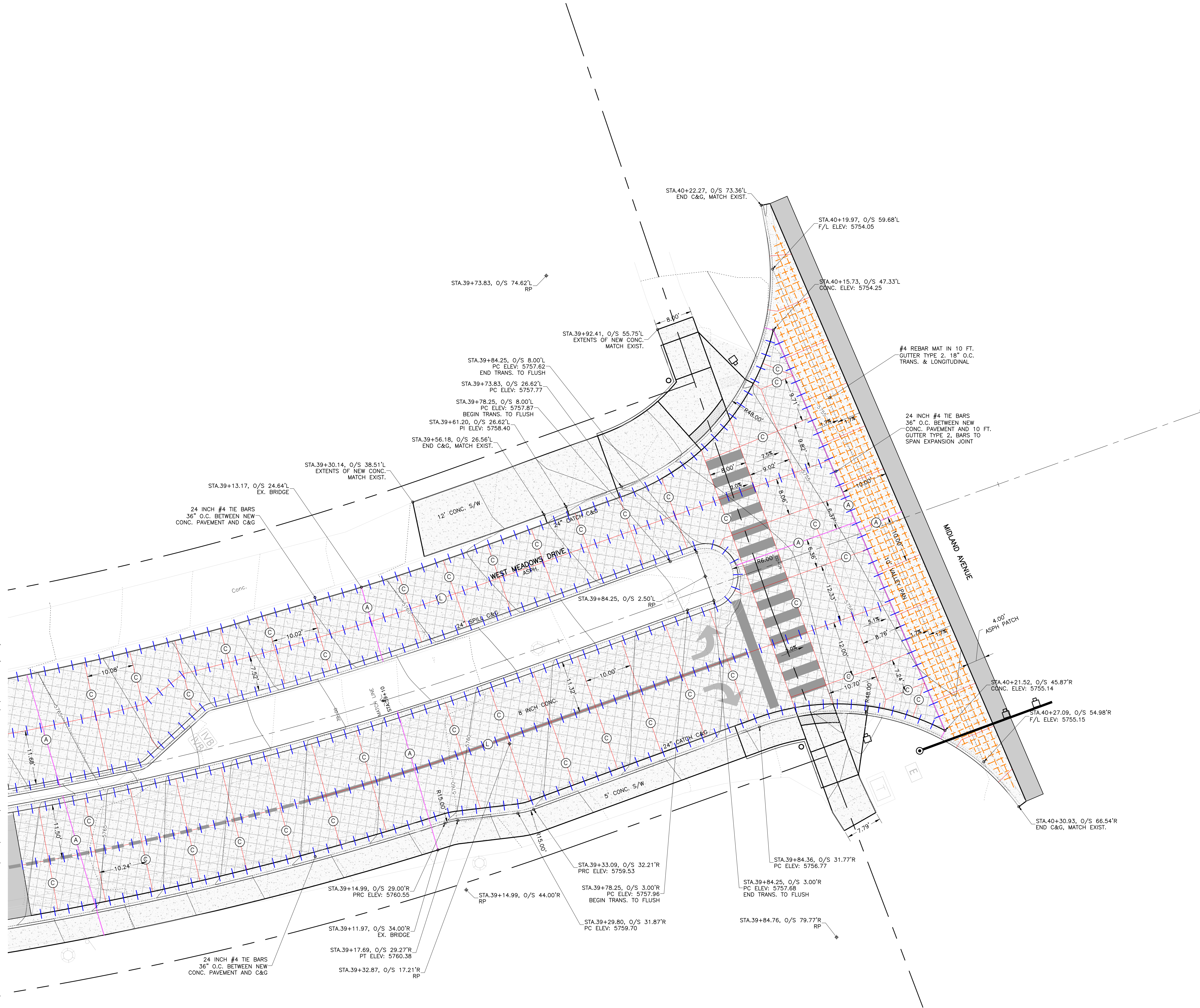
WEST MEADOWS DRIVE
STA. 36+80 TO 39+10

102



P:\2022\21-GLENWOOD MEADOWS ROADWAY REPLACEMENT PLANNING\04-DWG\04-SHEETSET\GLENWOOD MEADOWS-SS-SITE.DWG Plotted: 4/20/2023 1:33 PM By: Danny Stewart

P:\2023\21-GLENWOOD MEADOWS ROADWAY REPLACEMENT PLANNING\04-DWG\04-SHEETSET\GLENWOOD MEADOWS-SS-SITE.DWG Plotted: 4/20/2023 1:33 PM By: Denny Stewart

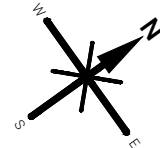


HATCH LEGEND

ASPHALT PAVEMENT	
2" ASPHALT OVERLAY	
CONCRETE PAVEMENT	
DETECTABLE WARNING STRIPS	

NOTES:

1. ELECTRIC MANHOLES TO BE ADJUSTED WITH TO MEET FINISHED SURFACE PERFORMED BY CITY PUBLIC WORKS. COORDINATE WITH CITY OF GLENWOOD SPRINGS.
2. ALL CONCRETE AND C&G SAWCUTS TO BE MADE AT CLOSEST JOINT.



GRAPHIC SCALE
0 5 10
IN FEET: 1" = 10'

ROARING FORK ENGINEERING

592 HIGHWAY 133
CARBONDALE, CO 81623
PH: (970) 340-4130



CHECKED BY: DCS
DRAWN BY: ADW

DRAWN BY
DCS

DATE
4.20.2023

DESCRIPTION
ADDENDUM 3

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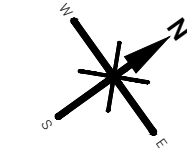
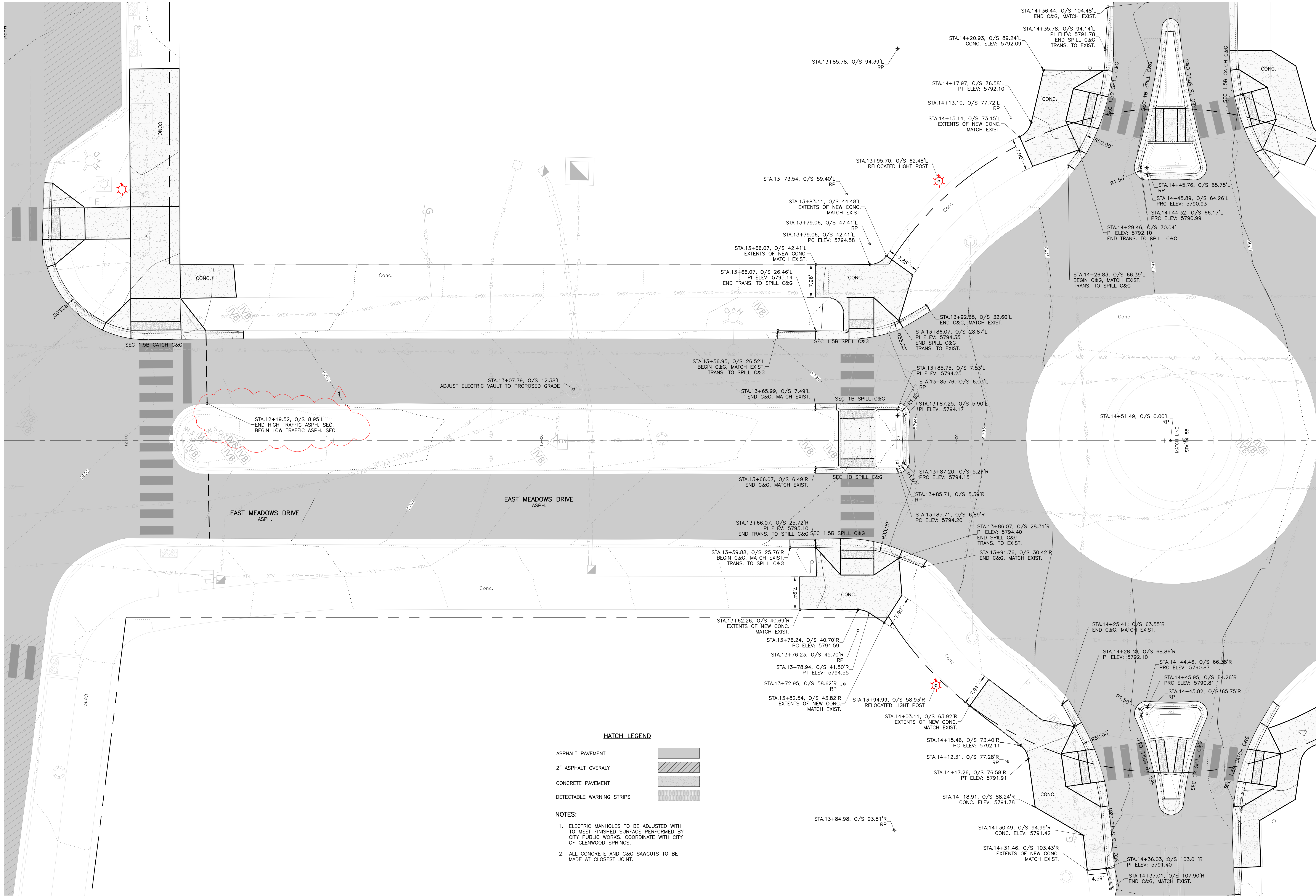
JOB 2022-21
NOT FOR
CONSTRUCTION

GLENWOOD MEADOWS
RECLAMATION PROJECT
GLENWOOD SPRINGS, CO

WEST MEADOWS DRIVE
STA. 39+10 TO END

C103

P:\2023\21-GLENWOOD MEADOWS ROADWAY REPLACEMENT PLANNING\04-DWG\04-SHEETSET\GLENWOOD MEADOWS-SS-SITE.DWG Plotted: 4/20/2023 1:33 PM By: Denny Stewart



GRAPHIC SCALE
0 5 10
IN FEET: 1" = 10'

ROARING FORK ENGINEERING

592 HIGHWAY 133
CARBONDALE, CO 81623
PH: (970) 340-4130



CHECKED BY: DCS
DRAWN BY: ADW

DRAWN BY:
DCS

DATE:
4.20.2023

DESCRIPTION:
ADDENDUM 3

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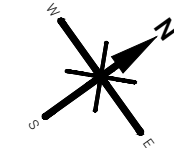
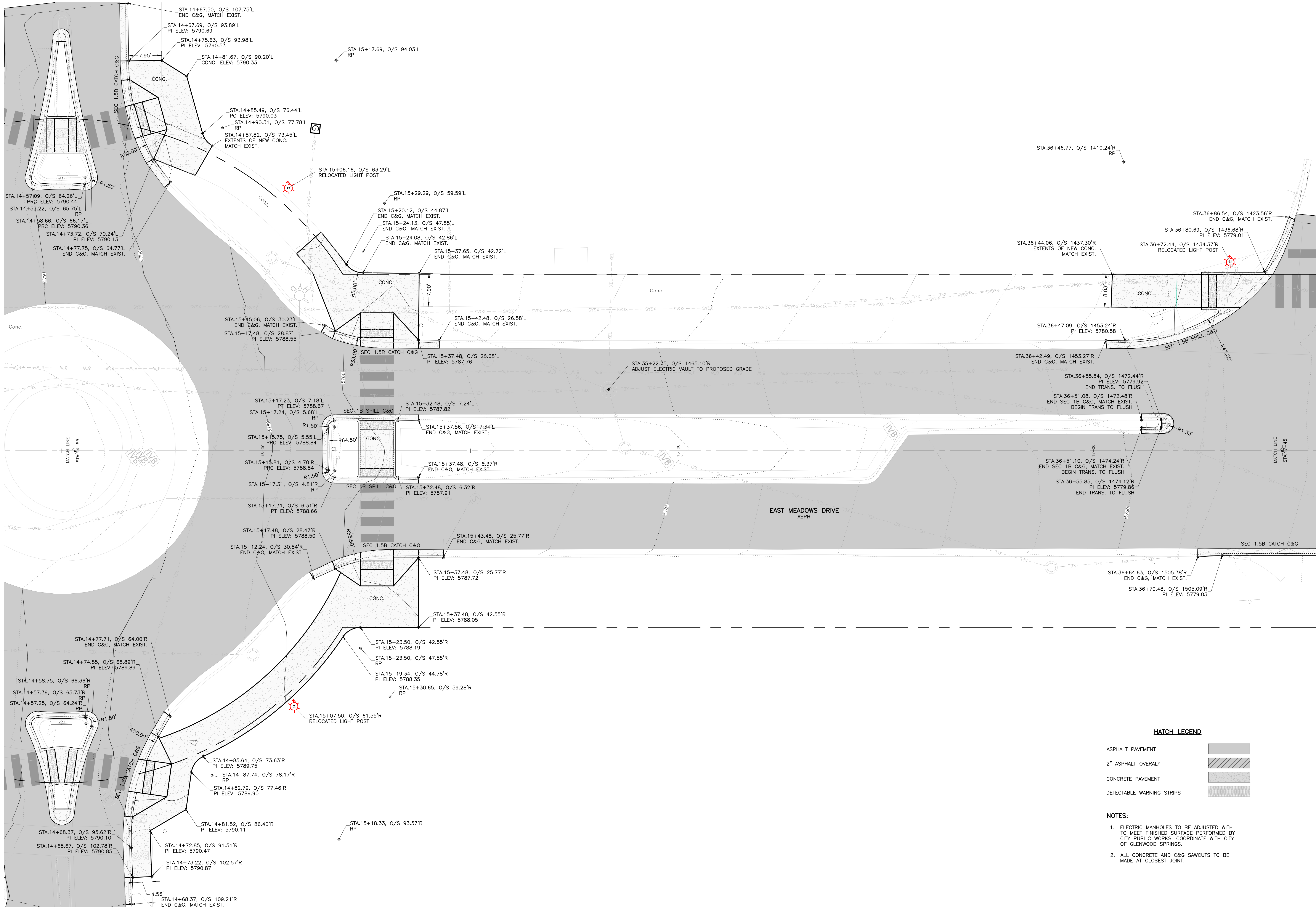
JOB 2022-21
NOT FOR
CONSTRUCTION

GLENWOOD MEADOWS
RECLAMATION PROJECT
GLENWOOD SPRINGS, CO

EAST MEADOWS DRIVE
STA. 10+00 TO 14+55

C110

P:\2023\21-GLENWOOD MEADOWS ROADWAY REPLACEMENT PLANNING\04-DWG\04-SHEETSET\GLENWOOD MEADOWS-SS-SITE.DWG Plotted: 4/20/2023 1:33 PM By: Denny Slawert



GRAPHIC SCALE
0 5 10
IN FEET: 1" = 10'

ROARING FORK ENGINEERING

592 HIGHWAY 133
CARBONDALE, CO 81623
PH: (970) 340-4130



CHECKED BY: DCS
DRAWN BY: ADW

DRAWN BY:
DCS

DATE:
4.20.2023

DESCRIPTION:
ADDENDUM 3

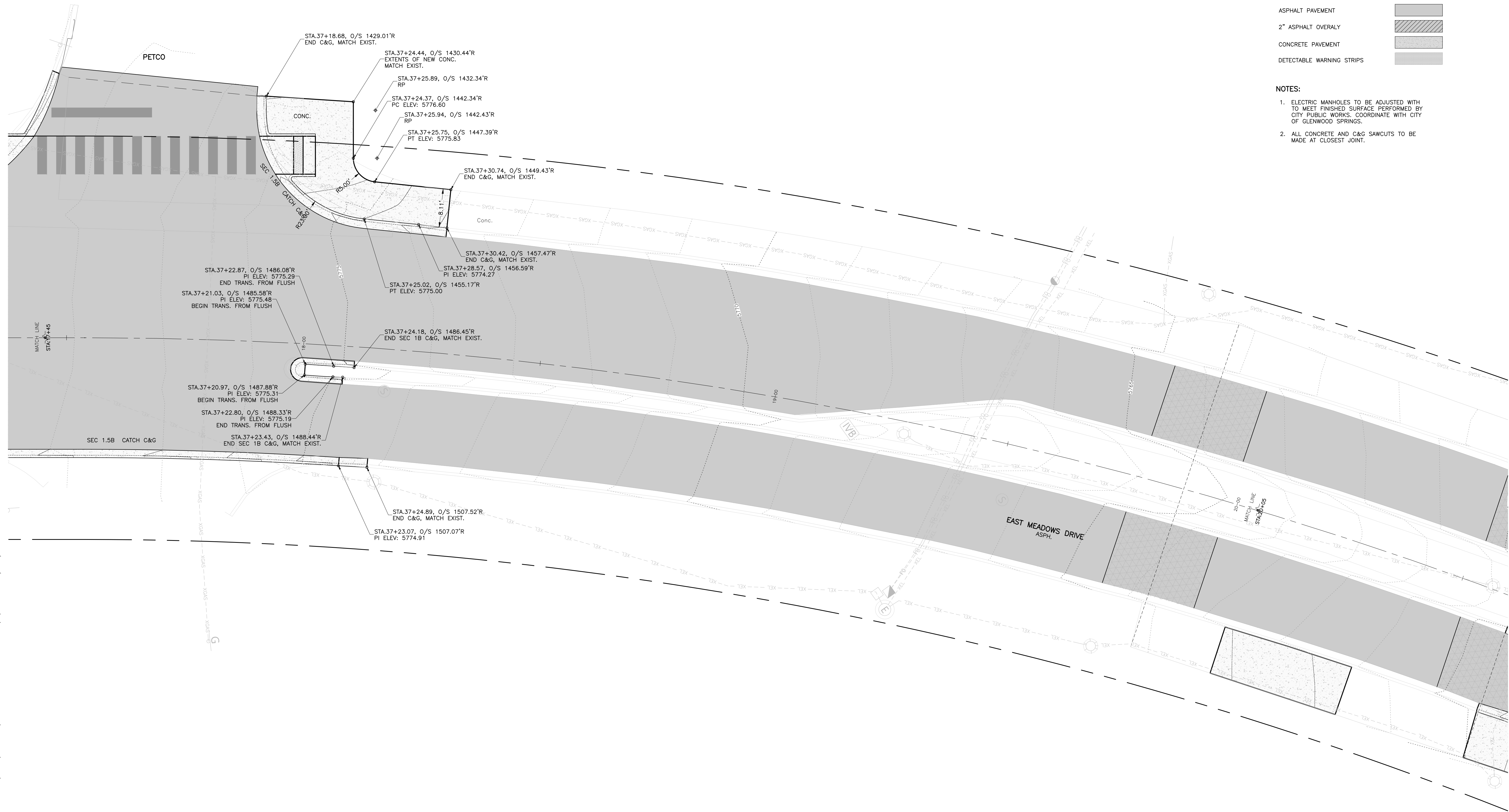
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JOB 2022-21
NOT FOR
CONSTRUCTION

GLENWOOD MEADOWS
RECLAMATION PROJECT
GLENWOOD SPRINGS, CO

EAST MEADOWS DRIVE
STA. 14+55 TO 17+45

C111

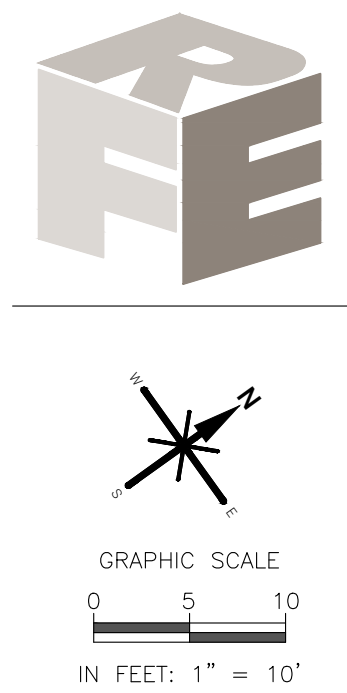


HATCH LEGEND

ASPHALT PAVEMENT	
2" ASPHALT OVERLAY	
CONCRETE PAVEMENT	
DETECTABLE WARNING STRIPS	

NOTES:

1. ELECTRIC MANHOLES TO BE ADJUSTED WITH TO MEET FINISHED SURFACE PERFORMED BY CITY PUBLIC WORKS. COORDINATE WITH CITY OF GLENWOOD SPRINGS.
2. ALL CONCRETE AND C&G SAWCUTS TO BE MADE AT CLOSEST JOINT.



ROARING FORK ENGINEERING
592 HIGHWAY 133
CARBONDALE, CO 81623
PH: (970) 340-4130



CHECKED BY: DCS
DRAWN BY: ADW

AWN BY
DCS

DATE
4.20.2023DESCRIPTION
ADDENDUM 3

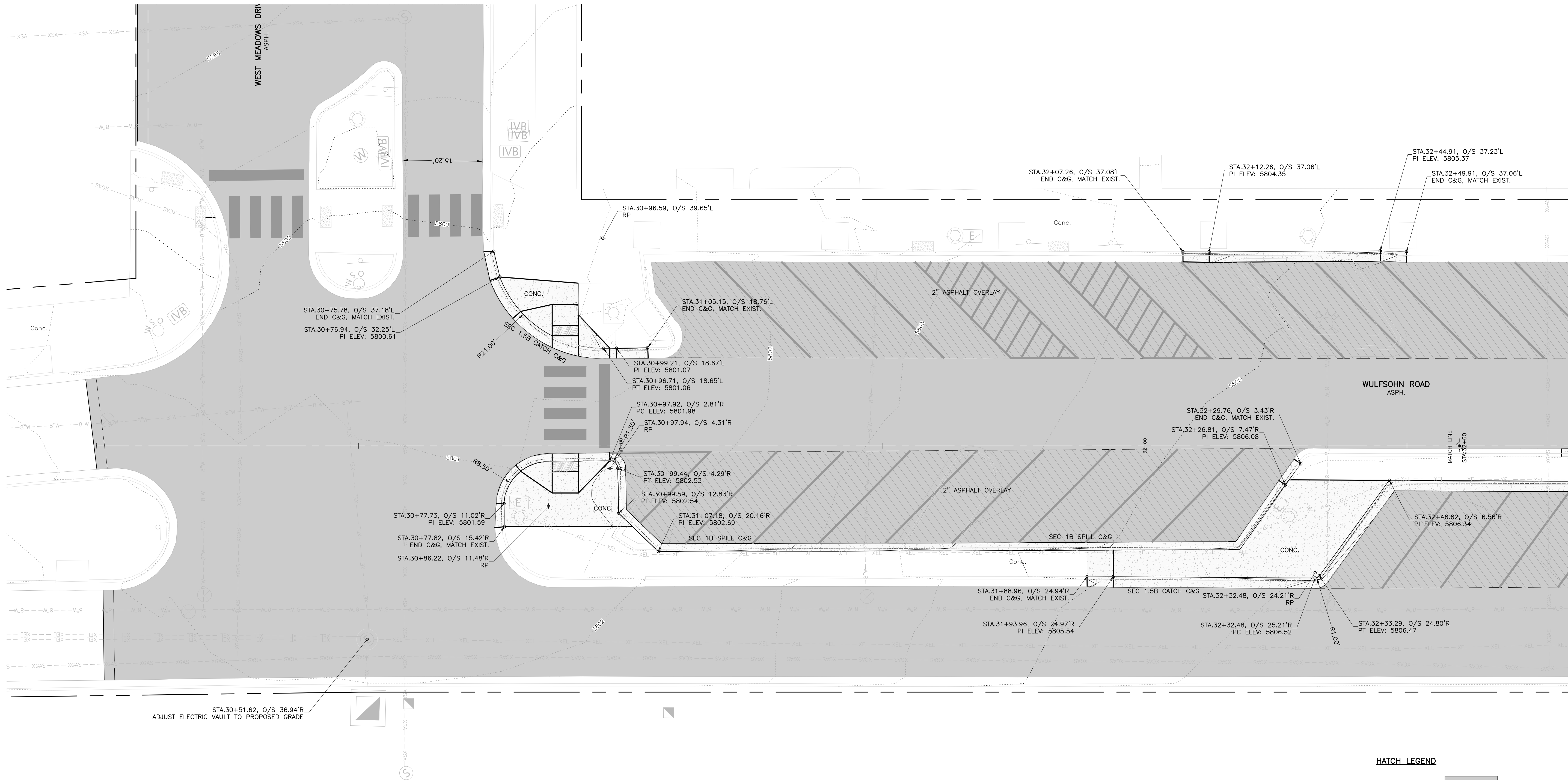
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JOB 2022-21
NOT FOR
CONSTRUCTION

GLENWOOD MEADOWS
RECLAMATION PROJECT
GLENWOOD SPRINGS, CO

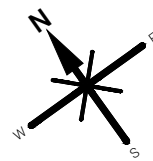
EAST MEADOWS DRIVE
STA. 17+45 TO 20+05

P:\2023\21-GLENWOOD MEADOWS ROADWAY REPLACEMENT PLANNING\04-DWG\GA-SHEET\BET GLENWOOD MEADOWS-SS-SITE.DWG Plotted: 4/20/2023 1:33 PM By: Denny Stewart



HATCH LEGEND	
ASPHALT PAVEMENT	
2" ASPHALT OVERLAY	
CONCRETE PAVEMENT	
DETECTABLE WARNING STRIPS	

- NOTES:
1. ELECTRIC MANHOLES TO BE ADJUSTED WITH TO MEET FINISHED SURFACE PERFORMED BY CITY PUBLIC WORKS. COORDINATE WITH CITY OF GLENWOOD SPRINGS.
 2. ALL CONCRETE AND C&G SAWCUTS TO BE MADE AT CLOSEST JOINT.



GRAPHIC SCALE
0 5 10
IN FEET: 1" = 10'

ROARING FORK ENGINEERING

592 HIGHWAY 133
CARBONDALE, CO 81623
PH: (970) 340-4130



CHECKED BY: DCS
DRAWN BY: ADW

DRAWN BY
DCS

DATE
4.20.2023

DESCRIPTION
ADDENDUM 3

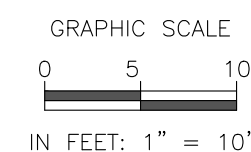
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JOB 2022-21
NOT FOR
CONSTRUCTION

GLENWOOD MEADOWS
RECLAMATION PROJECT
GLENWOOD SPRINGS, CO

WULFSOHN ROAD STA.
30+00 TO 32+60

C114



592 HIGHWAY 133
CARBONDALE, CO 81623
PH: (970) 340-4130



DATE 12.20.2023

DESCRIPTION
ADDENDUM 3

1

JOB 2022-21
NOT FOR
CONSTRUCTION

GLENWOOD MEADOWS
RECLAMATION PROJECT
GLENWOOD SPRINGS, CO

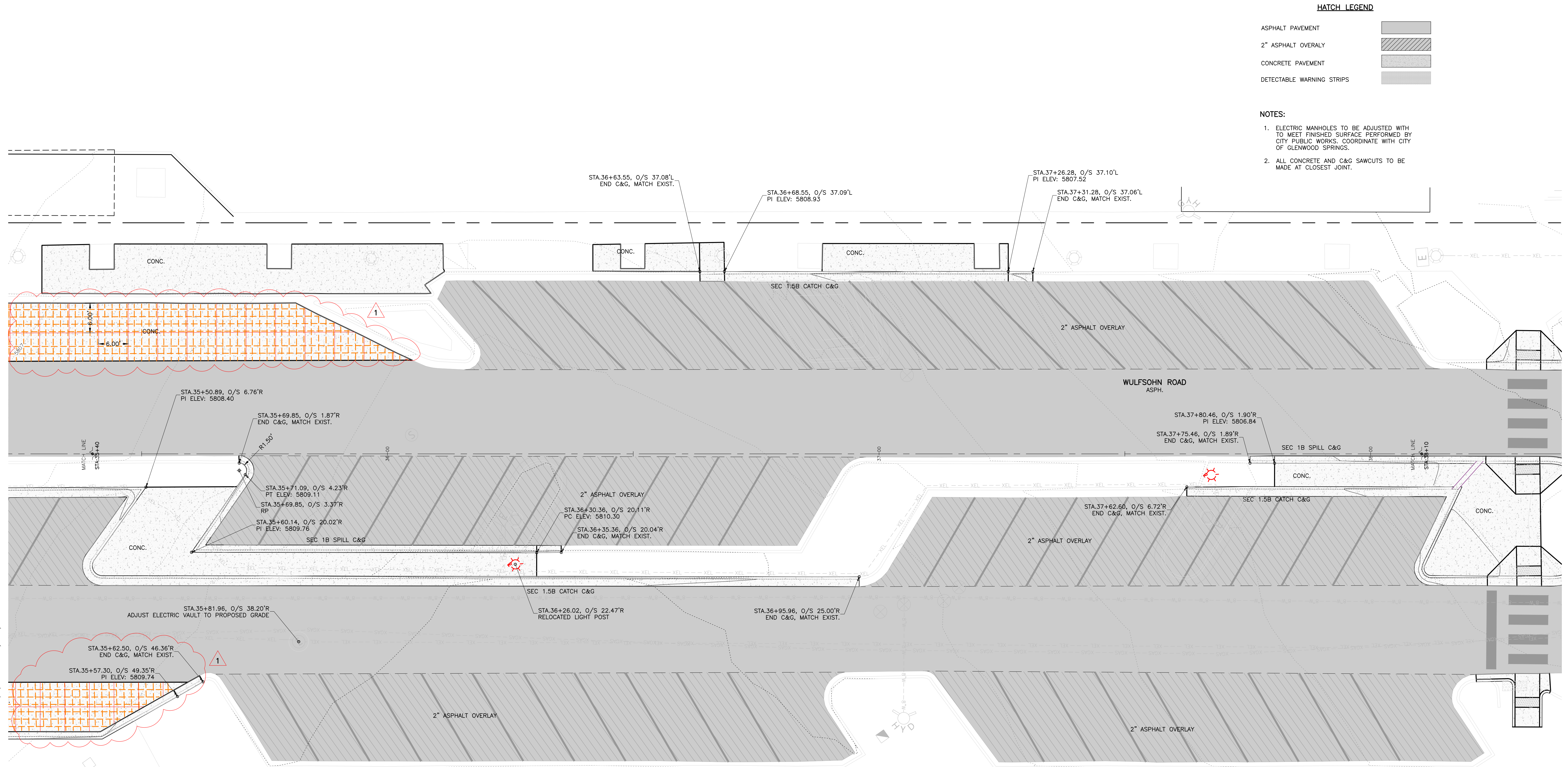
WULFSOHN ROAD STA.
32+60 TO 35+40

C115

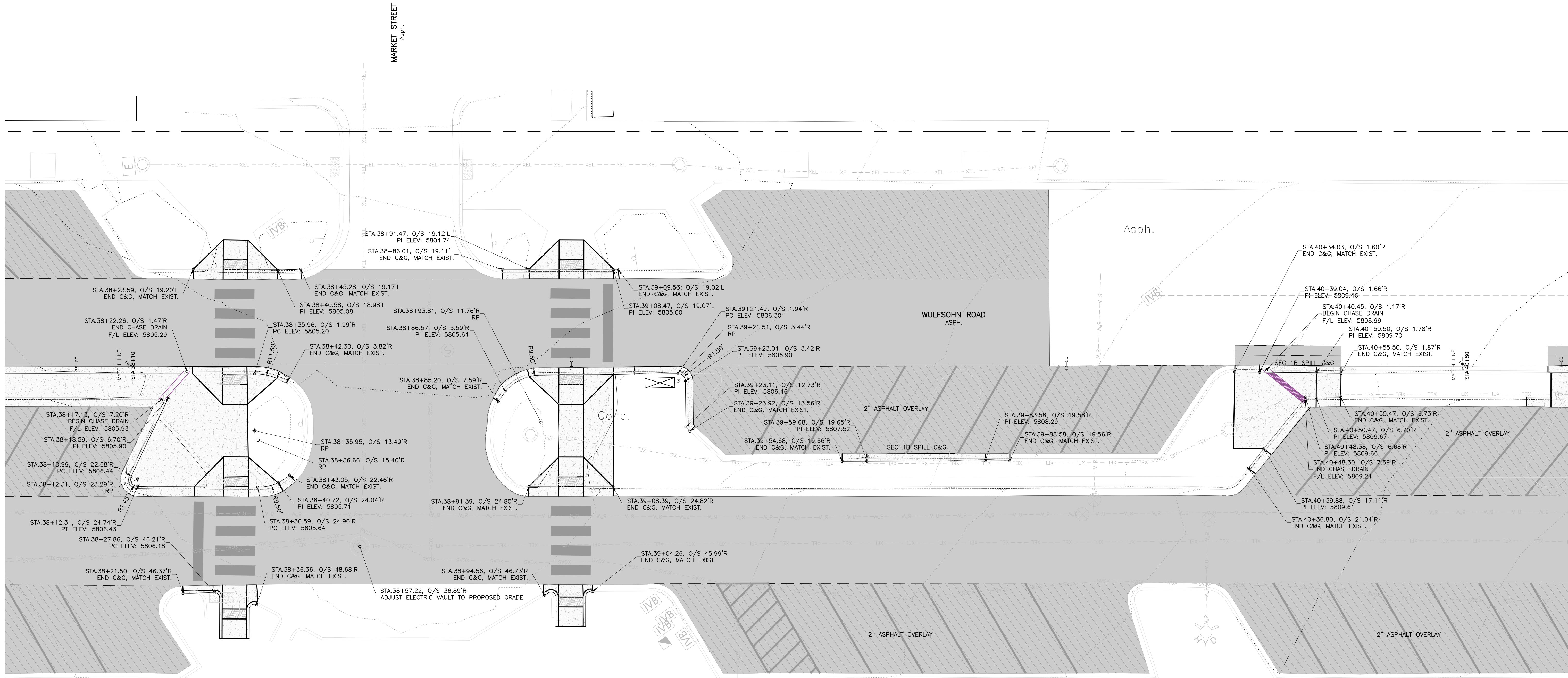
ASPHALT PAVEMENT	
2" ASPHALT OVERLAY	
CONCRETE PAVEMENT	
DETECTABLE WARNING STRIPS	

1. ELECTRIC MANHOLES TO BE ADJUSTED WITH TO MEET FINISHED SURFACE PERFORMED BY CITY PUBLIC WORKS. COORDINATE WITH CITY OF GLENWOOD SPRINGS.
2. ALL CONCRETE AND C&G SAWCUTS TO BE MADE AT CLOSEST JOINT.





P:\2023\31-GLENWOOD MEADOWS ROADWAY REPLACEMENT PLANNING\04-DWG\GA-SHEET\REY GLENWOOD MEADOWS-SS-SITE.DWG Plotter: 4/20/2023 1:34 PM By: Denny Stewart

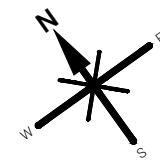


HATCH LEGEND

ASPHALT PAVEMENT	
2" ASPHALT OVERLAY	
CONCRETE PAVEMENT	
DETECTABLE WARNING STRIPS	

NOTES:

1. ELECTRIC MANHOLES TO BE ADJUSTED WITH TO MEET FINISHED SURFACE PERFORMED BY CITY PUBLIC WORKS. COORDINATE WITH CITY OF GLENWOOD SPRINGS.
2. ALL CONCRETE AND C&G SAWCUTS TO BE MADE AT CLOSEST JOINT.



GRAPHIC SCALE
0 5 10
IN FEET: 1" = 10'

ROARING FORK ENGINEERING

592 HIGHWAY 133
CARBONDALE, CO 81623
PH: (970) 340-4130



CHECKED BY: DCS
DRAWN BY: ADW

DRAWN BY
DCS

DATE
4.20.2023

DESCRIPTION
ADDENDUM 3

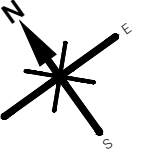
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JOB 2022-21
NOT FOR
CONSTRUCTION

GLENWOOD MEADOWS
RECLAMATION PROJECT
GLENWOOD SPRINGS, CO

WULFSOHN ROAD STA.
38+10 TO 40+80

C117



5 1

TEET: $1'' = 10$

4.20. D/F

OB 2022-21
NOT FOR
CONSTRUCTION

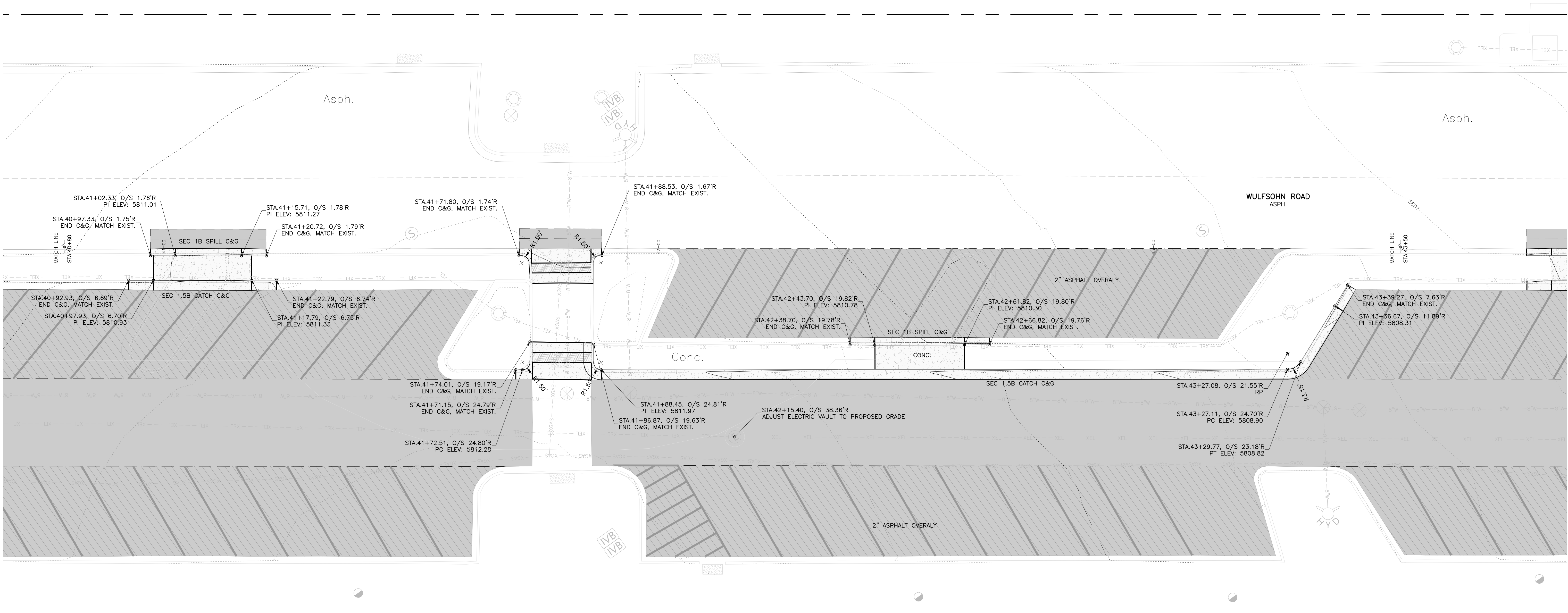
GLENWOOD MEADOWS
RECLAMATION PROJECT
GLENWOOD SPRINGS CO

WULFSOHN ROAD S
40+80 TO 43+50

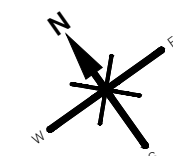
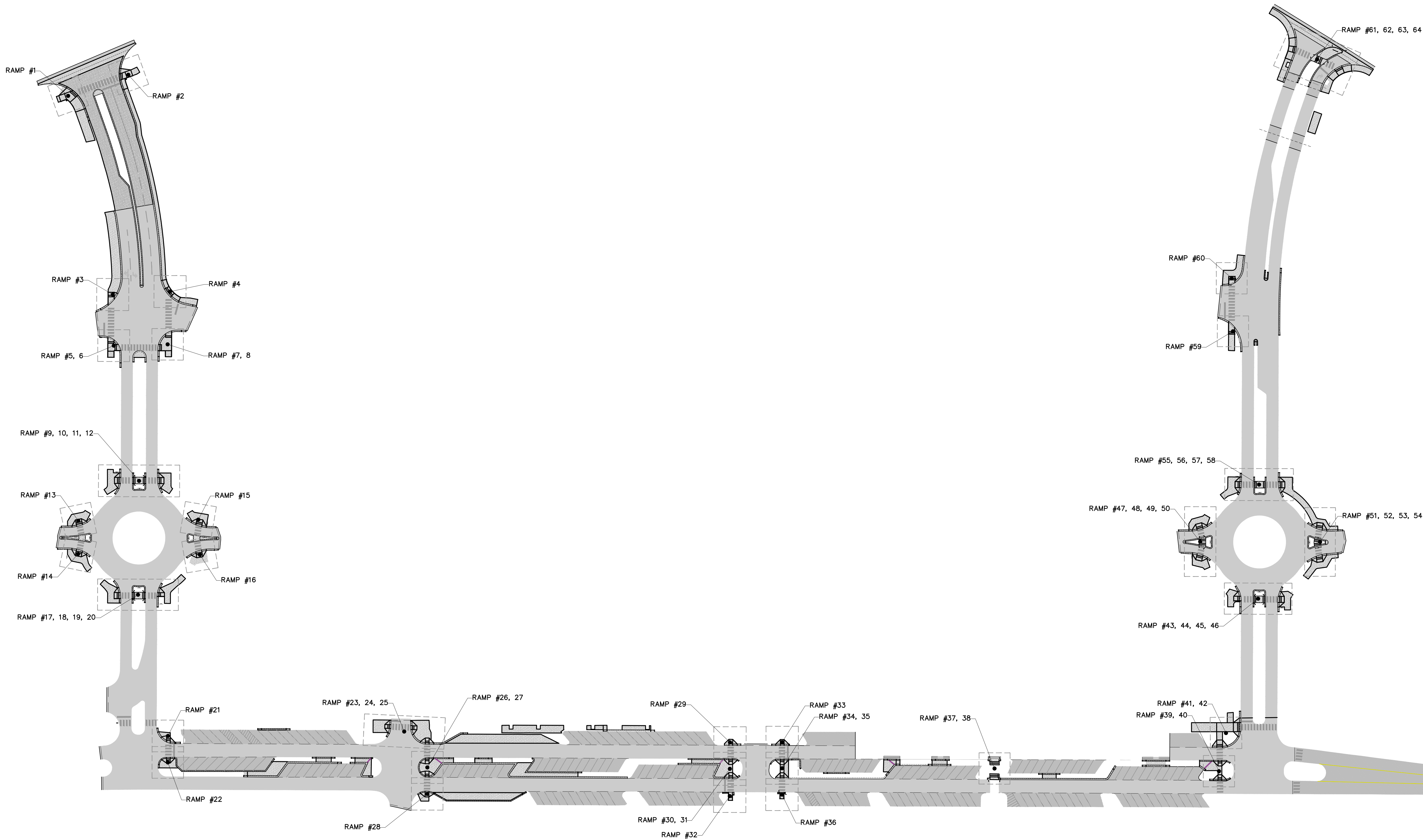
C118

ASPHALT PAVEMENT	
2" ASPHALT OVERLAY	
CONCRETE PAVEMENT	
DETECTABLE WARNING STRIPS	

1. ELECTRIC MANHOLES TO BE ADJUSTED WITHIN 1" TO MEET FINISHED SURFACE PERFORMED BY CITY PUBLIC WORKS. COORDINATE WITH CITY OF GLENWOOD SPRINGS.
2. ALL CONCRETE AND C&G SAWCUTS TO BE MADE AT CLOSEST JOINT.



P:\2022\21-GLENWOOD MEADOWS ROADWAY REPLACEMENT PLANNING\04-DWG\04-SHEETSET\GLENWOOD MEADOWS-SR-RAMP-INDEX.dwg 4/20/2023 1:34 PM By: Darryl Stewart



GRAPHIC SCALE
0 30 60
IN FEET: 1" = 60'

ROARING FORK ENGINEERING

592 HIGHWAY 133
CARBONDALE, CO 81623
PH: (970) 340-4130



CHECKED BY: DCS
DRAWN BY: ADW

DRAWN BY
DCS

DATE
4.20.2023

DESCRIPTION
ADDENDUM 3

1

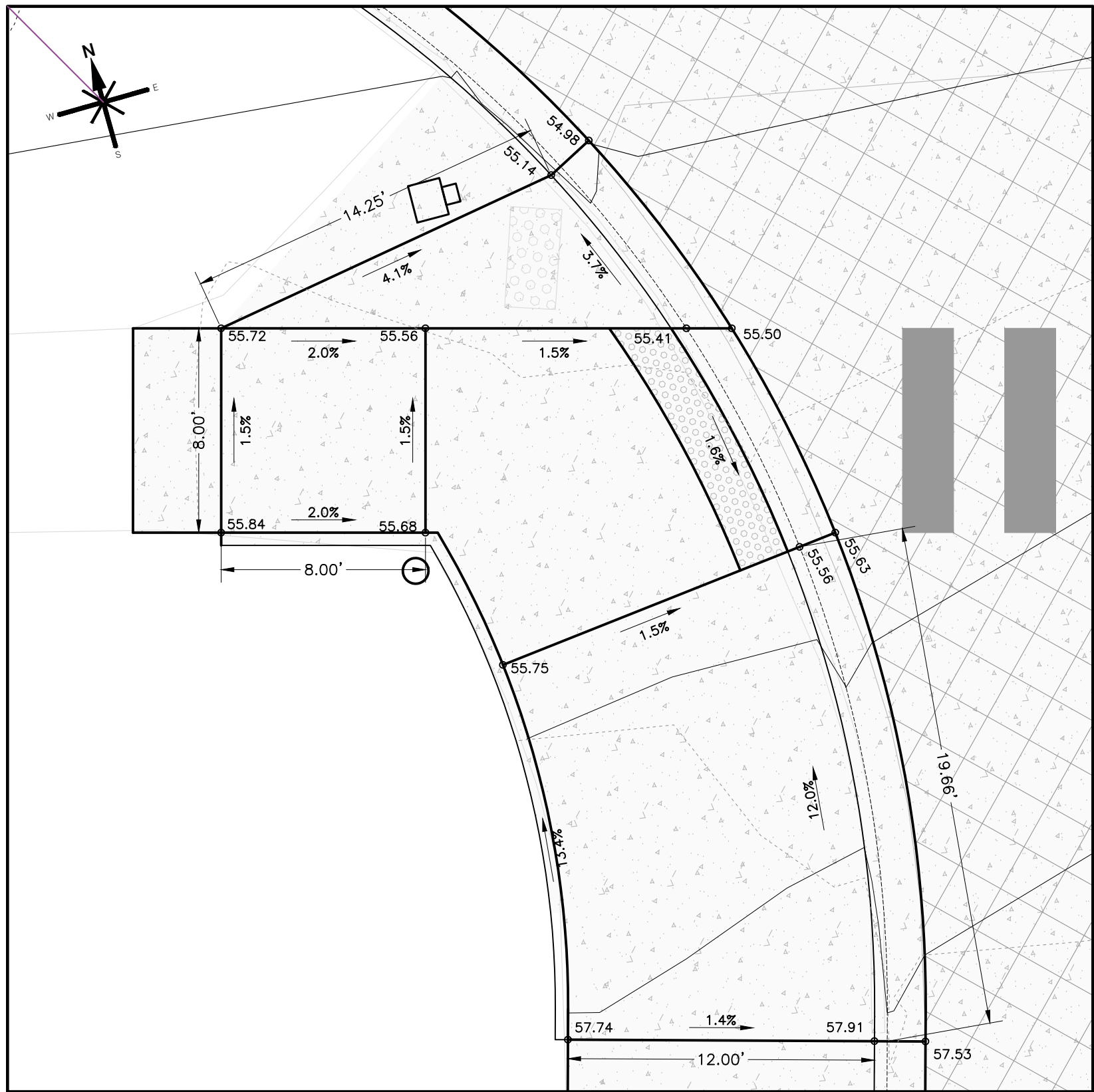
JOB 2022-21
NOT FOR
CONSTRUCTION

GLENWOOD MEADOWS
RECLAMATION PROJECT
GLENWOOD SPRINGS, CO

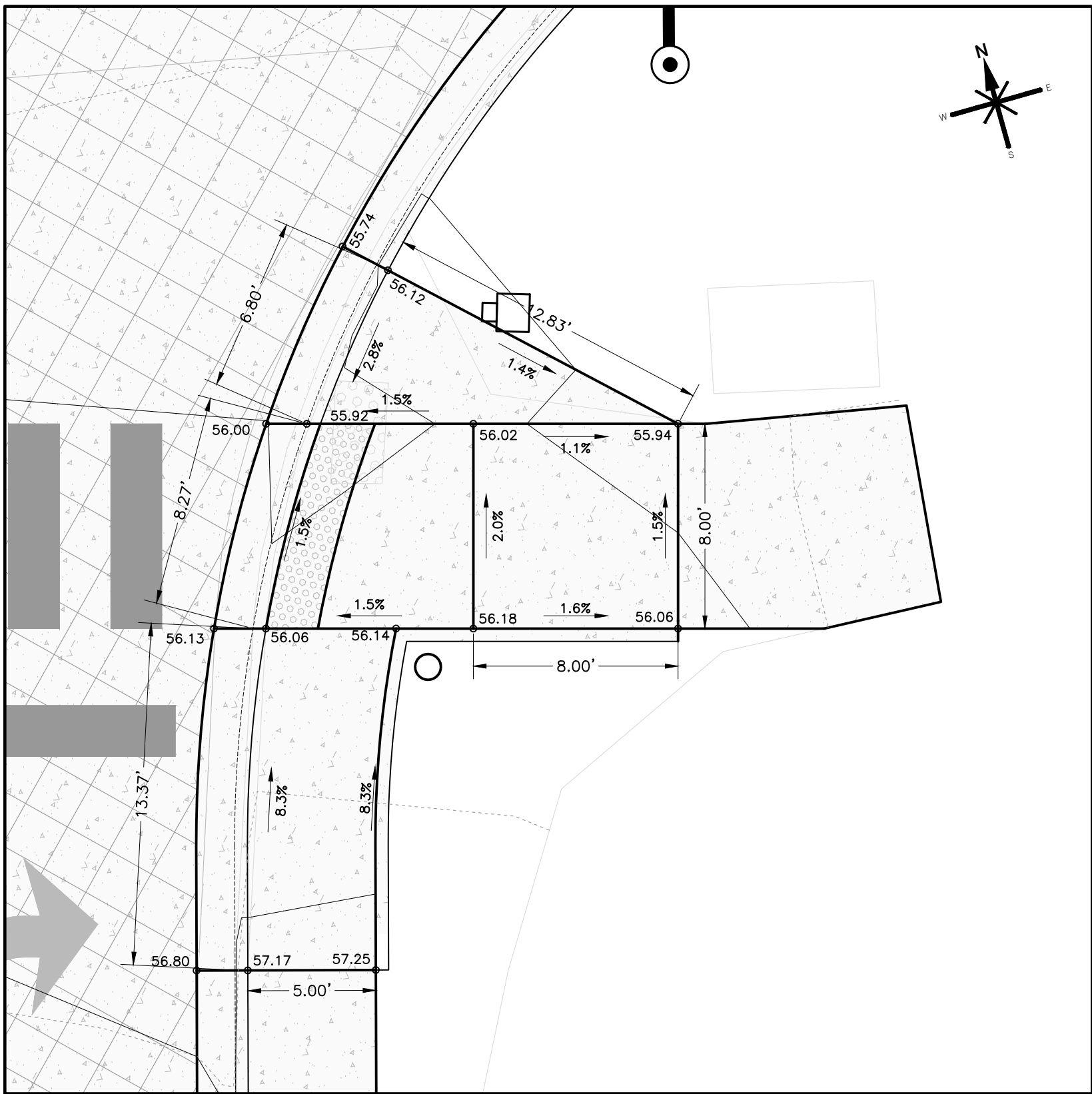
RAMP DETAIL INDEX

C122

P:\2022\21-GLENWOOD MEADOWS ROADWAY REPLACEMENT PLANNING\04-DWG\04-SHEETSET\GLENWOOD MEADOWS-SS-RAMPED.DWG Plotted: 4/20/2023 1:34 PM By: Darryl Stewart



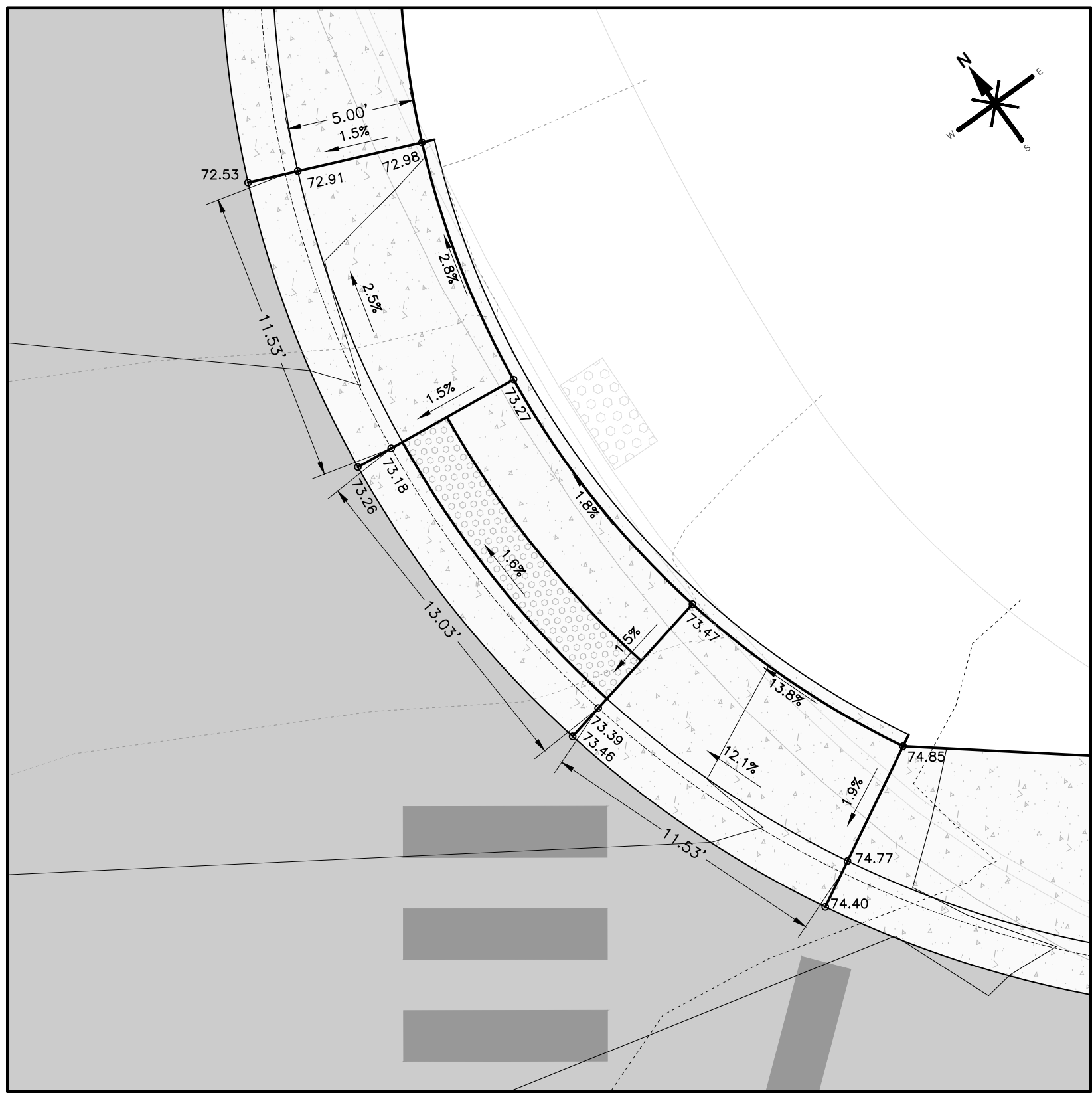
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SCALE 1" = 5'



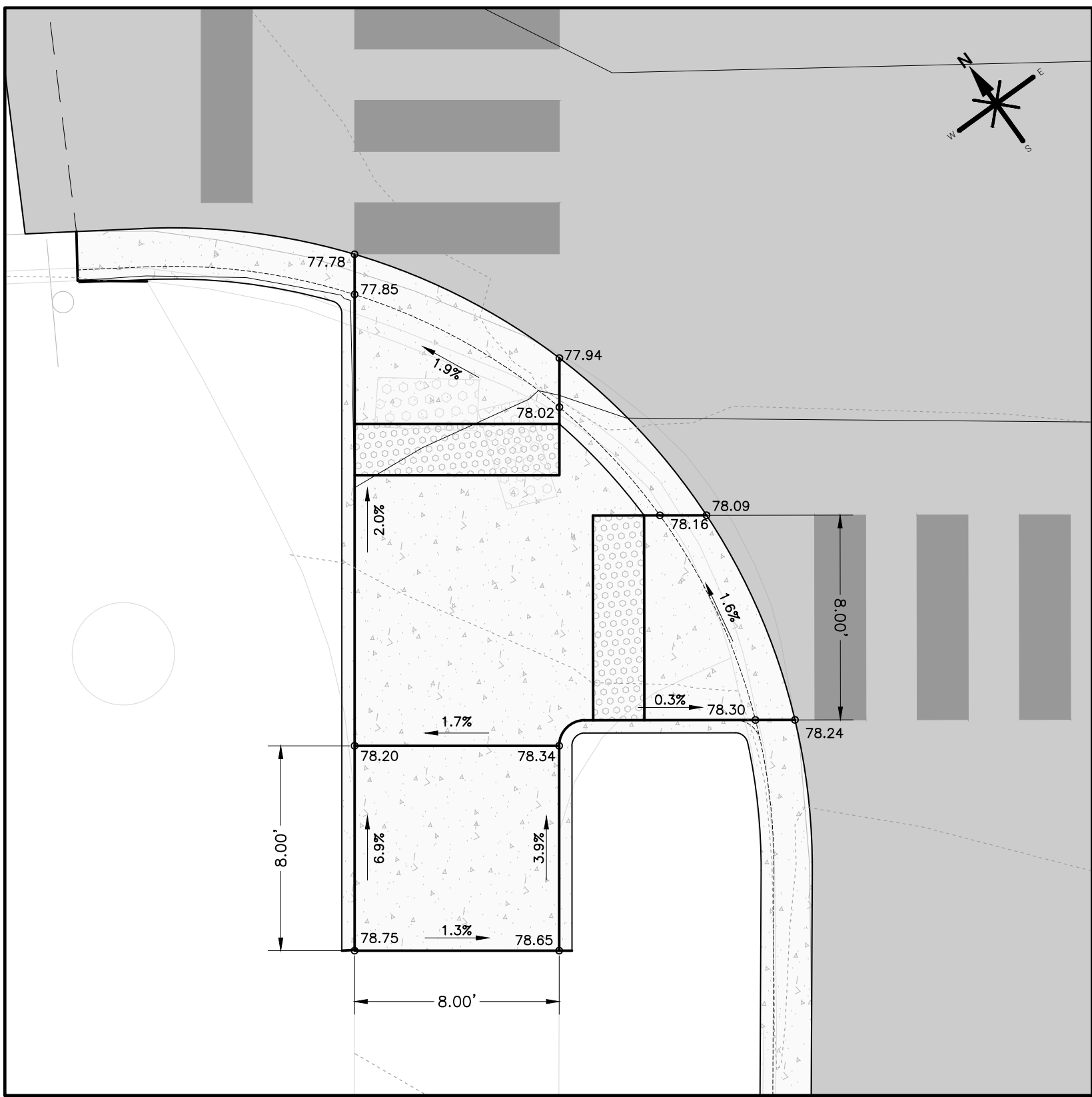
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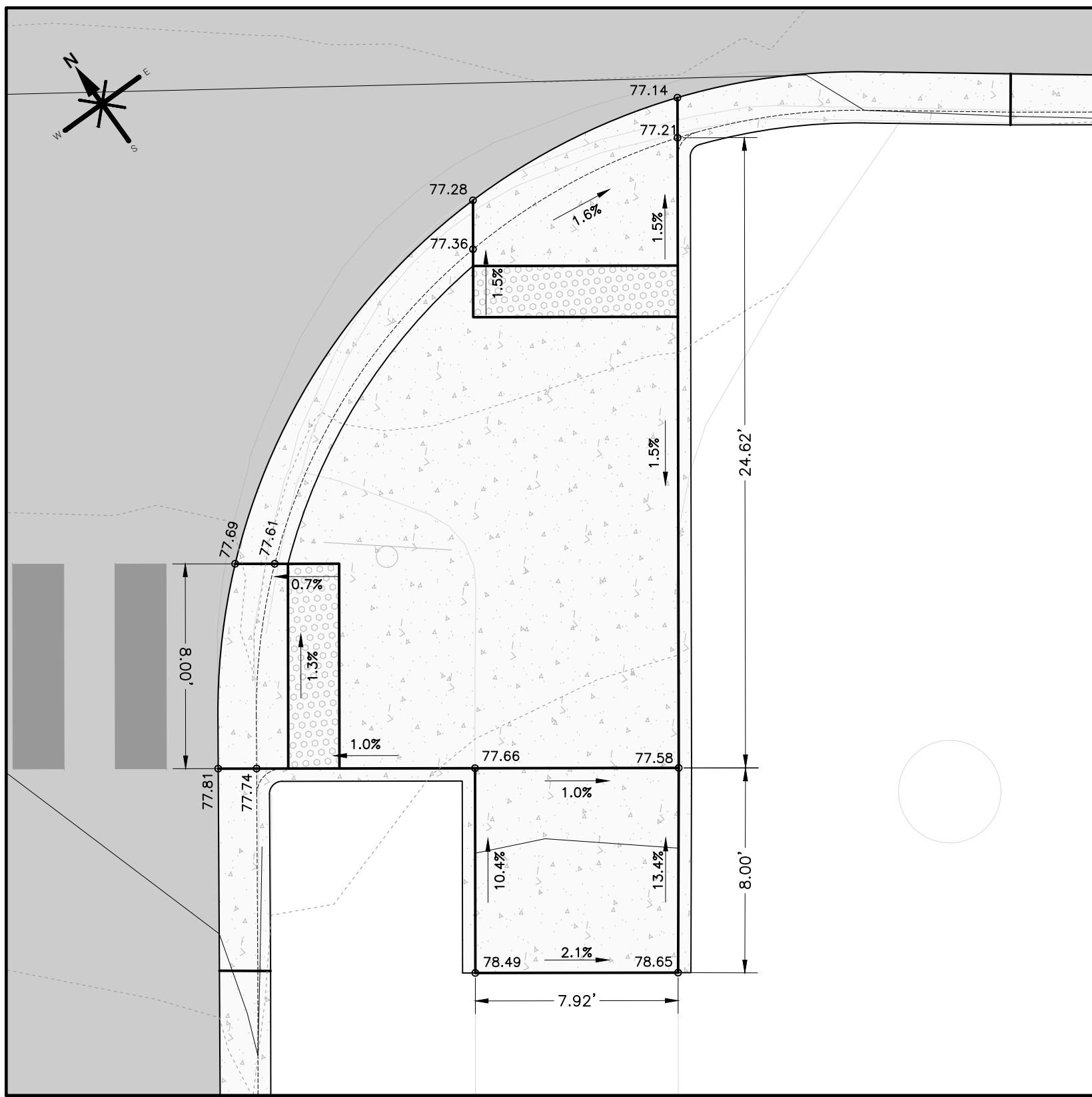
RAMP #3
SCALE 1" = 5'



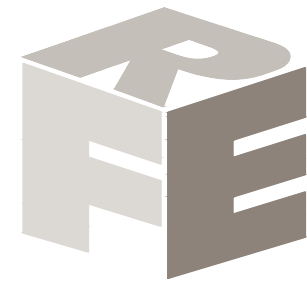
RAMP #4
SCALE 1" = 5'



RAMP #5 & 6
SCALE 1" = 5'



RAMP #7 & 8
SCALE 1" = 5'



ROARING FORK ENGINEERING
592 HIGHWAY 133
CARBONDALE, CO 81623
PH: (970) 340-4130



CHECKED BY: DCS
DRAWN BY: ADW

DRAWN BY
DCS

DATE
4.20.2023

DESCRIPTION
ADDENDUM 3

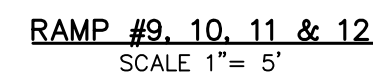
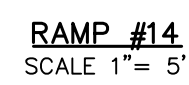
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JOB 2022-21
NOT FOR
CONSTRUCTION

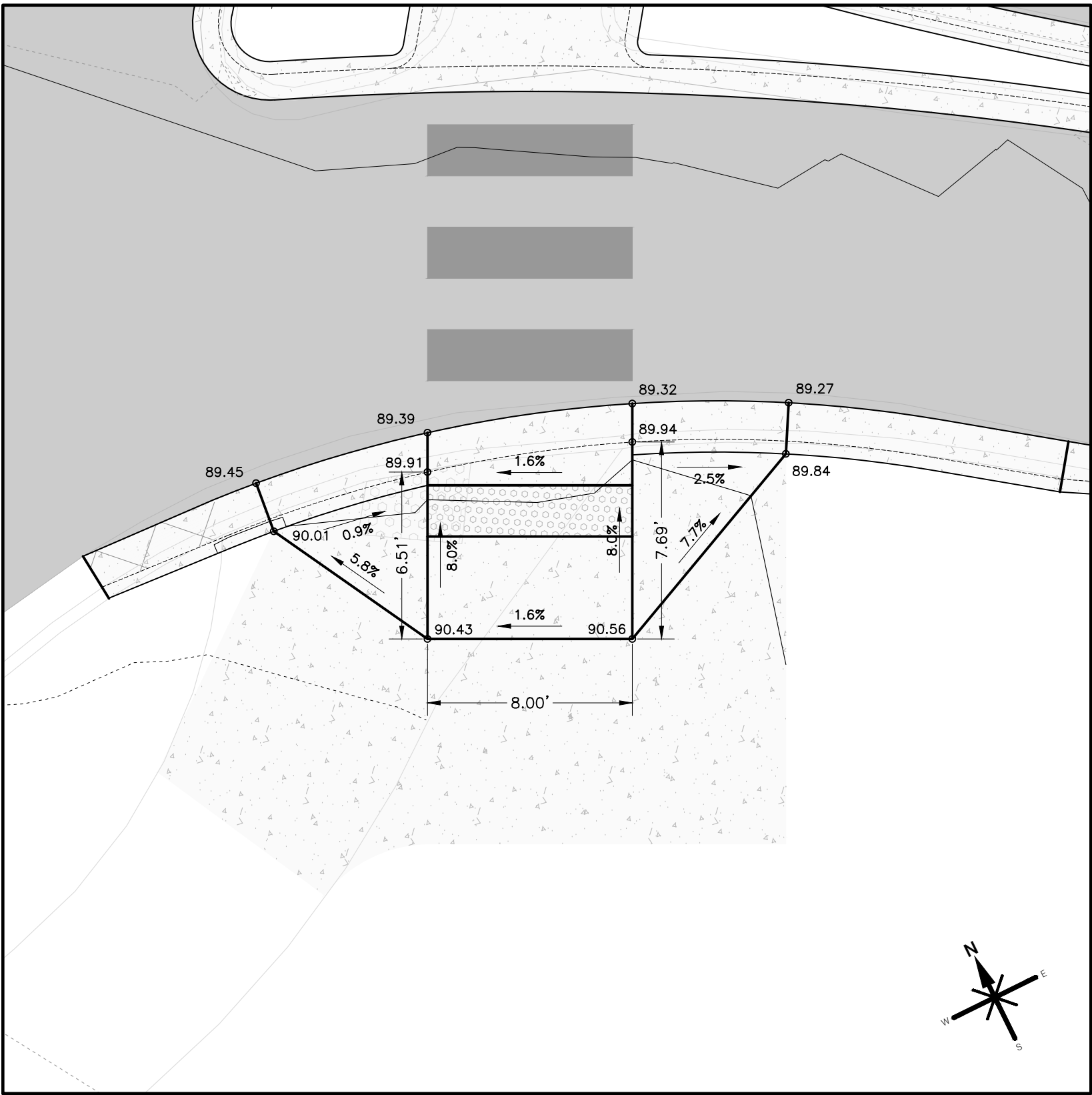
GLENWOOD MEADOWS
RECLAMATION PROJECT
GLENWOOD SPRINGS, CO

RAMP DETAILS 1

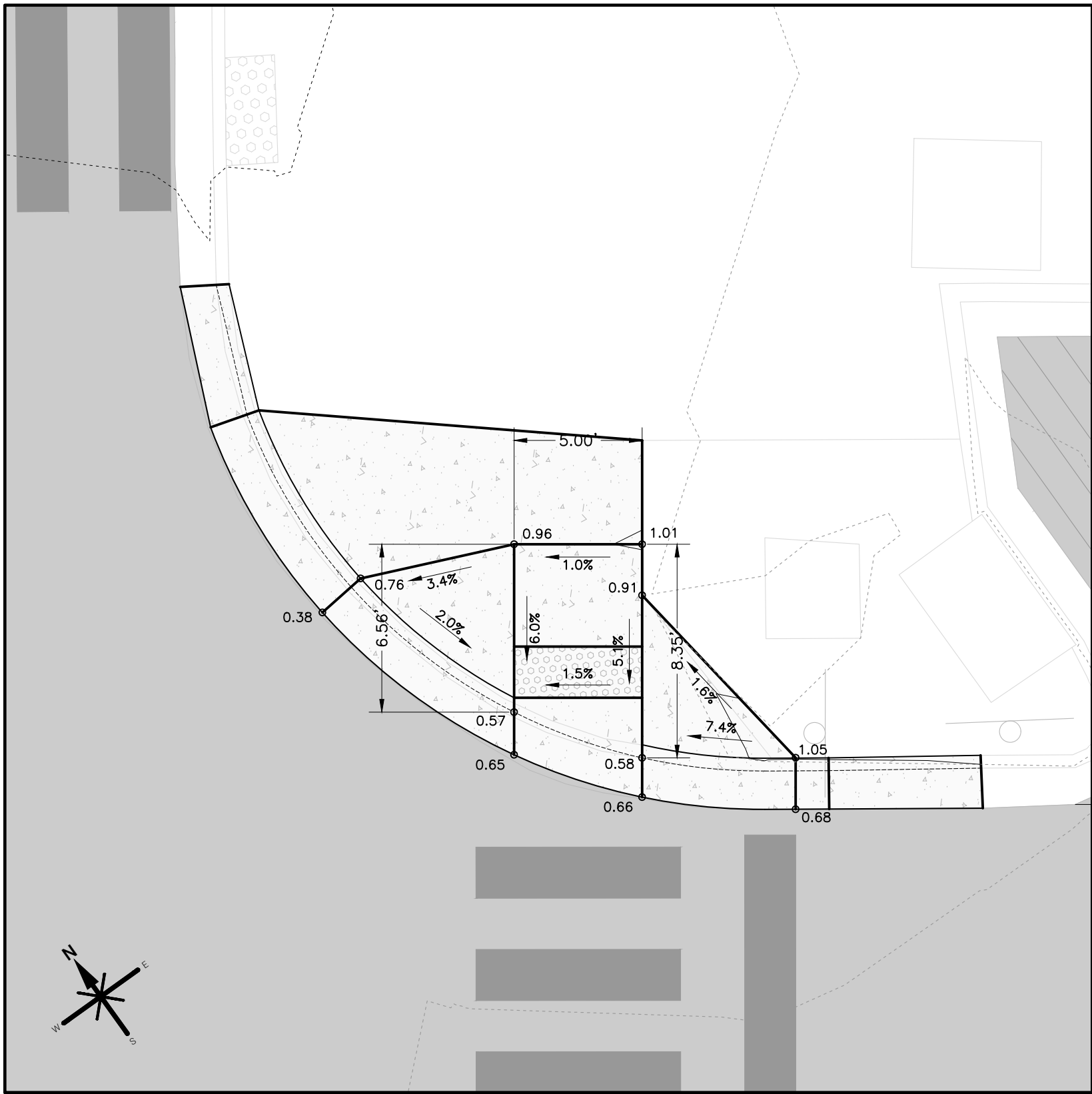
C123



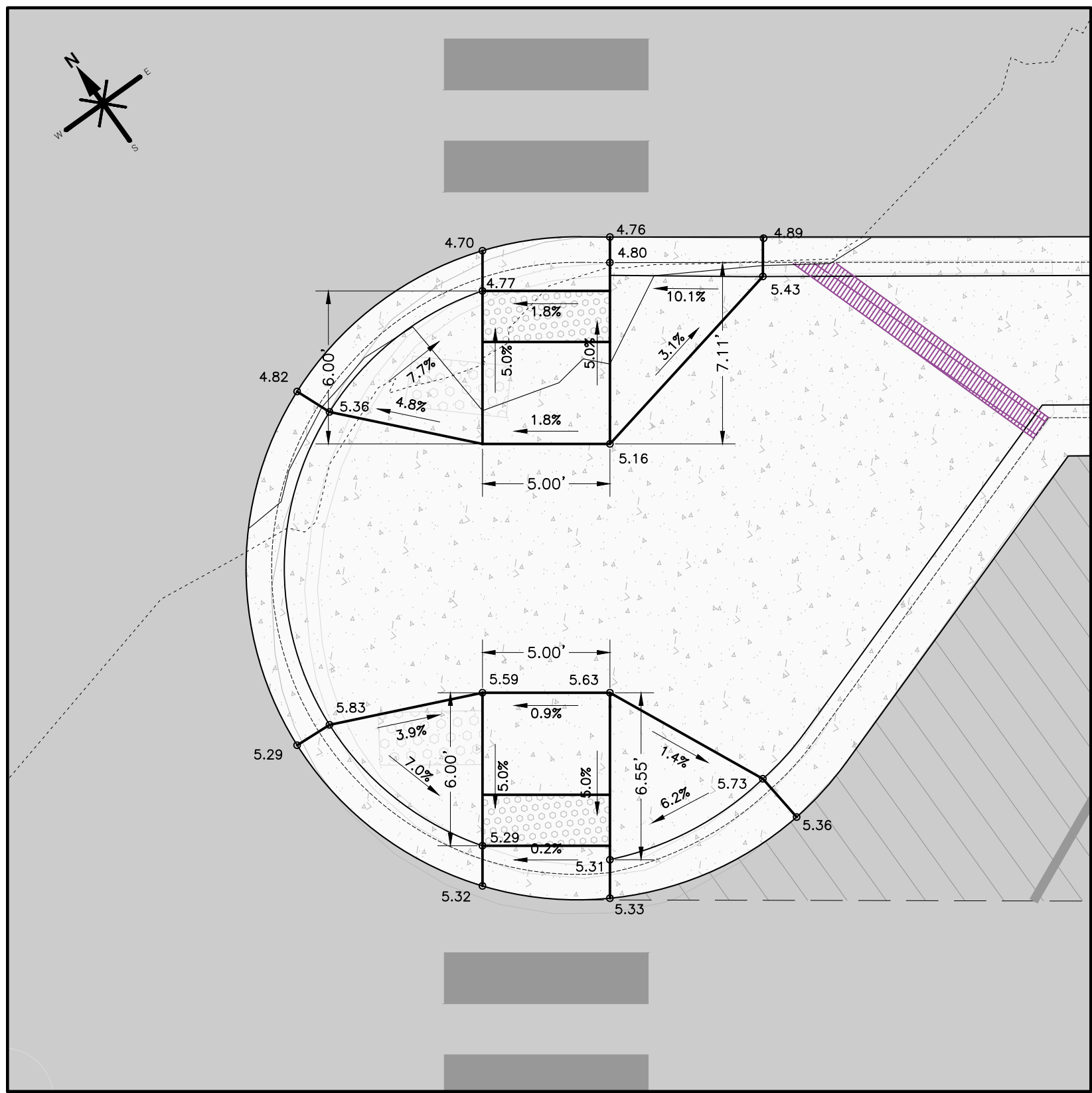
P:\2022\21-GLENWOOD MEADOWS ROADWAY REPLACEMENT PLANNING\04-DWG\04-SHEETSET\GLENWOOD MEADOWS-SR-RAMP.DWG Plotfile: 4/20/2023 1:35 PM By: Darryl Stewart



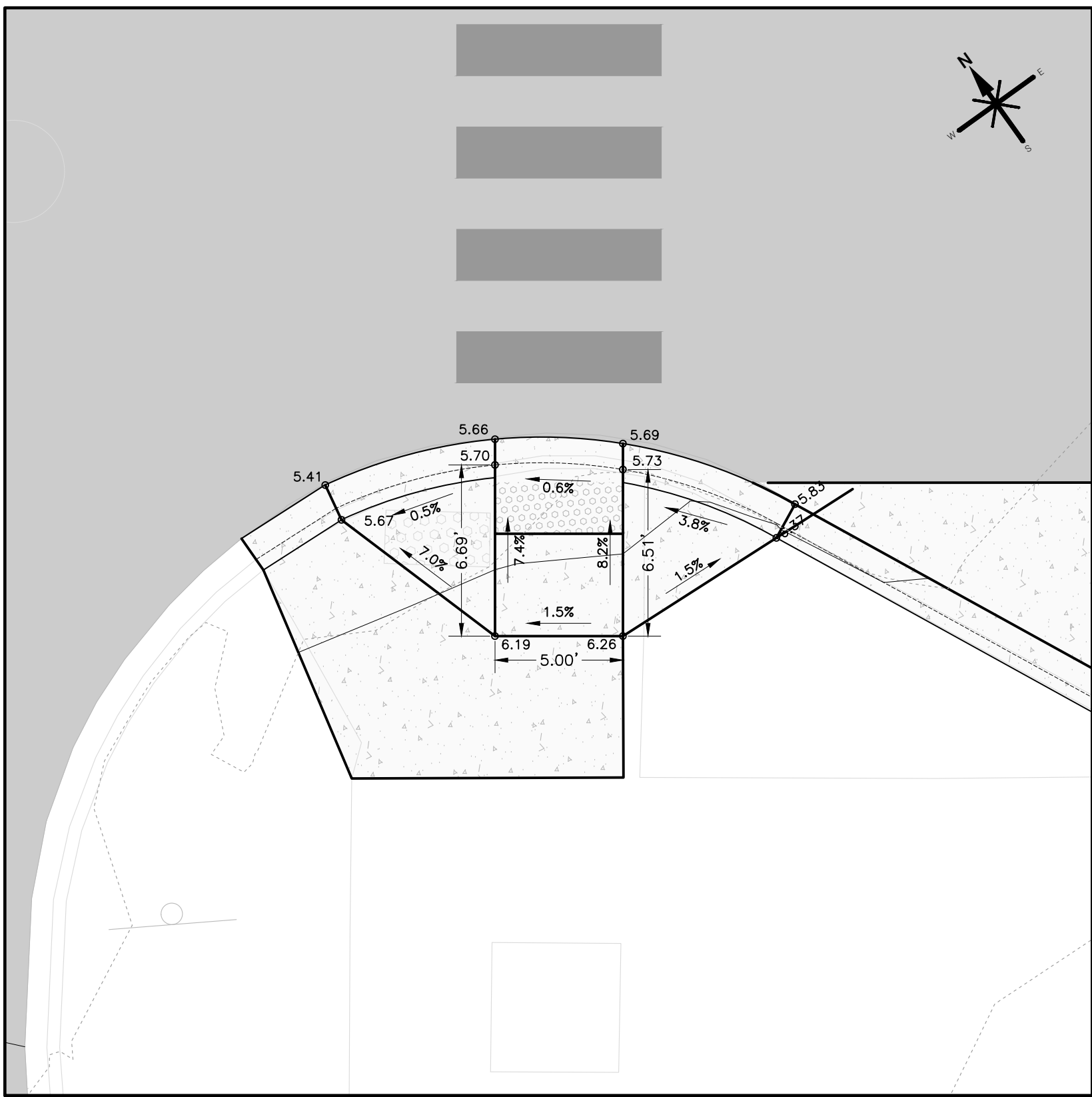
RAMP #16
SCALE 1"= 5'



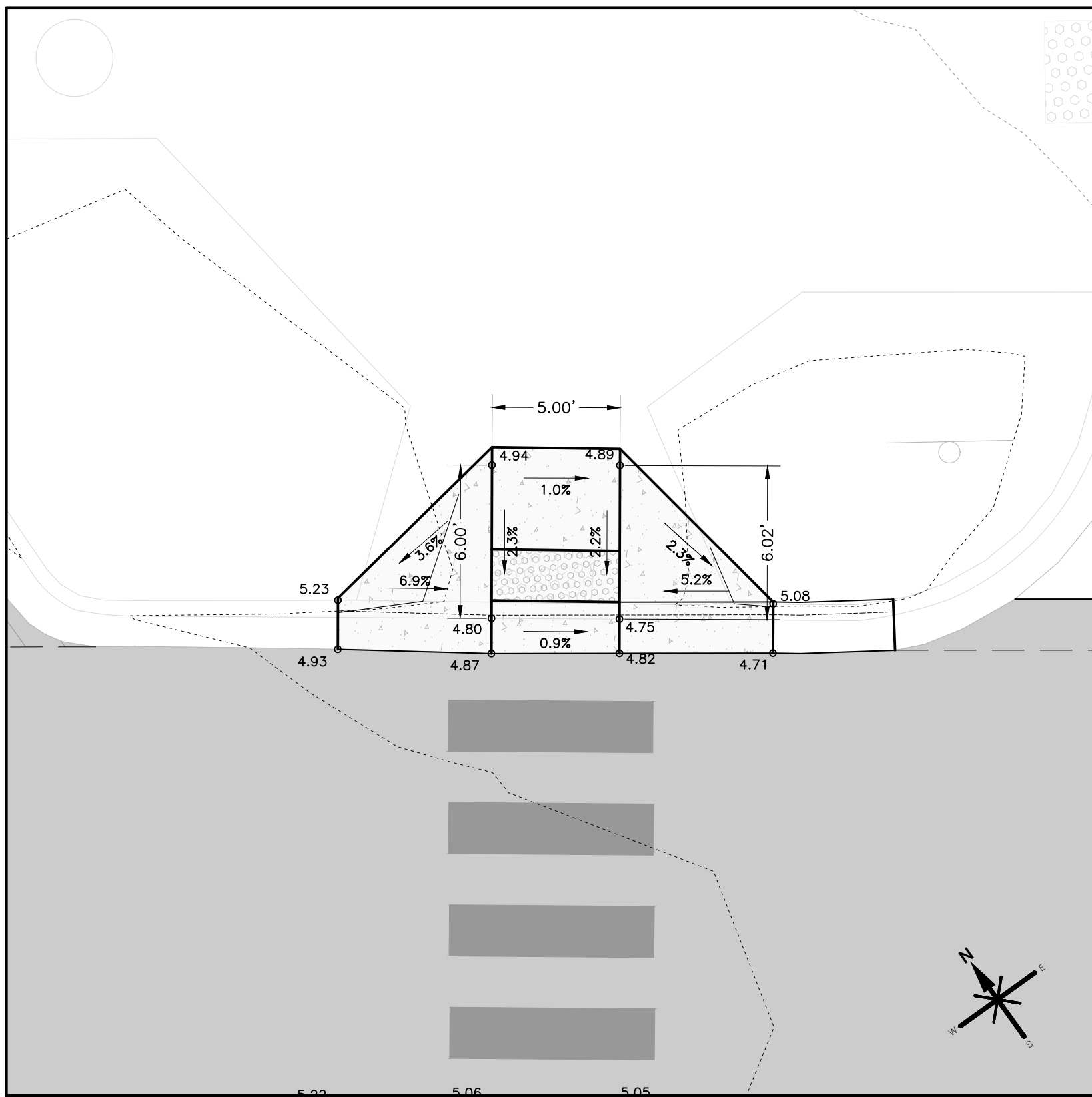
P:\2022\21-GLENWOOD MEADOWS ROADWAY REPLACEMENT PLANNING\04-DWG\04-SHEETSET\GLENWOOD MEADOWS-SS-RAMP.DWG Plotter: 4/20/2023 1:35 PM By: Darryl Stewart



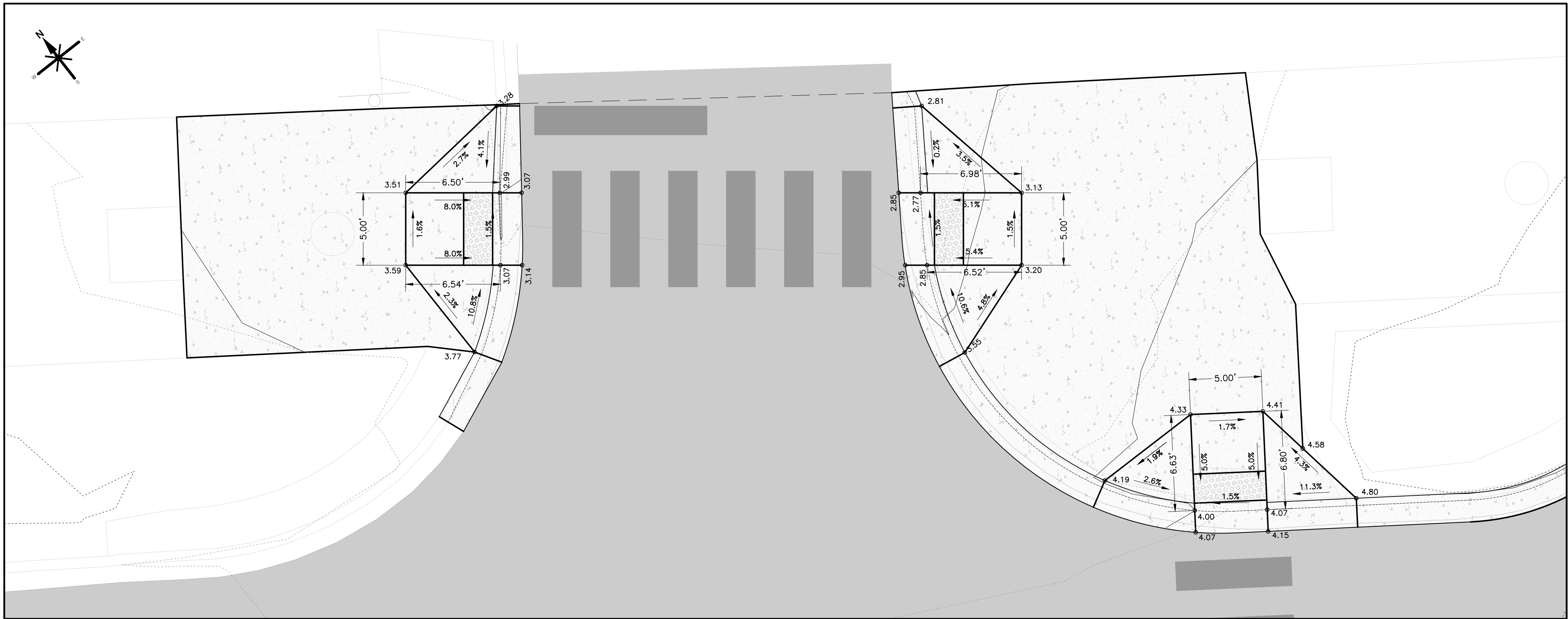
RAMP #26 & 27
SCALE 1"= 5'



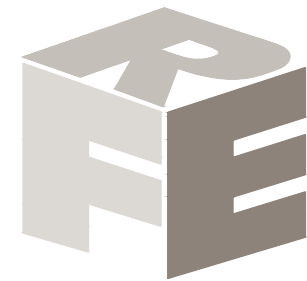
RAMP #28
SCALE 1"= 5'



RAMP #29
SCALE 1"= 5'



RAMP #23, 24 & 25
SCALE 1"= 5'



ROARING FORK ENGINEERING
592 HIGHWAY 133
CARBONDALE, CO 81623
PH: (970) 340-4130



CHECKED BY: DCS
DRAWN BY: ADW

DRAWN BY
DCS

DATE
4.20.2023

DESCRIPTION
ADDENDUM 3

1

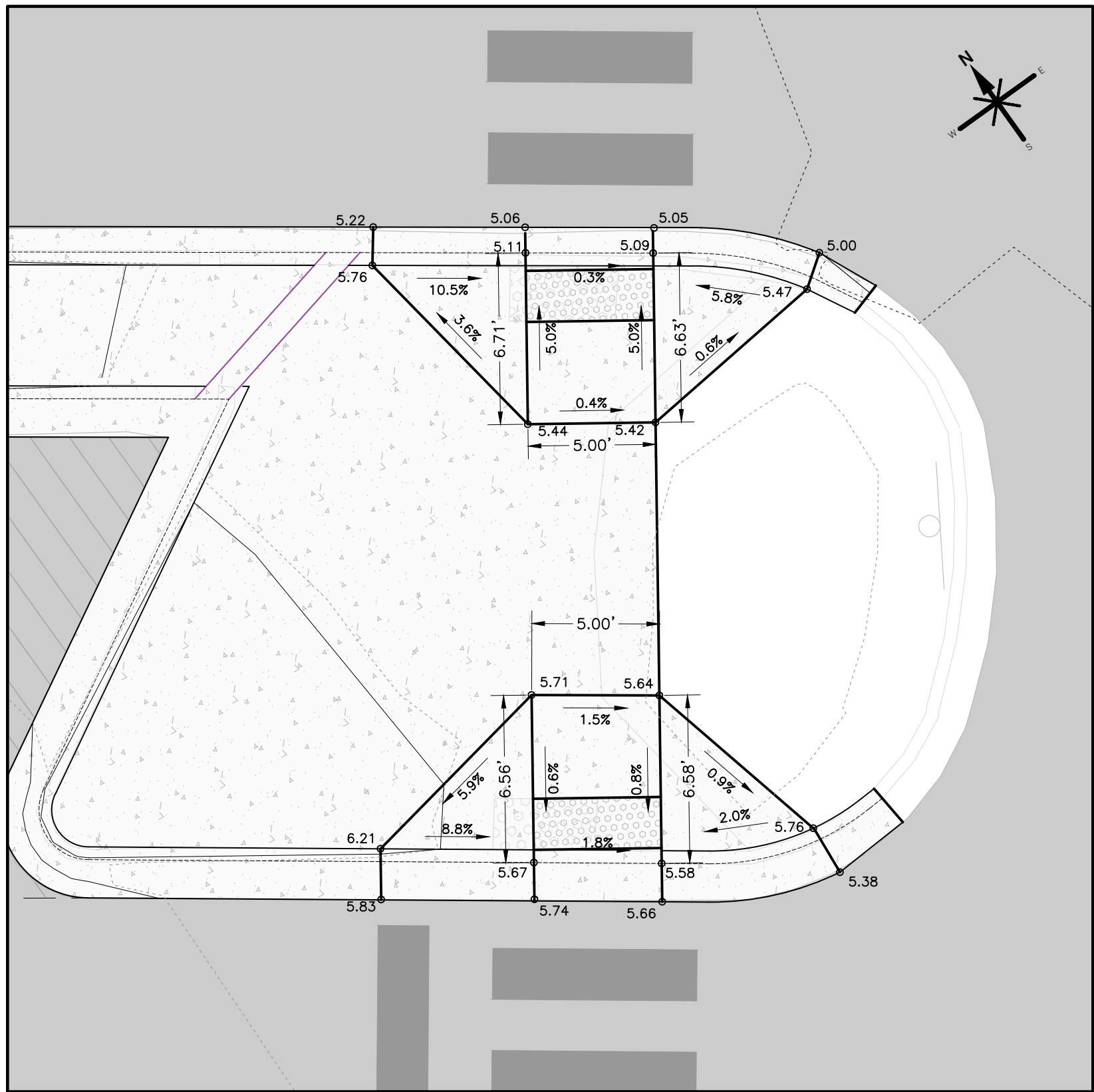
JOB 2022-21
NOT FOR
CONSTRUCTION

GLENWOOD MEADOWS
RECLAMATION PROJECT
GLENWOOD SPRINGS, CO

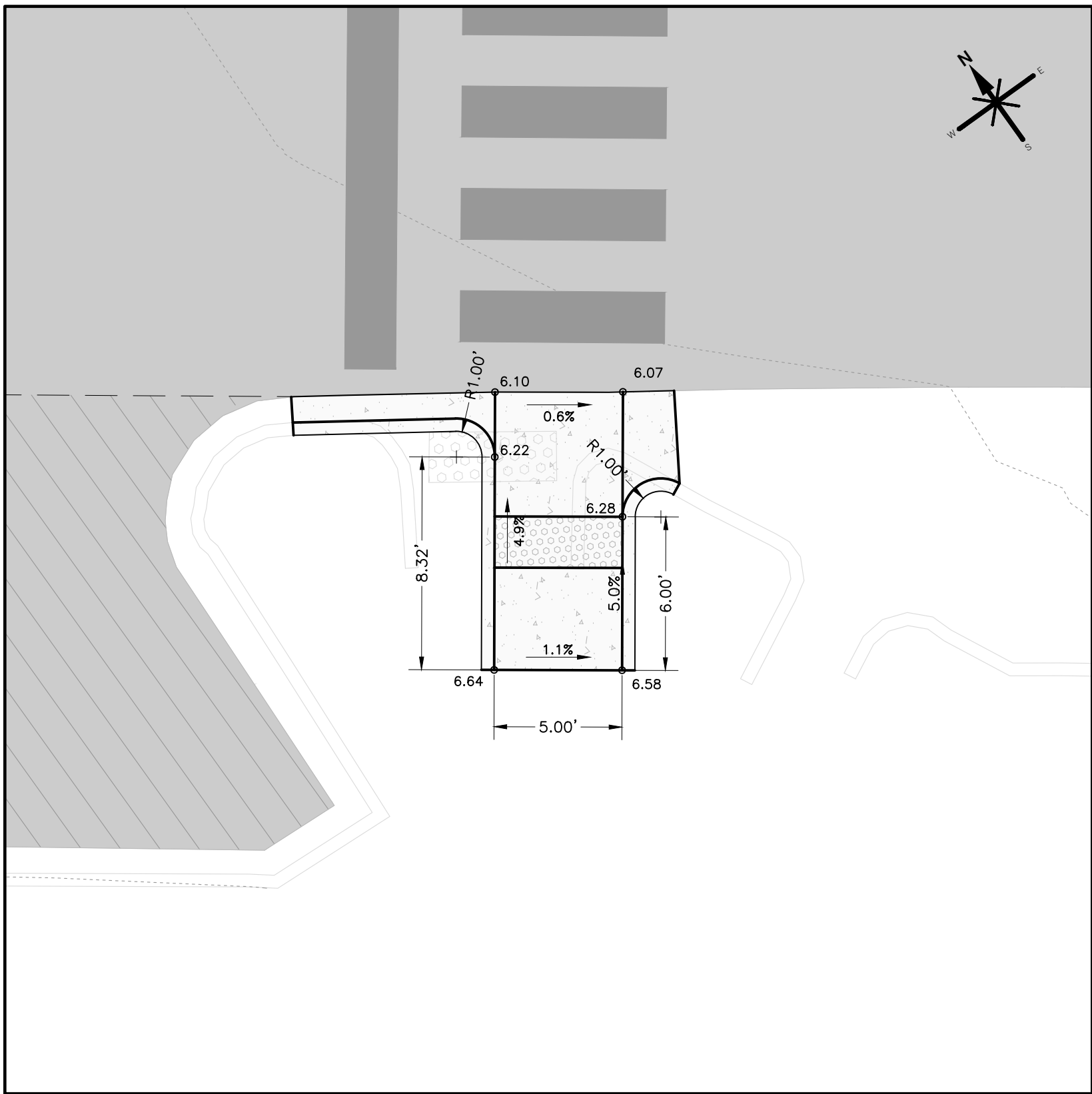
RAMP DETAILS 4

C126

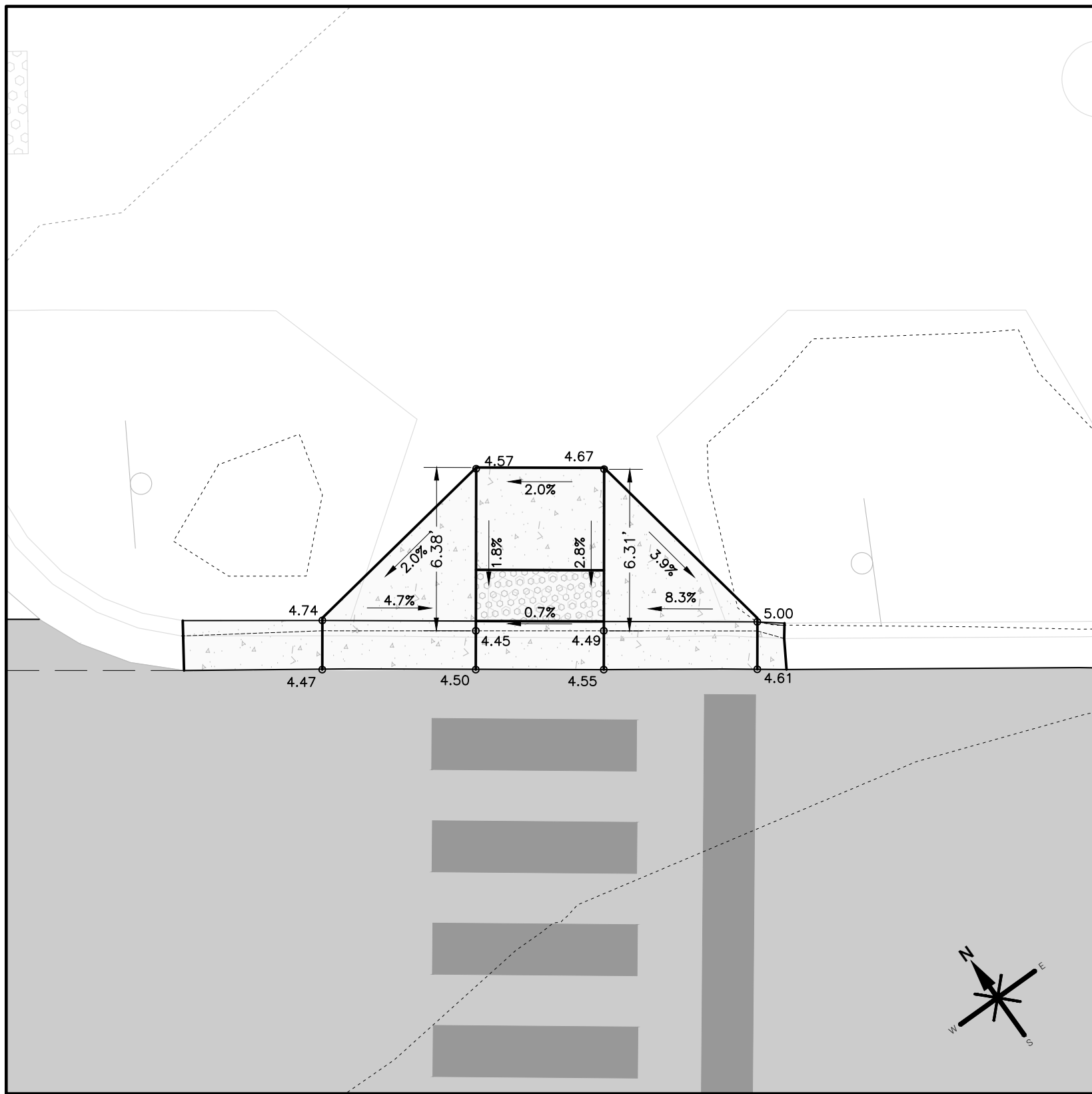
P:\2022\21-GLENWOOD MEADOWS ROADWAY REPLACEMENT PLANNING\04-DWG\04-SHEETSET\GLENWOOD MEADOWS-SS-RAMP.DWG Plotfile: 7/20/2023 1:35 PM By: Darryl Stewart



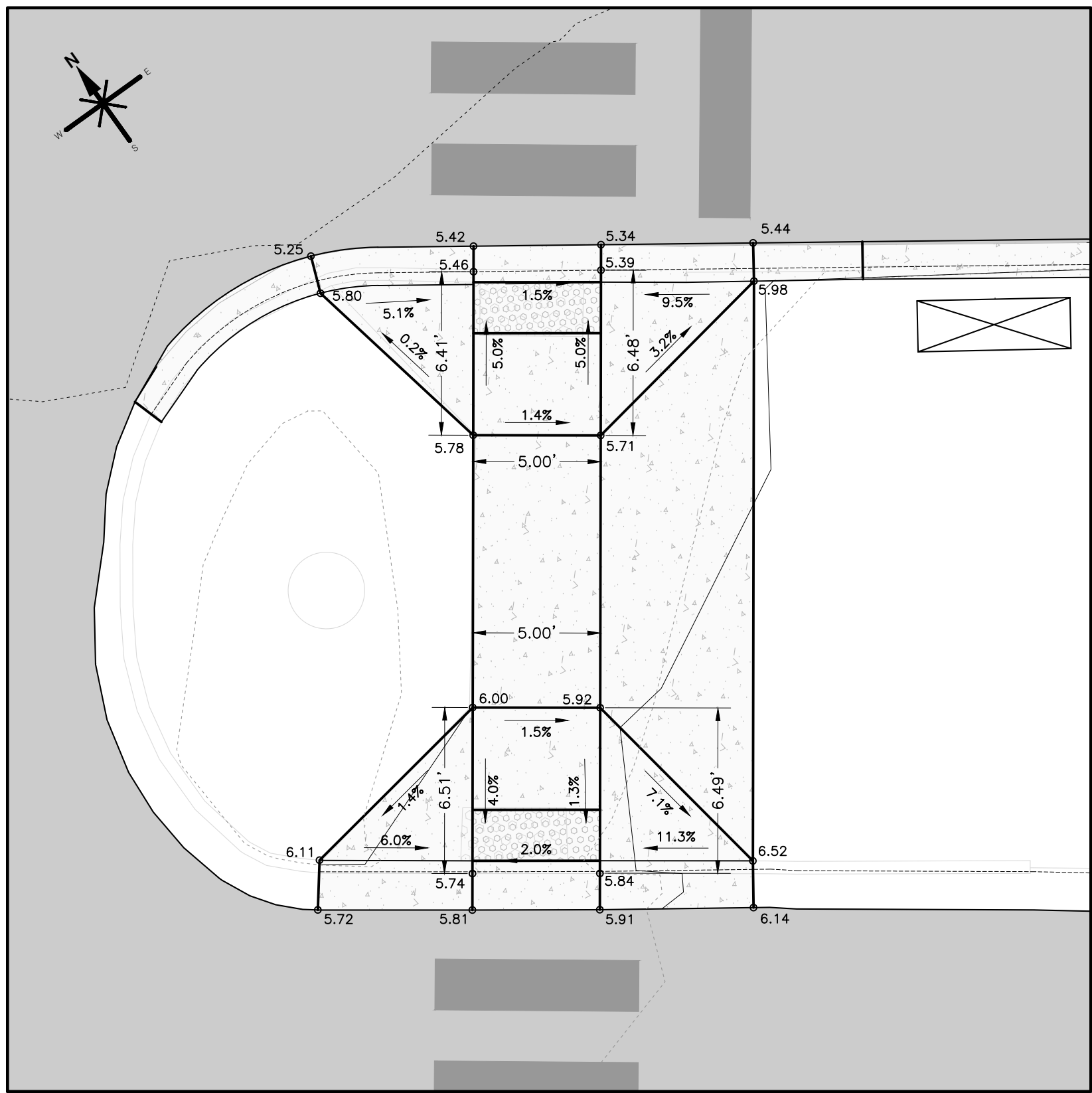
RAMP #30 & 31
SCALE 1" = 5'



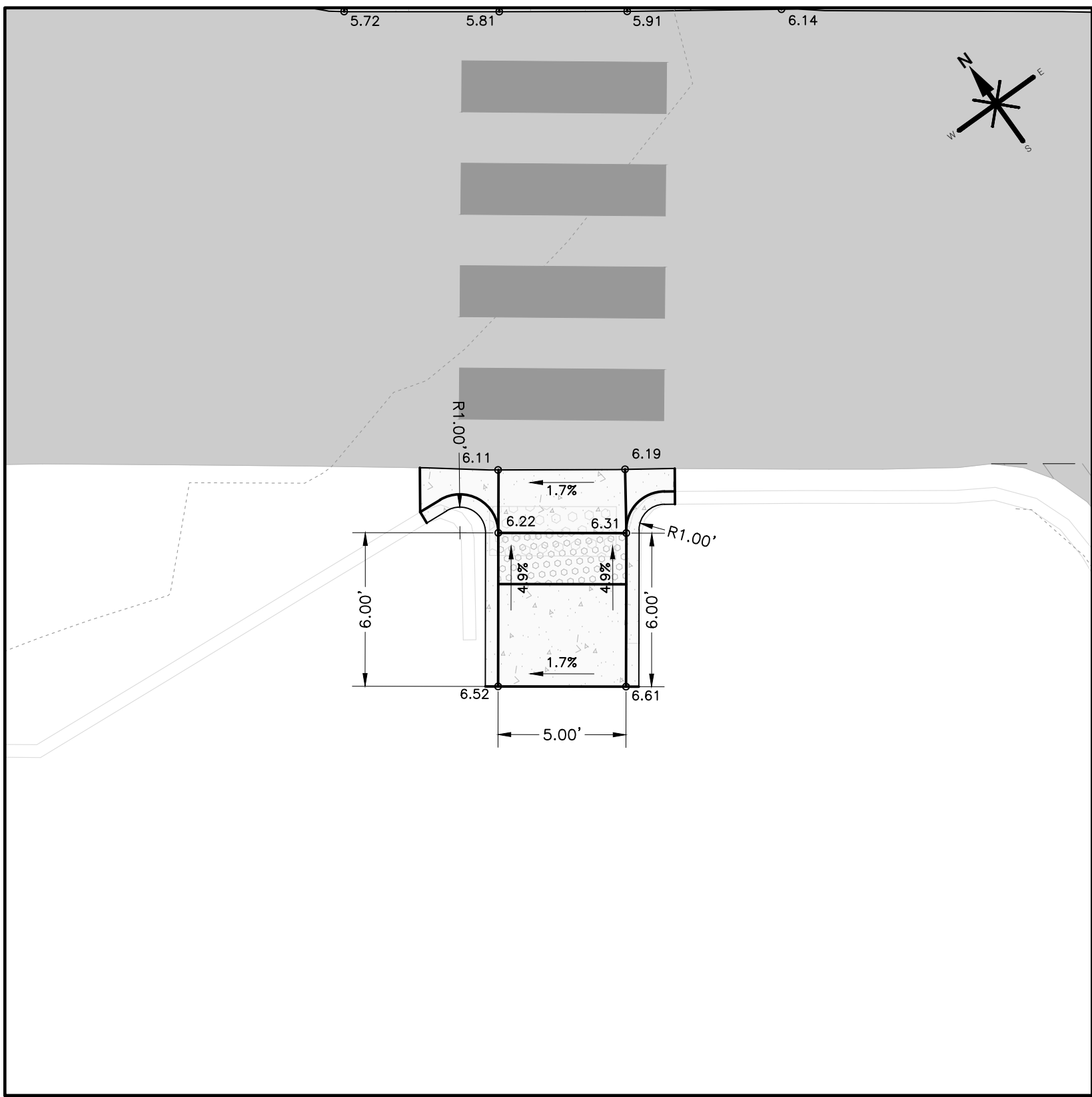
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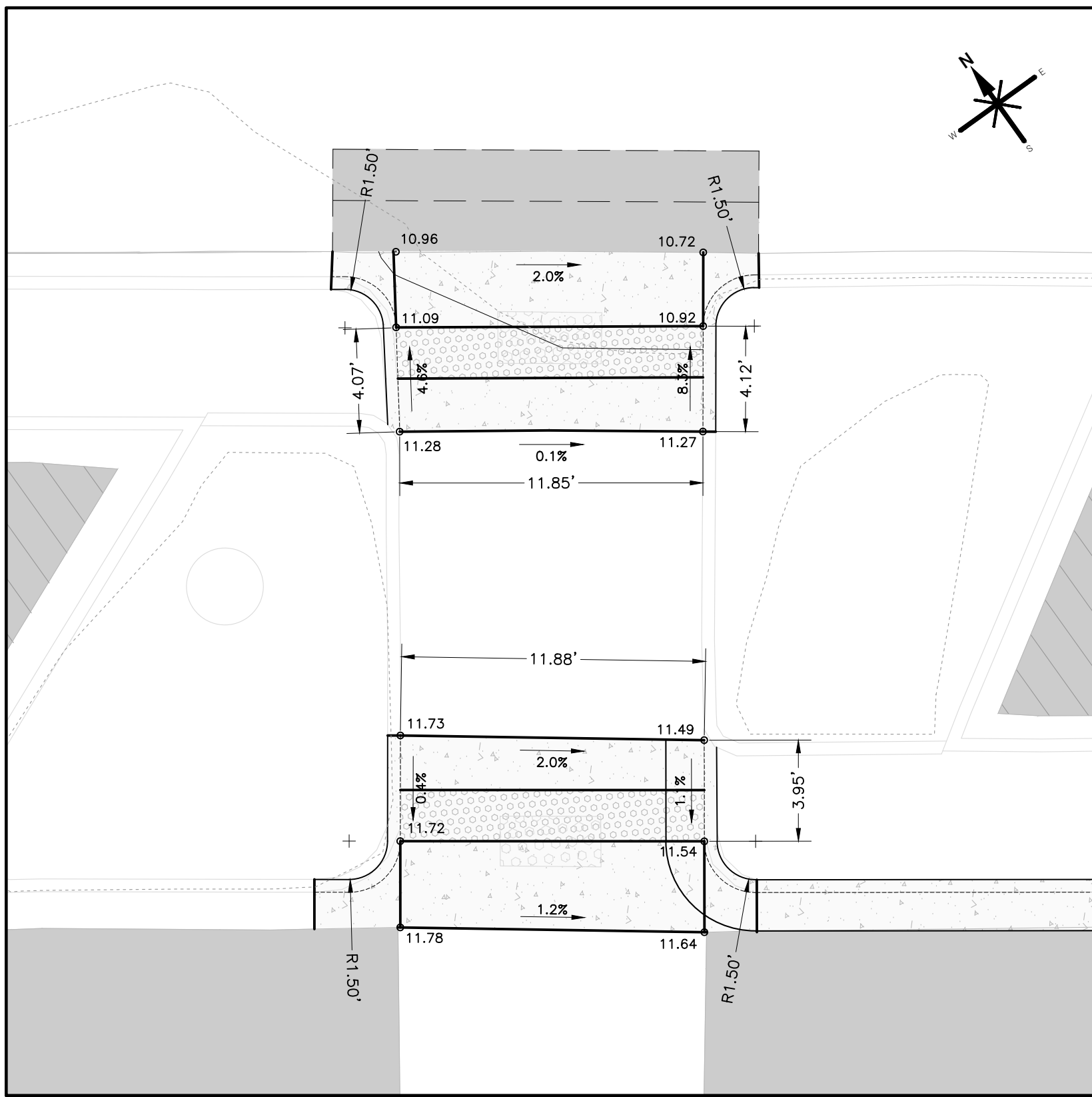
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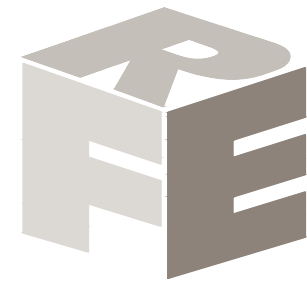
RAMP #34 & 35
SCALE 1" = 5'



RAMP #36
SCALE 1" = 5'



RAMP #37 & 38
SCALE 1" = 5'



ROARING FORK ENGINEERING
592 HIGHWAY 133
CARBONDALE, CO 81623
PH: (970) 340-4130



CHECKED BY: DCS
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DRAWN BY
DCS

DATE
4.20.2023

DESCRIPTION
ADDENDUM 3

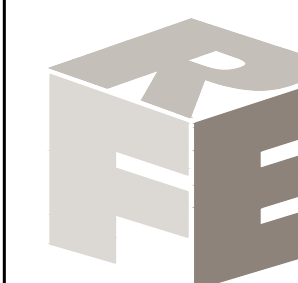
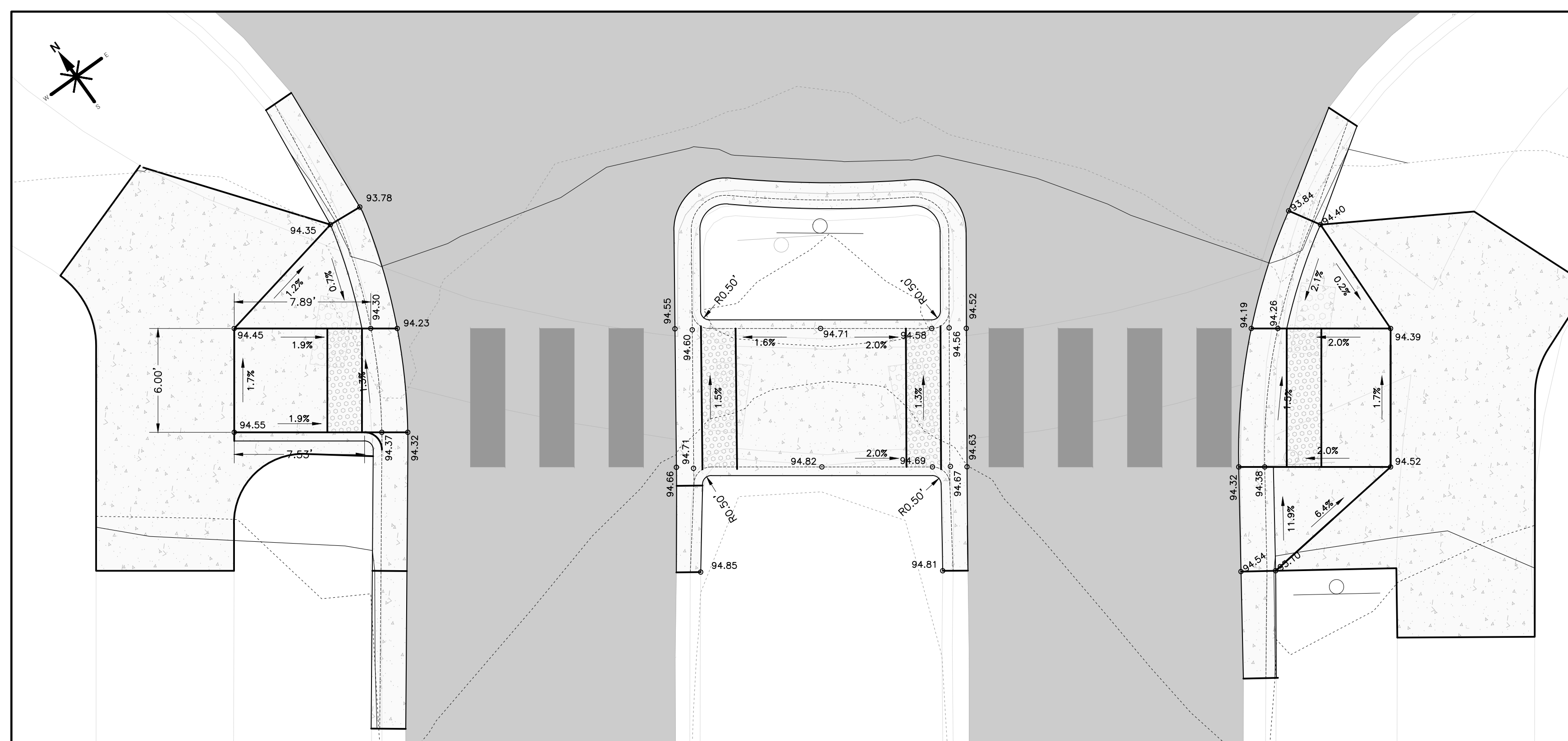
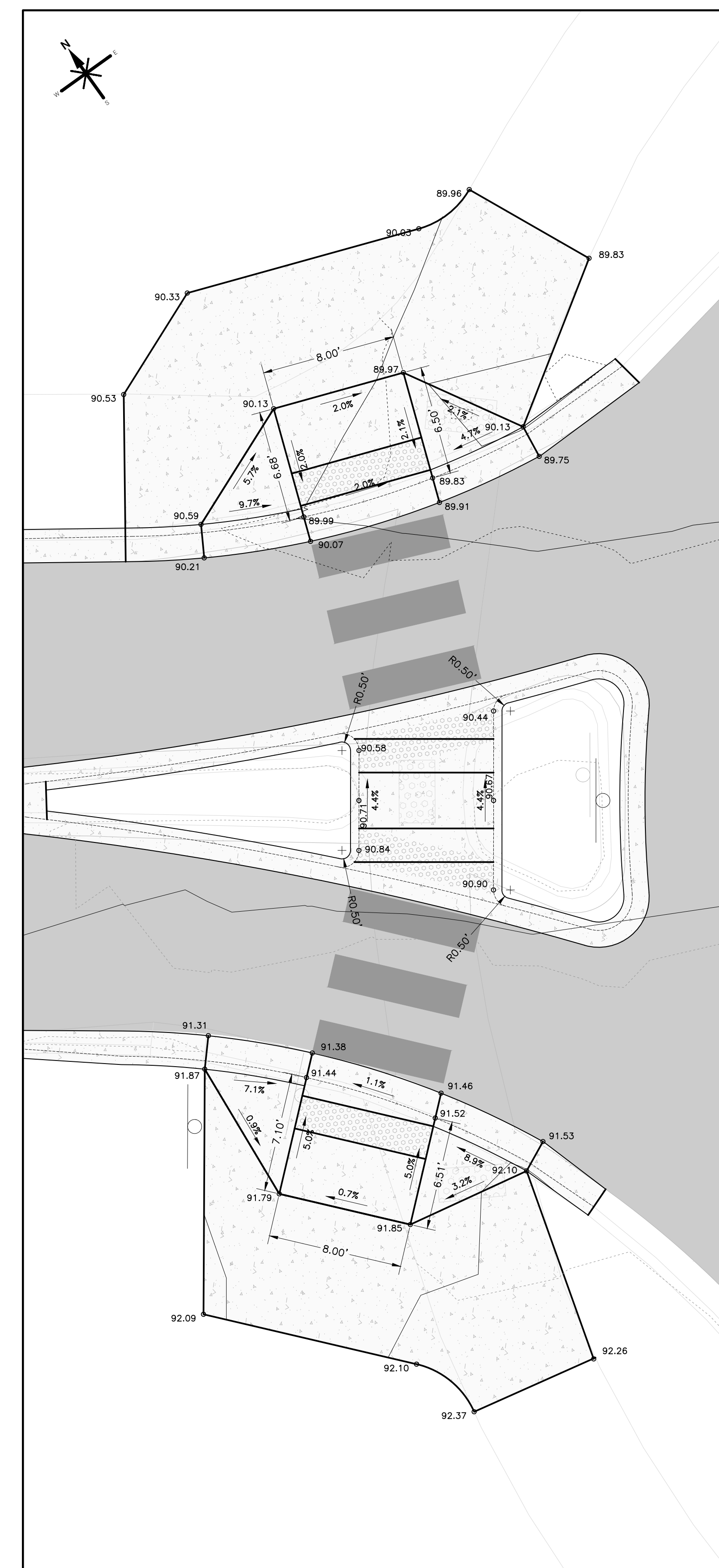
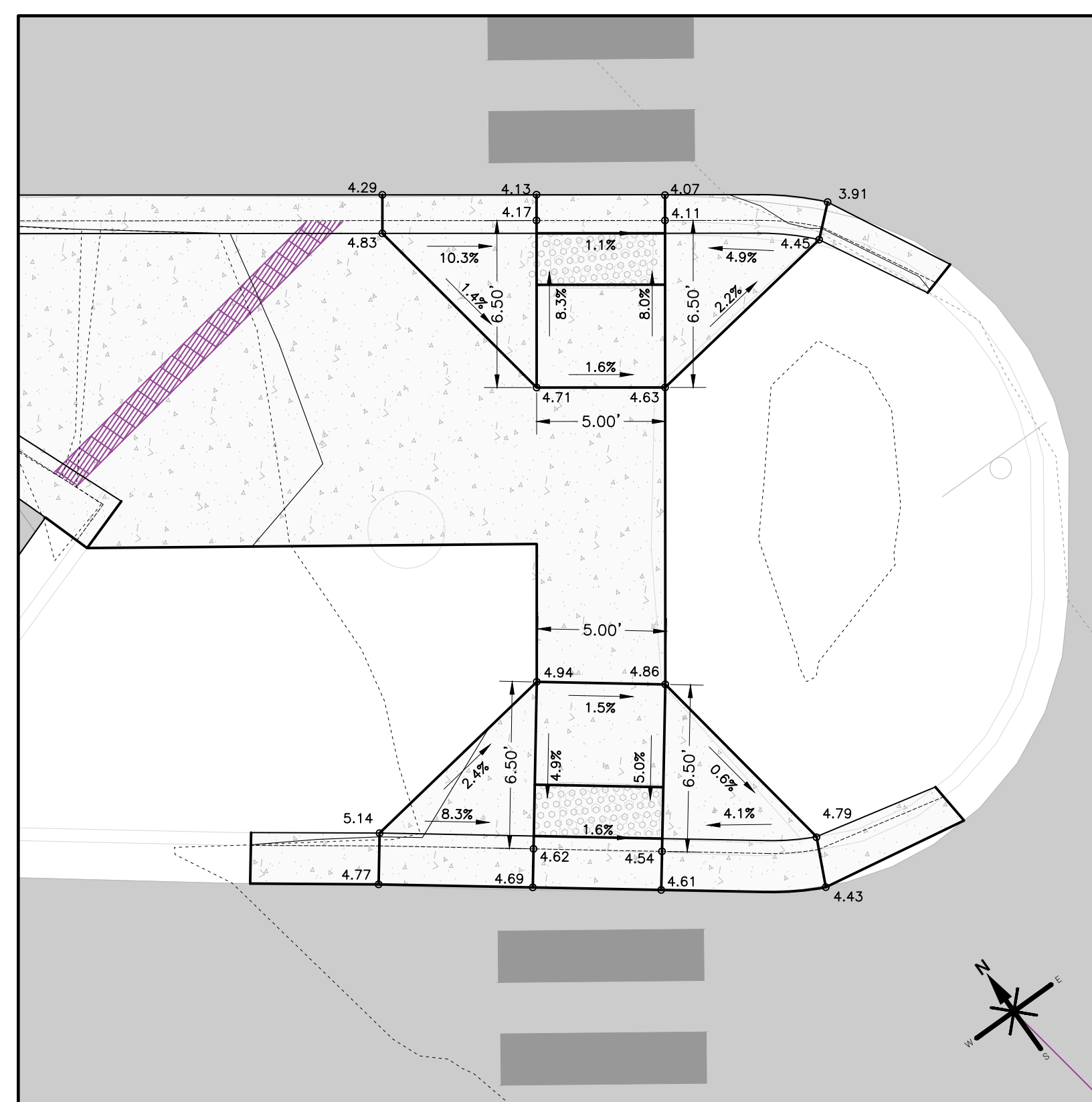
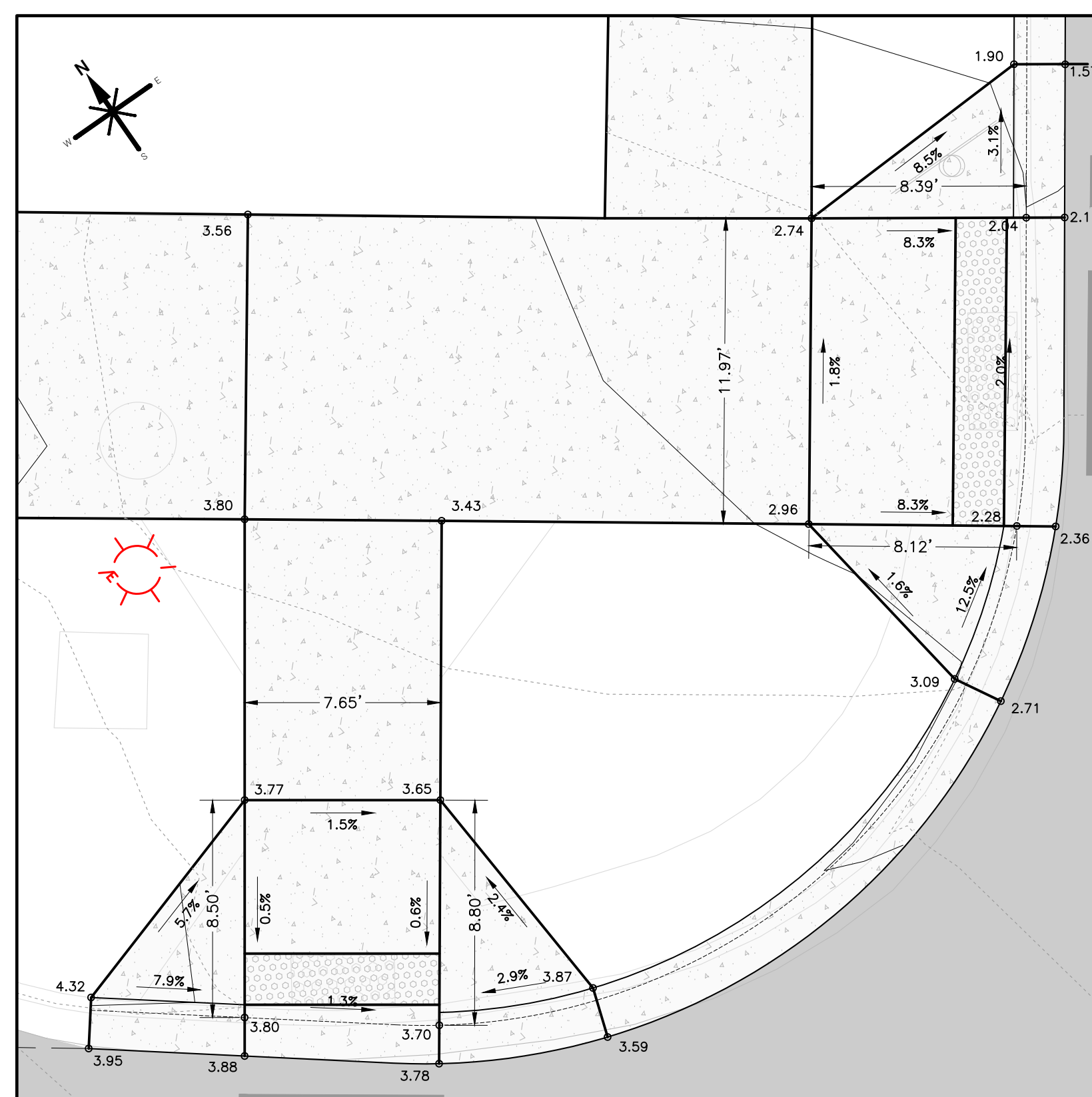
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JOB 2022-21
NOT FOR
CONSTRUCTION

GLENWOOD MEADOWS
RECLAMATION PROJECT
GLENWOOD SPRINGS, CO

RAMP DETAILS 5

C127



ROARING FORK ENGINEERING
592 HIGHWAY 133
CARBONDALE, CO 81623
PH: (970) 340-4130



CHECKED BY: DCS
DRAWN BY: ADW

DRAWN BY
DCS

DATE 12/20/2023

DESCRIPTION
ADDENDUM 3

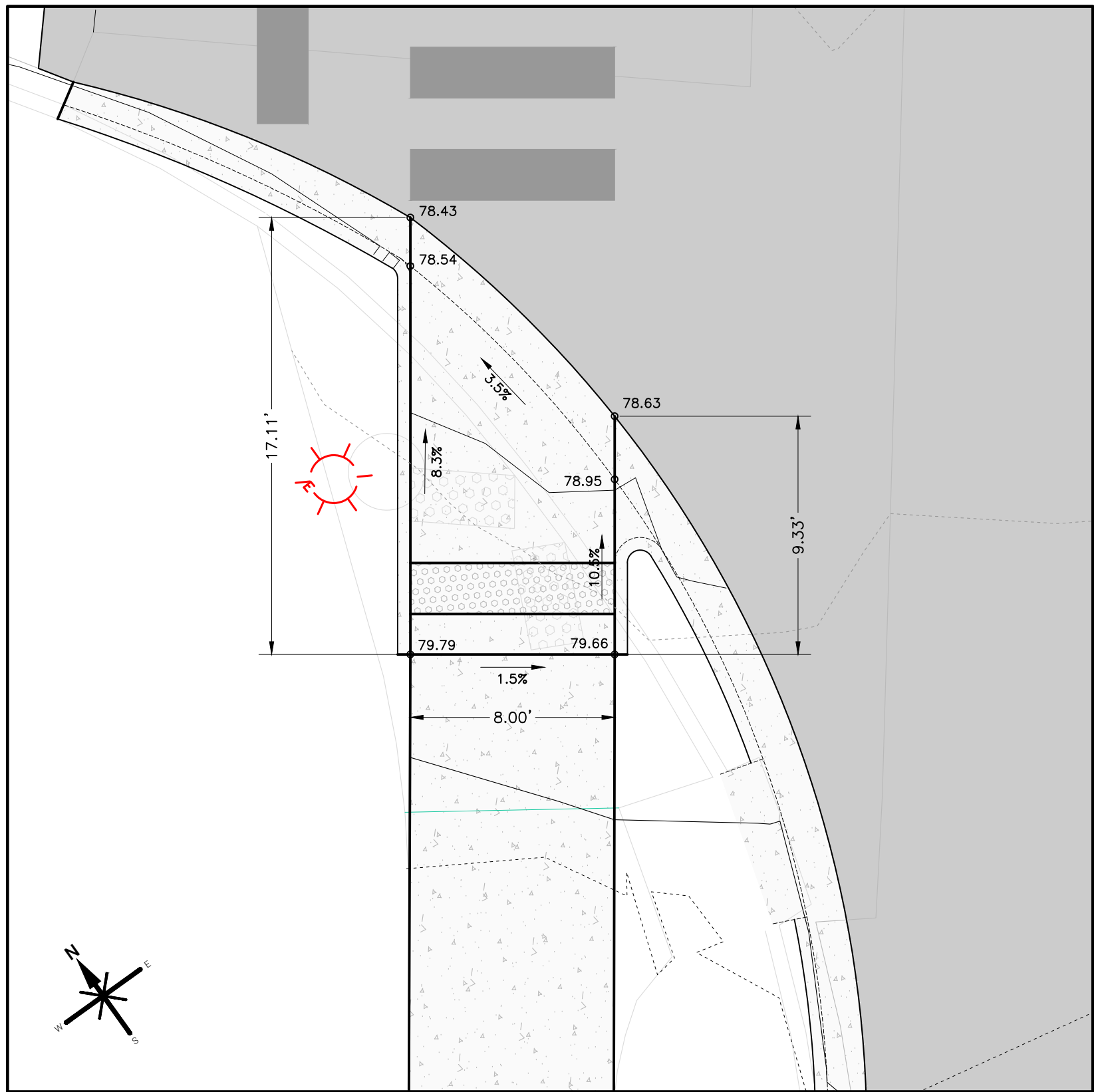
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JOB 2022-21
NOT FOR
CONSTRUCTION

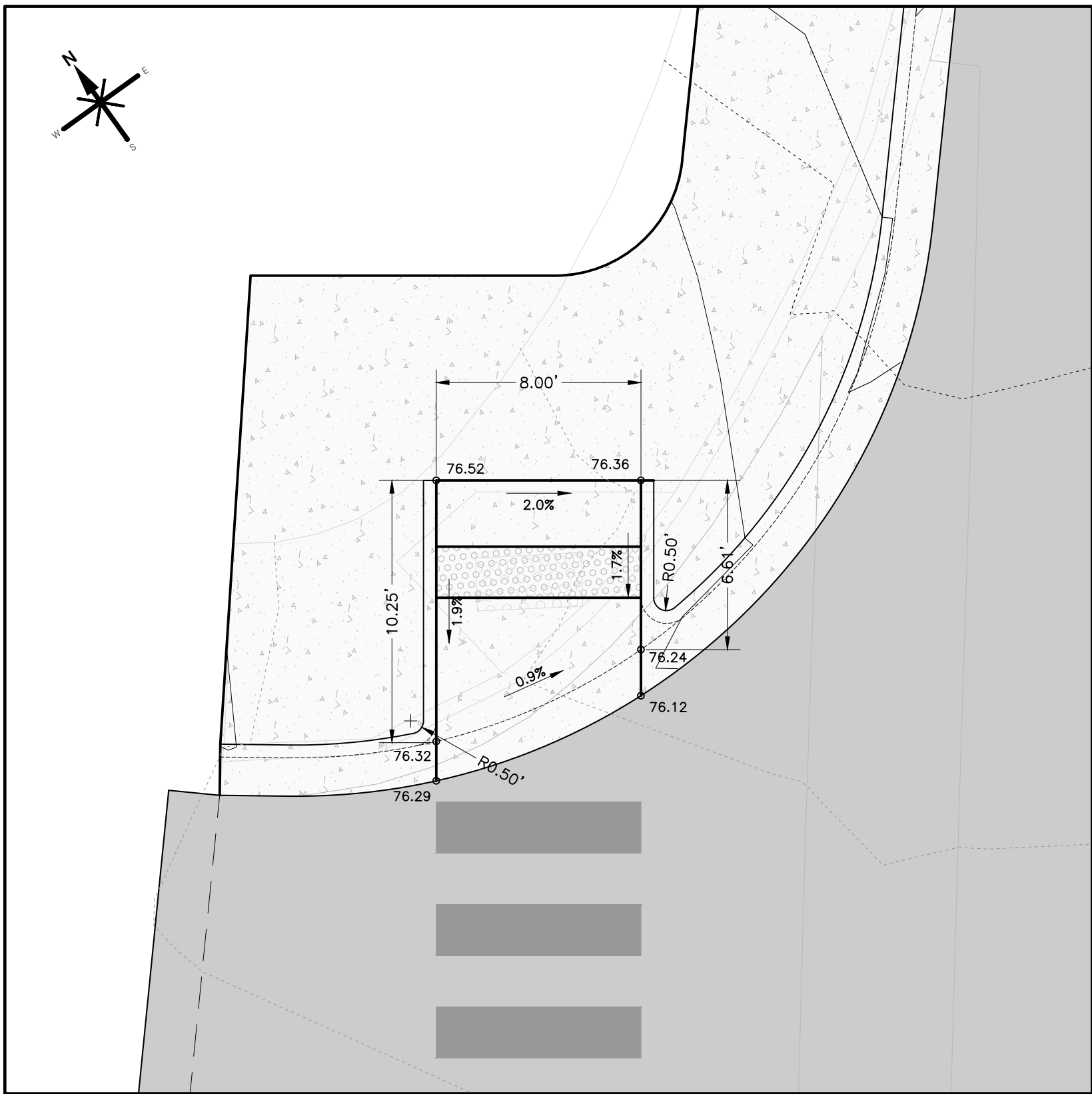
GLENWOOD MEADOWS
RECLAMATION PROJECT
GLENWOOD SPRINGS, CO

RAMP DETAILS 6

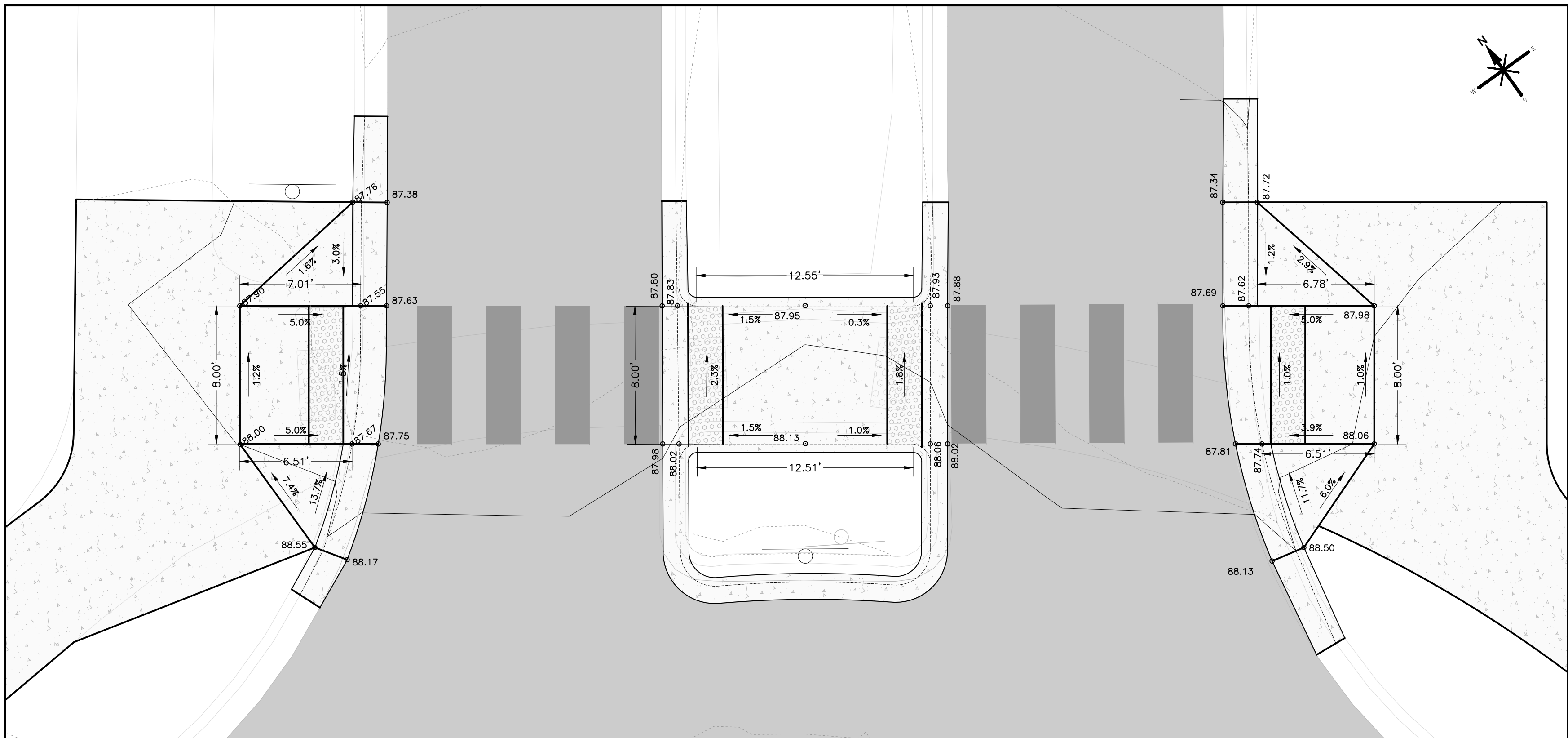
P:\2022\21-GLENWOOD MEADOWS ROADWAY REPLACEMENT PLANNING\04-DWG\04-SHEET\REY-GLENWOOD MEADOWS-SS-RAMP.DWG Plotter: 4/20/2023 1:35 PM By: Darryl Stewart



RAMP #59
SCALE 1" = 5'

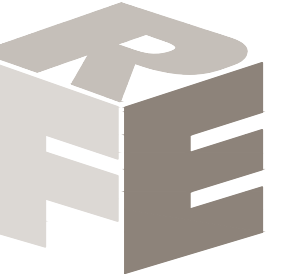


RAMP #60
SCALE 1" = 5'





RAMP #61, 62, 63 & 64
SCALE 1"= 5'



ROARING FORK ENGINEERING
592 HIGHWAY 133
CARBONDALE, CO 81623
PH: (970) 340-4130



CHECKED BY: DCS
DRAWN BY: ADW

DRAWN BY
DCS

DATE
4.20.2023

DESCRIPTION
ADDENDUM 3

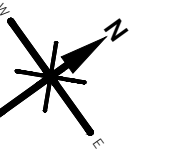
1

OB 2022-21
NOT FOR
CONSTRUCTION

GLENWOOD MEADOWS
RECLAMATION PROJECT
GLENWOOD SPRINGS, CO

CAMP DETAILS 8

C130



GRAPHIC SCALE

15 30

FEET: 1" = 30'

592 HIGHWAY 133

CARBONDALE, CO 81623
PH: (970) 340-4130



CHECKED BY: DCS
DRAWN BY: ADW

DCS

4.20.2023

ADDENDUM 3

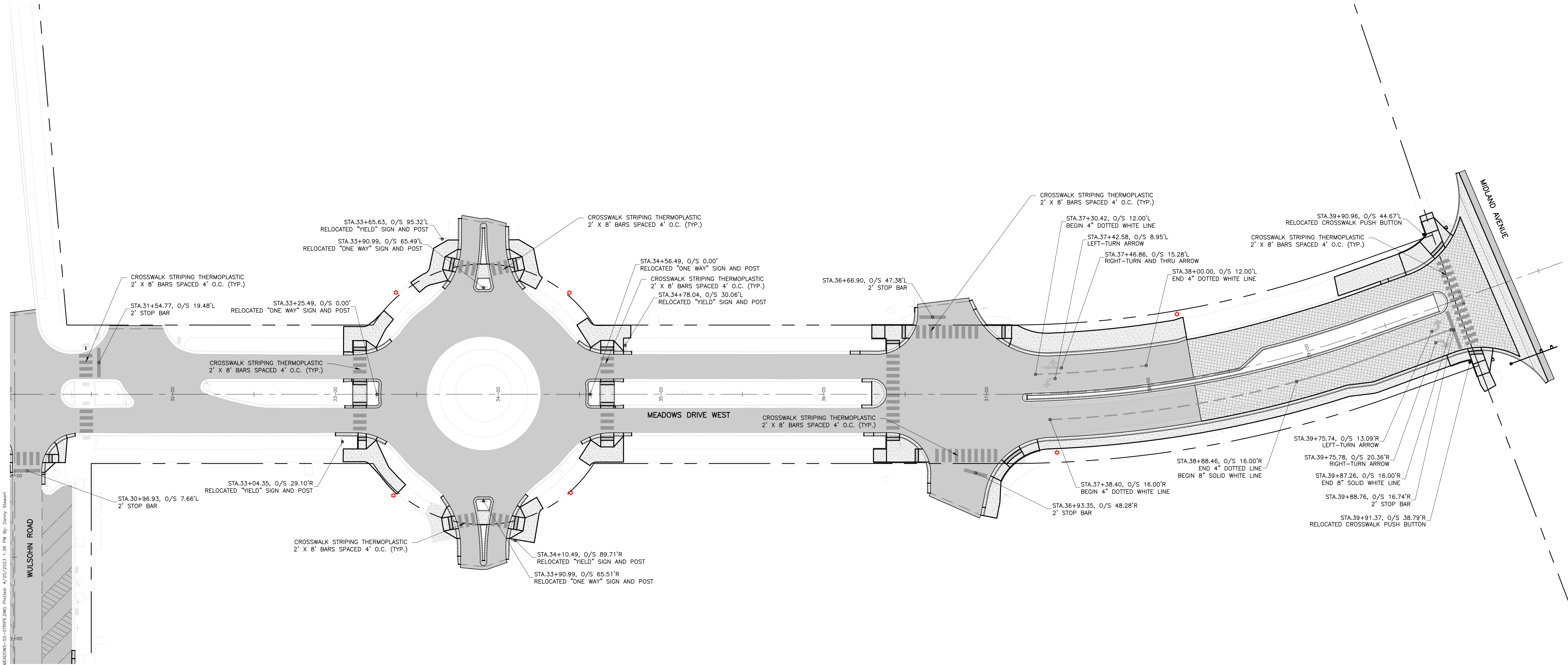
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B 2022-21
NOT FOR
CONSTRUCTION

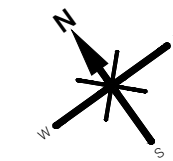
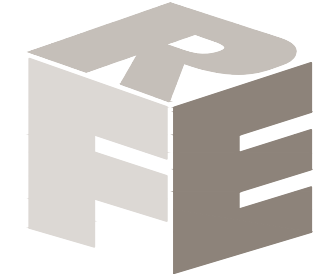
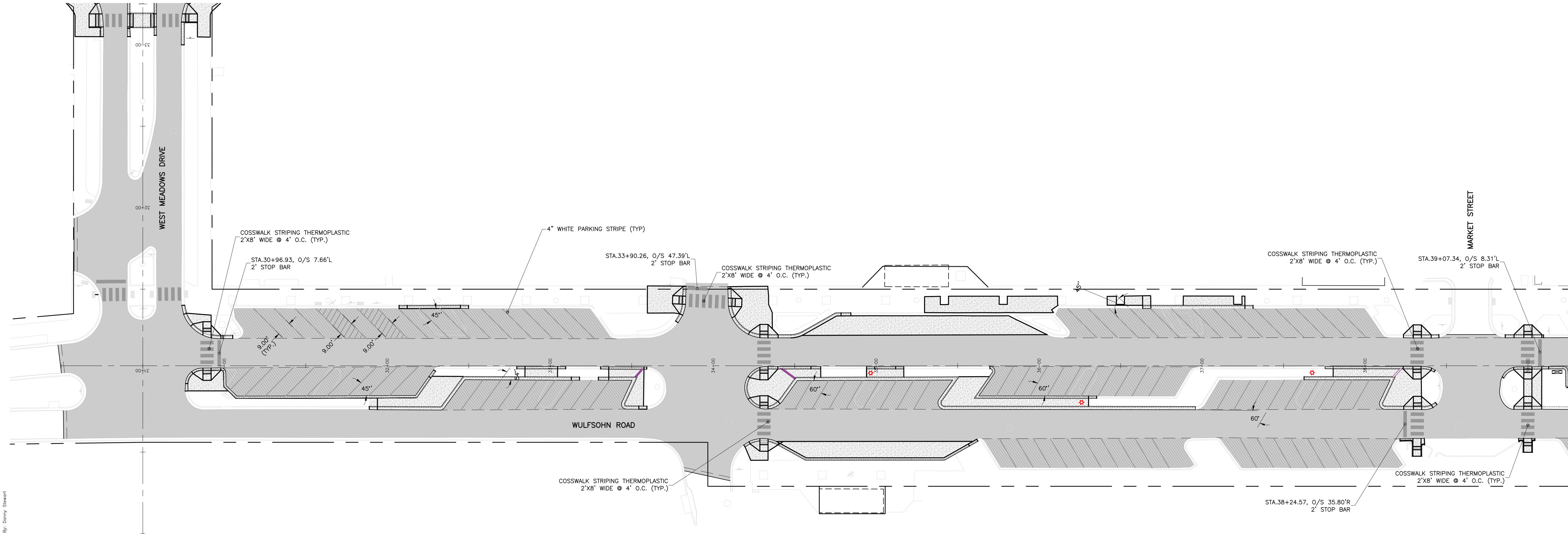
GLENWOOD MEADOWS
RECLAMATION PROJECT
GLENWOOD SPRINGS, CO

WEST MEADOWS DRIVE
SIGNAGE & STRIPING

200



P:\2022\21-GLENWOOD MEADOWS ROADWAY REPLACEMENT PLANNING\04-DWG\04-SHEETSET\GLENWOOD MEADOWS-SS-STRIPING.dwg Plotter: 7/20/2023 1:58 PM By: Darryl Stewart



GRAPHIC SCALE
0 15 30
IN FEET: 1" = 30'

ROARING FORK ENGINEERING
592 HIGHWAY 133
CARBONDALE, CO 81623
PH: (970) 340-4130



CHECKED BY: DCS
DRAWN BY: ADW

DRAWN BY
DCS

DATE
4.20.2023

DESCRIPTION
ADDENDUM 3

1

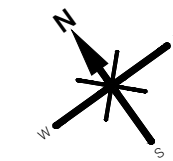
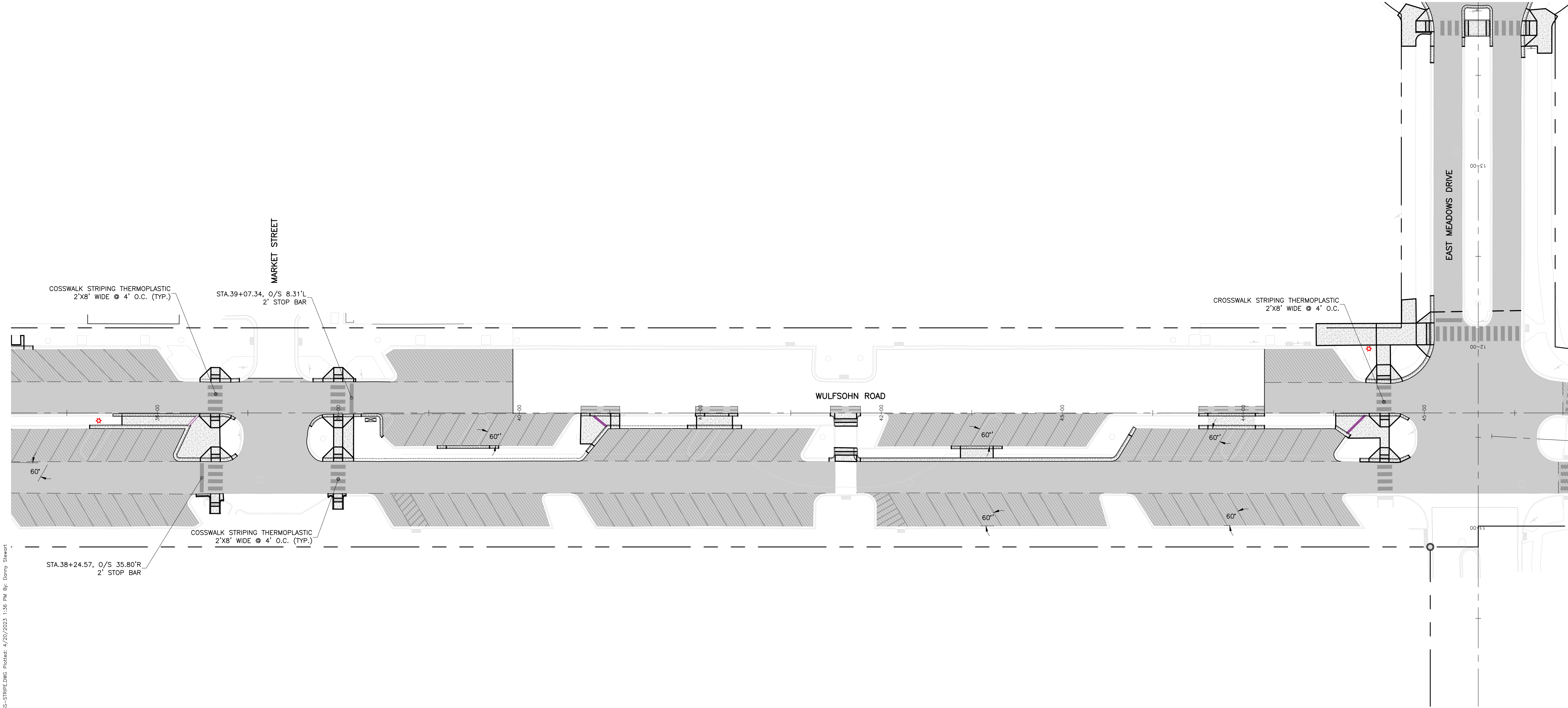
JOB 2022-21
NOT FOR
CONSTRUCTION

GLENWOOD MEADOWS
RECLAMATION PROJECT
GLENWOOD SPRINGS, CO

WULFSOHN ROAD
SIGNAGE & STRIPING #1

C201

P:\2022\21 - GLENWOOD MEADOWS ROADWAY REPLACEMENT PLANNING\04 - DWG\04-SHEETSET\GLENWOOD MEADOWS-SS-STRIPING.dwg Plotter: 7/20/2023 1:58 PM By: Darryl Stewart



GRAPHIC SCALE
0 15 30
IN FEET: 1" = 30'

ROARING FORK ENGINEERING
592 HIGHWAY 133
CARBONDALE, CO 81623
PH: (970) 340-4130



CHECKED BY: DCS
DRAWN BY: ADW

DRAWN BY
DCS

DATE
4.20.2023

DESCRIPTION
ADDENDUM 3

1

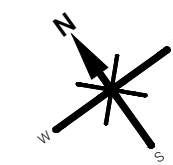
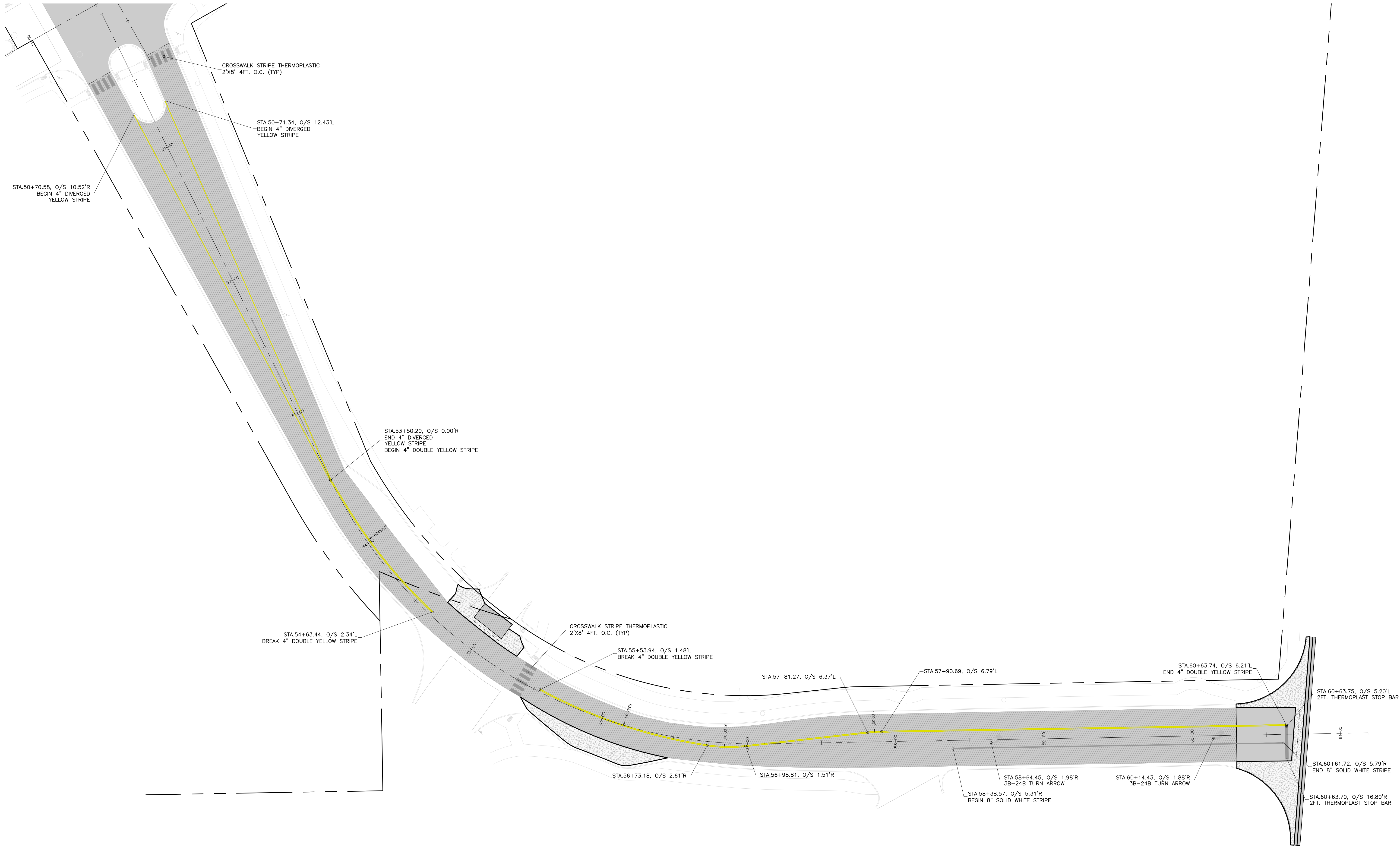
JOB 2022-21
NOT FOR
CONSTRUCTION

GLENWOOD MEADOWS
RECLAMATION PROJECT
GLENWOOD SPRINGS, CO

WULFSOHN ROAD
SIGNAGE & STRIPING #2

C202

P:\2022\21-GLENWOOD MEADOWS ROADWAY REPLACEMENT PLANNING\04-DWG\04-SHEETSET\GLENWOOD MEADOWS-SS-STRIPING.DWG Plotter: 2/20/2023 1:58 PM By: Darryl Stewart



GRAPHIC SCALE
0 15 30
IN FEET: 1" = 30'

ROARING FORK ENGINEERING

592 HIGHWAY 133
CARBONDALE, CO 81623
PH: (970) 340-4130



CHECKED BY: DCS
DRAWN BY: ADW

DRAWN BY
DCS

DATE
4.20.2023

DESCRIPTION
ADDENDUM 3

1

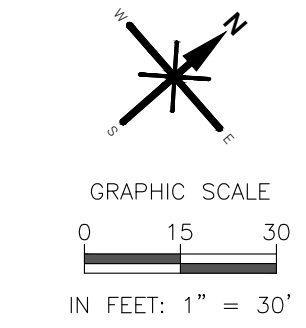
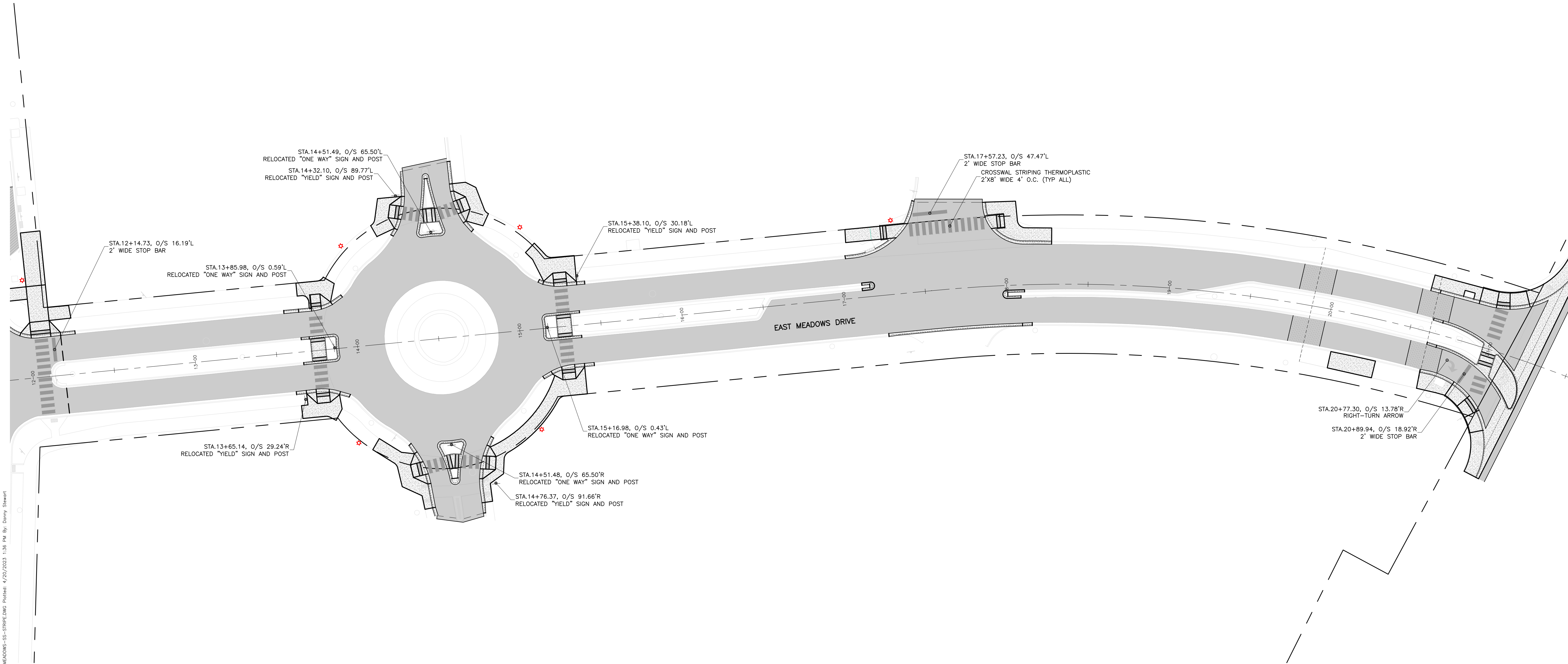
JOB 2022-21
NOT FOR
CONSTRUCTION

GLENWOOD MEADOWS
RECLAMATION PROJECT
GLENWOOD SPRINGS, CO

WULFSOHN ROAD
SIGNAGE & STRIPING #3

C203

P:\2022\21-GLENWOOD MEADOWS ROADWAY REPLACEMENT PLANNING\04-DWG\04-SHEETSET\GLENWOOD MEADOWS-SS-STRIPING.dwg 7/20/2023 1:58 PM By: Denny Stewart



ROARING FORK ENGINEERING
592 HIGHWAY 133
CARBONDALE, CO 81623
PH: (970) 340-4130



CHECKED BY: DCS
DRAWN BY: ADW

DRAWN BY:
DCS

DATE:
4.20.2023

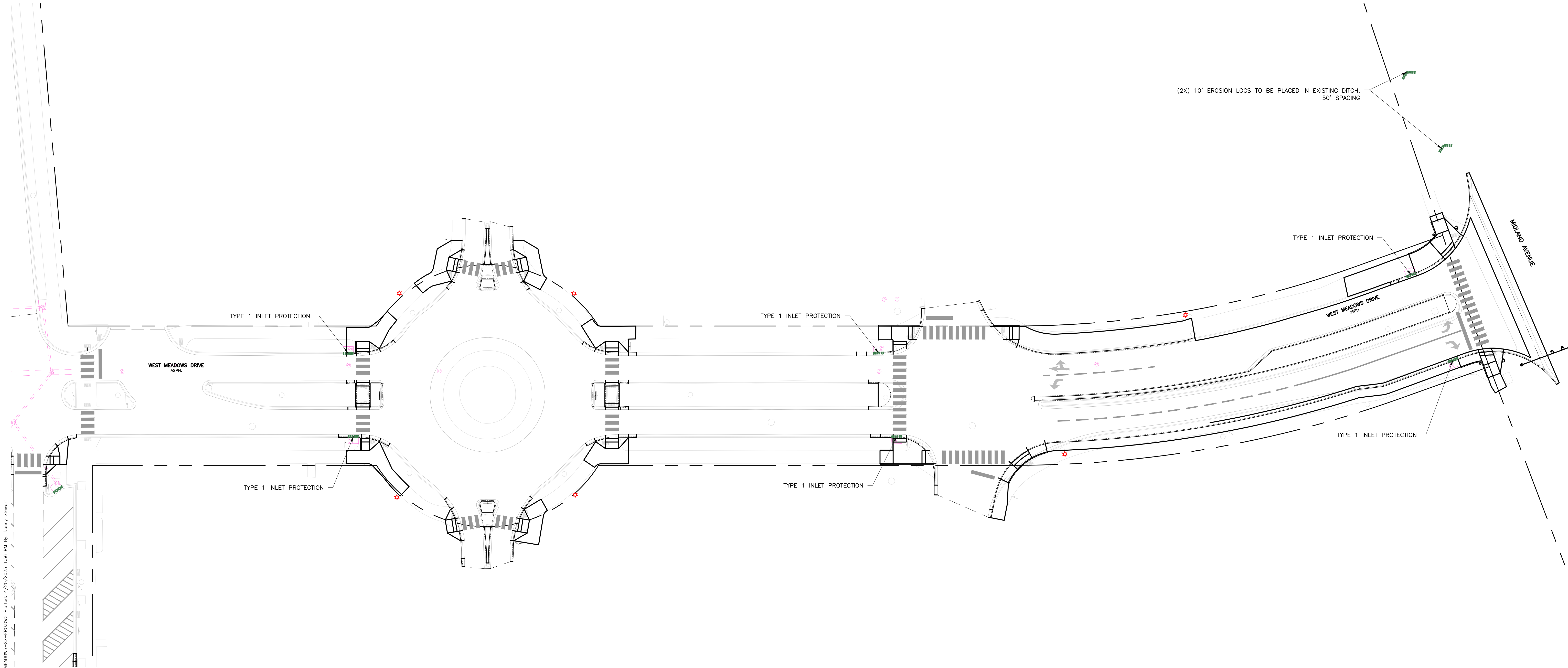
DESCRIPTION:
ADDENDUM 3
1

JOB: 2022-21
NOT FOR CONSTRUCTION

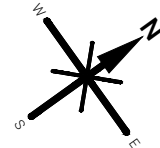
GLENWOOD MEADOWS
RECLAMATION PROJECT
GLENWOOD SPRINGS, CO

EAST MEADOWS DRIVE
SIGNAGE & STRIPING

C204



P:\2023\21-GLENWOOD MEADOWS ROADWAY REPLACEMENT PLANNING\04-DWG\04-SHEETSET\GLENWOOD MEADOWS-SS-ERODWG Plotted: 4/20/2023 1:36 PM By: Dorsey Stewart



GRAPHIC SCALE
0 15 30
IN FEET: 1" = 30'

ROARING FORK ENGINEERING
592 HIGHWAY 133
CARBONDALE, CO 81623
PH: (970) 340-4130



CHECKED BY: DCS
DRAWN BY: ADW

DRAWN BY
DCS

DATE
4.20.2023

DESCRIPTION
ADDENDUM 3

1

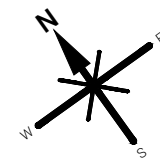
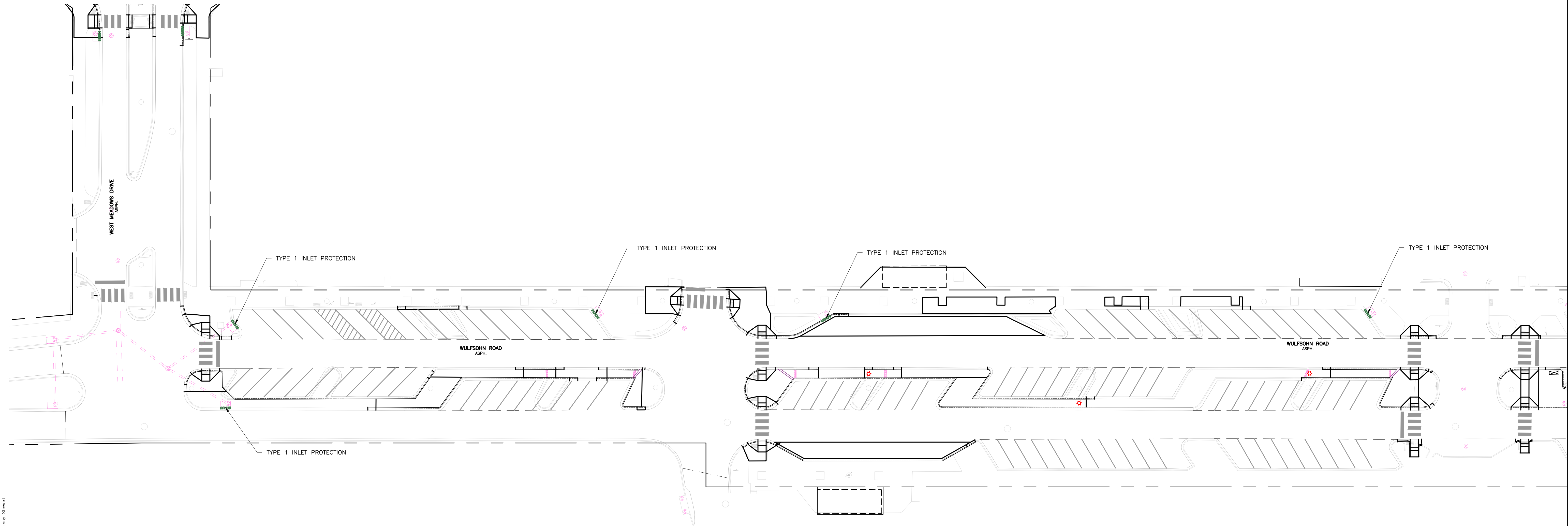
JOB 2022-21
NOT FOR
CONSTRUCTION

**GLENWOOD MEADOWS
RECLAMATION PROJECT
GLENWOOD SPRINGS, CO**

WEST MEADOWS DRIVE
EROSION CONTROL

C300

P:\2023\21-GLENWOOD MEADOWS ROADWAY REPLACEMENT PLANNING\04-DWG\04-SHEETSET\GLENWOOD MEADOWS-SS-ERO.DWG Plotted: 4/20/2023 1:36 PM By: Dorsey Stewart



GRAPHIC SCALE
0 15 30
IN FEET: 1" = 30'

ROARING FORK ENGINEERING

592 HIGHWAY 133
CARBONDALE, CO 81623
PH: (970) 340-4130



CHECKED BY: DCS
DRAWN BY: ADW

DRAWN BY
DCS

DATE
4.20.2023

DESCRIPTION
ADDENDUM 3

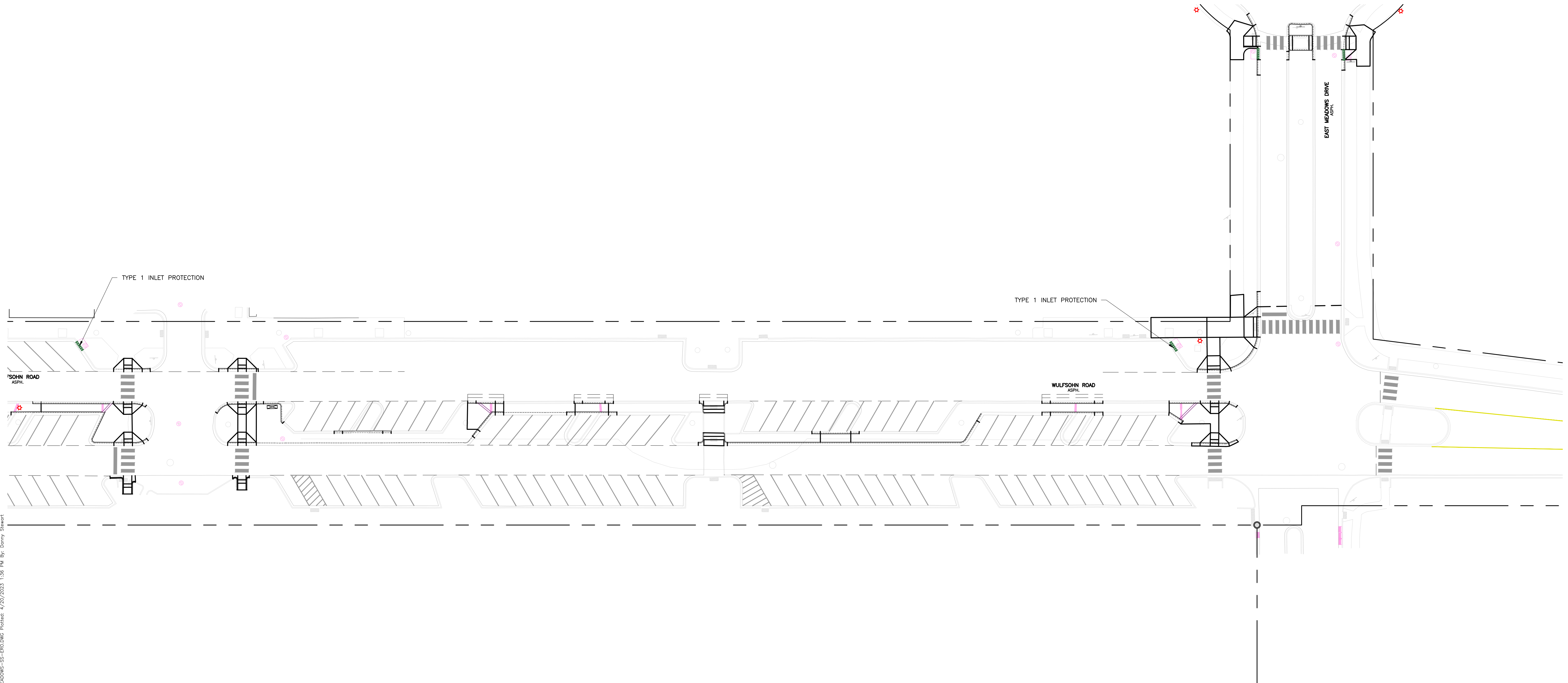
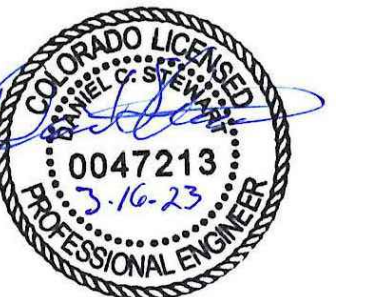
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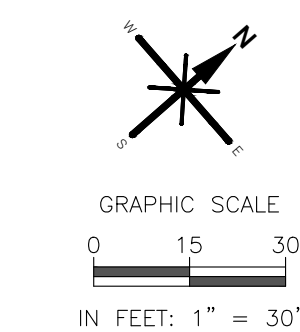
JOB 2022-21
NOT FOR
CONSTRUCTION

GLENWOOD MEADOWS
RECLAMATION PROJECT
GLENWOOD SPRINGS, CO

WULFSOHN ROAD
EROSION CONTROL #1

C301





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DCS

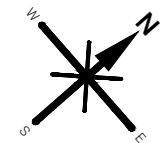
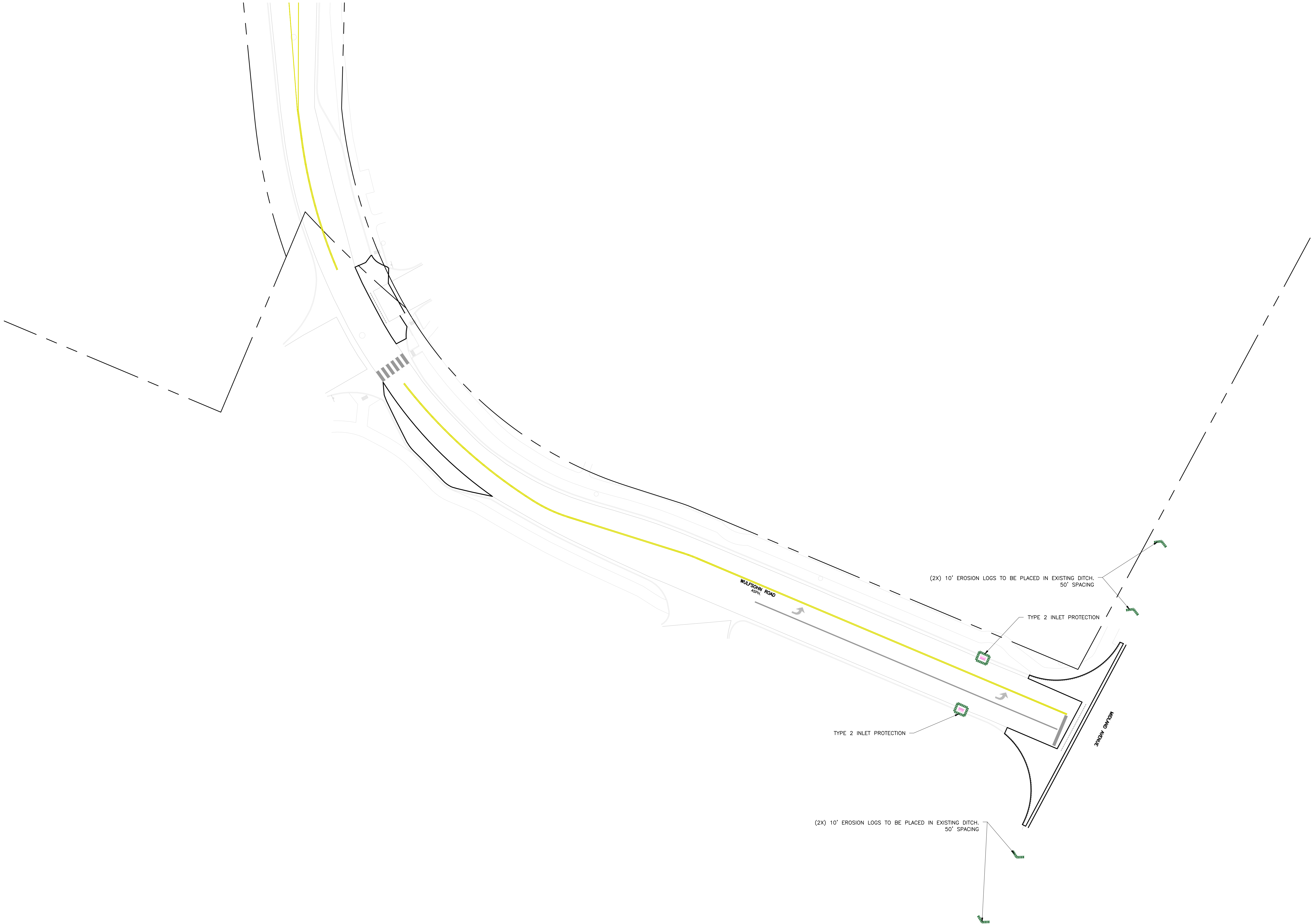
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JOB 2022-21
NOT FOR
CONSTRUCTION

EAST MEADOWS DRIVE
EROSION CONTROL

C303

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GRAPHIC SCALE
0 15 30
IN FEET: 1" = 30'

ROARING FORK ENGINEERING

592 HIGHWAY 133
CARBONDALE, CO 81623
PH: (970) 340-4130



CHECKED BY: DCS
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DCS

DATE
4.20.2023

DESCRIPTION
ADDENDUM 3

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JOB 2022-21
NOT FOR
CONSTRUCTION

GLENWOOD MEADOWS
RECLAMATION PROJECT
GLENWOOD SPRINGS, CO

EAST WULSOHN ROAD
EROSION CONTROL

C304



City Council
STAFF REPORT
City of Glenwood Springs
May 18, 2023

Agenda Item:	Award Request for Proposal 2023-18P Red Mountain North Phase 1
Action Requested:	Award Request for Proposal 2023-18P Red Mountain North Phase 1 to Johnson Construction (JCI) for \$1,702,615.50.
Department:	Public Works
Presented By:	Matthew Langhorst, Steve Boyd
Strategic Goals:	Preserve and Improve Infrastructure
Background Info:	City staff have been working on Red Mountain North subdivision planning for several years now. This includes roadway reconstruction, curb and gutter installation, waterline replacement, sewer replacement, and electric undergrounding on West 10th Street, Red Mountain Drive from West 10th to Midland Avenue, 9th Place and West 9th Street. This project has been split into two phases. Phase 1 is from the single lane bridge on Red Mountain to the north back to the Midland Intersection, including West 9th Street. Phase 2 is the southern portion of Red Mountain from the single lane bridge back to West 10th Street, including west 10th Street and 9th Place. Phase 1 was bid as RFP 2023-18P and two bids were received. The bids, with the full scope of work, were \$2.437 million and \$2.489 million, which are both over the \$1.1 million that was budgeted. This budget was based off of the engineers' estimate from 2021. Staff asked both bidders to rebid the project with a reduced scope of work to attempt to get it closer to the approved budget. With the reductions to the scope, the bids came in at \$1.808 million from Gould Construction and \$1.702 million from Johnson Construction. Staff would like to move forward with this project by moving the \$750,000 budgeted for Booster Station 2 in 2023 to this project. Staff applied for a grant to pay for a majority of Booster 2 in 2024 and the project has been selected by the Governor to move forward in the grant process. Final plans with a reduced scope of work are being updated by Sopris Engineering and will be added to the On Going Projects city webpage and staff will make contact with the residents in the area to discuss project scope and schedule.
Issues:	The original scope of work had to be cut back to bring the project into a feasible budget.
Fiscal Impact:	This will require a reappropriation of the Booster 2 pump station money to the Red Mountain Phase 1 project scope.
Legal Review:	Legal will draft any contracts.
Staff Recommendation:	Staff is Recommending Award of Request for Proposal 2023-18P Red Mountain North Phase 1 to Johnson Construction (JCI) for \$1,702,615.50.

RED MOUNTAIN NORTH-PHASE 1 2023 BID SCHEDULE-ADDENDUM 4

Date: April 25, 2023 ADDENDUM 4

SE PROJECT # 13148

Item No.	Description of Work	Unit	Estimated Quantity	Unit Price	Total Price
General:					
G1	Mobilization/Demobilization: Not to exceed 5% of subtotal for entire project.	JOB	LS	\$ 85,000.00	\$ 85,000.00
G2	Traffic Control: Including traffic control plan, press release, barricading, signage, public notifications in newspaper and radio, permitting, fees, materials, labor and equipment necessary for a completed project.	JOB	LS	\$ 42,100.00	\$ 42,100.00
G3	Clear and Grub: All clearing and grubbing for entire job, complete and in place per lump sum.	JOB	LS	\$ 16,200.00	\$ 16,200.00
G4	Erosion and Sediment Control: Including but not limited to permitting, fees, reporting, materials, labor and equipment necessary for a completed project.	JOB	LS	\$ 19,000.00	\$ 19,000.00
G5	Project Coordination with Emergency Services and Property Owners: Contractor to communicate daily with emergency services as to status of construction and schedule and with the Property Owners.	JOB	LS	\$ 16,750.00	\$ 16,750.00
SUBTOTAL OF ITEMS G1-G5:					\$ 179,050.00
Site Demolition:					
D1	Removal of Asphalt: Asphalt is to be removed from site and disposed of at an appropriate location, per square yard.	SY	3820	\$ 6.20	\$ 23,684.00
D2	Full Depth Asphalt Sawcut: Asphalt is to be sawcut and removed from the site, per lineal foot.	LF	450	\$ 6.60	\$ 2,970.00
D3	Sawcut and Remove Existing Concrete: Concrete is to be sawcut and removed from site and disposed of at an appropriate location, complete removal of per square yard.	SY	70	\$ 39.00	\$ 2,730.00
D4	Removal of Gravel Driveway: Remove existing gravel driveway from the back of the existing sidewalk, including disposal off site of unusable material, per square foot.	SF	5205	\$ 1.50	\$ 7,807.50
D5	Abandon Existing Water Main: Remove existing valves and plug cut ends of existing water main with concrete per Glenwood Springs water department recommendations, lump sum.	JOB	LS	\$ 7,700.00	\$ 7,700.00
D6	Remove Existing Fire Hydrant: Remove Fire Hydrant, return to City of Glenwood Springs Water Department, per each.	EA	1	\$ 5,900.00	\$ 5,900.00
D7	Relocate Mailboxes: Relocate existing mailboxes as shown on plans, complete and in place per lump sum.	JOB	LS	\$ 4,650.00	\$ 4,650.00
D8	Remove Existing Trees: Contractor to remove and dispose of existing trees that are with the disturbance lines of construction, to install new utilities and road sections, per each.	EA	12	\$ 2,350.00	\$ 28,200.00
D9	Reset Street/Stop Signs: Remove, salvage and reset existing signs as noted, complete and in place per each.	EA	7	\$ 475.00	\$ 3,325.00
SUBTOTAL OF ITEMS D1-D9:					\$ 86,966.50
Street/Sidewalk/Site Improvements:					
S1	Excavation and Export: Excavation and export for all roads, curb and gutter, cross pans, sidewalks, curb return aprons, asphalt, and miscellaneous grading, including subgrade scarification and recompaction, complete and in place per cubic yard.	CY	4235	\$ 28.00	\$ 118,580.00
S2	Excavation of Unsuitable Material: Line item in place for anticipation of unsuitable material to be over-excavated and replaced with class 2, per cubic yard.	CY	200	\$ 125.00	\$ 25,000.00
S3	4" Thick Asphaltic Pavement: Furnish and install 4" asphaltic pavement, complete and in place per ton.	TONS	745	\$ 175.00	\$ 130,375.00
S4	3" Thick Asphaltic Driveway Pavement: Furnish and install 3" asphaltic pavement, complete and in place per ton.	TONS	40	\$ 301.00	\$ 12,040.00
S5	Mill and Overlay 2" Asphalt: All labor, equipment and materials to furnish and install, complete and in place per square yard.	SY	425	\$ 45.00	\$ 19,125.00
S6	4" Concrete Sidewalk: Furnish and install 4" thick, 4500 psi concrete, class D with fiber mesh, furnished, complete and in place, per square foot.	SF	2605	\$ 15.75	\$ 41,028.75
S7	6" Concrete Sidewalk: Furnish and install 6" thick, 4500 psi concrete, class D with fiber mesh, furnished, complete and in place, per square foot.	SF	930		
S8	6" Concrete Driveway Replacement: Furnish and install 6" thick, 4500 psi concrete, class D with fiber mesh, furnished, complete and in place, per square foot.	SF	385	\$ 21.75	\$ 8,373.75
S9	18" Ribbon Curb: Furnish and install 4500 psi concrete, class D curb with fiber mesh, furnished, complete and in place, per lineal foot.	LF	1155		
S10	Curb and Gutter (All curb besides Ribbon): Furnish and install 4500 psi concrete, class D curb and gutter with fiber mesh, furnished, complete and in place, per lineal foot.	LF	1915	\$ 42.10	\$ 80,621.50
S11	Class 6 ABC for Gravel Driveway Replacement: Class 6 aggregate base course, including furnishing, hauling, placing and compacting, complete and in place, per cubic yard.	CY	50	\$ 202.50	\$ 10,125.00
S12	Subgrade Prep: Strip all topsoil and organics, scarify and recompact subgrade 1-foot beyond back of curb, complete and in place, per square yard. Refer to details.	SY	4405	\$ 8.10	\$ 35,680.50
S13	Class 2 ABC: Class 2 aggregate base course, including furnishing, hauling, placing and compacting beneath roads, concrete sidewalk, concrete curb and gutter, complete and in place, per cubic yard.	CY	2585	\$ 74.00	\$ 191,290.00
S14	Class 6 ABC: Class 6 aggregate base course, including furnishing, hauling, placing and compacting beneath roads, concrete sidewalk, concrete curb and gutter, complete and in place, per cubic yard.	CY	1130	\$ 98.00	\$ 110,740.00
S15	Handicap Ramps: Furnish and install, complete and in place per each. Note, concrete is included in sidewalk quantity.	EA	4	\$ 1,625.00	\$ 6,500.00
S16	Replacement of Existing Landscaping/Irrigation: Revegetation of landscape and irrigation areas in kind, including, native reseeding, shrub revegetation, landscape retaining walls, fencing, complete and in place, allowance.	JOB	ALLOWANCE	\$ 15,000.00	\$ 15,000.00
S17	Water Based Parking Lot Striping: Complete and in place per lineal foot.	LF	297		
S18	Inlaid Thermoplastic Crosswalk: Complete and in place per each.	EA	1	\$ 2,425.00	\$ 2,425.00
SUBTOTAL OF ITEMS S1-S18:					\$ 806,904.50
Bridge Improvements:					
B1	Pedestrian Railing (Steel): Furnish and install, CDOT item 614-00200.	LF	84		\$ -
B2	Wingwall Extension: Furnish and install, CDOT item 601-99999.	EA	2		
B3	Bridge and Girder Deck Unit: Furnish and install, CDOT item 628-00001.	EA	4		
SUBTOTAL OF ITEMS B1-B3:					
Utility Improvements:					
U1	4" Utility Trench: Including equipment, labor, excavation, bedding, class 6 aggregate base course backfill, compaction complete and in place per lineal foot.	LF	1240	\$ 25.25	\$ 31,310.00
U2	3" Utility Trench: Including equipment, labor, excavation, bedding, class 6 aggregate base course backfill, compaction complete and in place per lineal foot.	LF	525	\$ 22.00	\$ 11,550.00
U3	3" SCH 40 Conduits: Furnish and install, complete and in place per lineal foot (trench, bedding and backfill in items U1 and U2).	LF	2145	\$ 13.50	\$ 28,957.50
U4	2" SCH 40 Conduits: Furnish and install, complete and in place per lineal foot (trench, bedding and backfill in items U1 and U2).	LF	1240	\$ 9.25	\$ 11,470.00
U5	Transformers: Coordinate with COGS Electrical department to excavate to install transformers including excavation and backfill, complete and in place per each. Transformers to be provided by COGS.	EA	8	\$ 790.00	\$ 6,320.00
U6	Pull Vaults: Coordinate with COGS Electrical department to excavate to install pull vaults including excavation and backfill, complete and in place per each. Pull vaults to be provided by COGS.	EA	3	\$ 395.00	\$ 1,185.00
U7	West 9th Street Utility Cabinet: Coordinate with COGS Electrical department to excavate to install 18"Dx26"Wx30"H utility cabinet including excavation and backfill, complete and in place per each. Cabinet to be provided by COGS.	EA	1	\$ 620.00	\$ 620.00
U8	Utility Pole: Coordinate with COGS Electrical department to install new utility pole, complete and in place per each. Pole provided by COGS.	EA	1	\$ 350.00	\$ 350.00

RED MOUNTAIN NORTH-PHASE 1 2023 BID SCHEDULE-ADDENDUM 4					
Date: April 25, 2023 ADDENDUM 4					
SE PROJECT # 13148					
Item No.	Description of Work	Unit	Estimated Quantity	Unit Price	Total Price
U9	Water Interconnection: Interconnection to existing water main including excavation, class 6 backfill, compaction, main, appurtenances and testing, complete and in place per each.	EA	2	\$ 7,750.00	\$ 15,500.00
U10	8" Water Main: 8" C900 Water main, including excavation, bedding, class 6 aggregate base course backfill, compaction, fittings, plugs, bends, thrust blocks, polywrap encasement, appurtenances, and disinfections and testing, trench to be closed at the end of each working day, complete and in place per lineal foot.	LF	840	\$ 180.00	\$ 151,200.00
U11	8" Water Valves: 8" gate valve, value box, thrust block and appurtenances, complete and in place, per each.	EA	6	\$ 2,705.00	\$ 16,230.00
U12	Replacement of 1" Water Services: Replacement of existing water service connections, 1" pure core water services with appurtenances from main to curb stop, including trenching, new 1" line, corporation stop and saddle, curb stop and box, disinfections and testing, bedding, class 6 backfill, connect to existing water service, and compaction, complete and in place, lineal foot.	LF	405	\$ 235.00	\$ 95,175.00
U13	Fire Hydrant Assembly: New fire hydrant assembly, including excavation, bedding, backfill, compaction, hydrant, 6" auxiliary valve, tee, 6" hydrant, 6" C900, polywrap, lateral pipe, tie rods, thrust blocks, gravel drain, and testing, complete and in place, per each.	EA	3	\$ 10,100.00	\$ 30,300.00
U14	Sewer Manhole Repair: Repair of existing manhole, see plans for repair notes per specified manhole, complete and in place per each.	EA	2		
U15	Replace Existing Sewer Manhole: Installation of sewer manhole including excavation, disposal or reuse of excavated material, haul, installation of the base, risers, cones, adjustment rings, manhole steps, connection of existing pipes, frames and covers, shaping of inverts, backfill, compaction, bypass pumping and all other items to complete the manhole installation in accordance with the construction drawings and technical specifications, complete and in place per each.	EA	3	\$ 9,100.00	\$ 27,300.00
U16	Install New Sewer Manhole: Installation of sewer manhole including excavation, disposal or reuse of excavated material, backfill, compaction, bypass pumping and all other items to complete the manhole installation in accordance with the construction drawings and technical specifications, complete and in place per each.	EA	1		
U17	Abandon Existing Sewer Manholes: Abandon existing sewer manholes per COGS public works manual, complete and in place per each.	EA	2		
U18	Sipline Existing Sewer Main: Contractor to sipline the existing sewer main, complete and in place per lineal foot.	LF	582		
U19	10" SDR 35 Sewer Main: Furnish and install 10" SDR 35 main, including excavation, bedding, class 6 aggregate base course backfill, compaction, fittings, and testing. Complete and in place per lineal foot.	LF	496	\$ 240.00	\$ 119,040.00
U20	4" SDR 35 Sewer Services: Furnish and install 4" SDR 35 sewer services, including excavation, bedding, class 6 aggregate base course backfill, compaction, fittings, and testing. Complete and in place per lineal foot.	LF	80		
U21	Adjust Sewer Manhole Rims: Adjust rims of existing sewer manholes to finished grade, complete and in place per each. Does not include rims for new manholes or manhole replacement.	EA	3	\$ 1,225.00	\$ 3,675.00
U22	Reconnect Existing Sewer Services to New Sewer Main: Complete and in place per each.	EA	5	\$ 1,600.00	\$ 8,000.00
U23	Bypass Pumping: All labor, materials and equipment to facilitate bypass pumping, complete and in place per day.	DAYS	30	\$ 700.00	\$ 21,000.00
SUBTOTAL OF ITEMS U1-U23:					\$ 579,182.50
Drainage Improvements:					
DR1	Concrete Curb Inlet Type 13: Storm drain inlets, including grate, precast inlet structure, excavation bedding, backfill, complete and in place, per each.	EA	1	\$ 5,700.00	\$ 5,700.00
DR2	4" Diameter Storm Manhole: Storm manhole, including grate, precast structure, excavation bedding, backfill, complete and in place, per each.	EA	1	\$ 6,200.00	\$ 6,200.00
DR3	12" HDPE or Approved Equal: Furnish and install culvert, including excavation, bedding, backfill, complete and in place per lineal foot.	LF	6	\$ 602.00	\$ 3,612.00
SUBTOTAL OF ITEMS DR1-DR3:					\$ 15,512.00
Construction Fee:					
C1	Construction Survey	JOB	LS	\$ 35,000.00	\$ 35,000.00
SUBTOTAL OF ITEMS C1:					\$ 35,000.00
				TOTAL BID	\$ 1,702,615.50

Johnson Construction Inc

Michael Johnson



City Council
STAFF REPORT
City of Glenwood Springs
May 18, 2023

Agenda Item: Tourism Management Board Appointment

Action Requested: Tourism Management Board Appointment

Department: City Administration

Presented By: Sara Weigel

Strategic Goals: Provide Efficient and Responsive City Government
Generate Sustainable Economic Development

Background Info: **Councilor Weimer and Councilor Zalinski Recommendation**

- Appoint Kevin Kennedy to the regular Lodging seat on the Tourism Management Board with a term expiring February 2026.

Current Vacancy

- One regular Lodging seat with a term expiring February 2026.

Applicant

- Kevin Kennedy, a representative from a lodging business located within the city, was interviewed by Councilor Weimer, Councilor Zalinski, and Lisa Langer on May 4, 2023. Kevin was deemed eligible for appointment to a regular Lodging seat with a term expiring February 2026.

Composition of the Tourism Management Board

- Two (2) representatives from tourism-related businesses located within the city;
- Two (2) representatives from lodging businesses located within the city;
- One (1) representative from restaurant or retail businesses located within city;
- One (1) representative from the Glenwood Springs Chamber Resort Association; and
- Three (3) citizens, who are residents of the city, that may have a financial interest in a tourism-related business.

Issues: None.

Fiscal Impact: None.

Legal Review: None.

Staff Recommendation: Staff defers to City Council.

020.020.020 Composition of boards and commissions.

The membership of boards and commissions shall be composed of the following persons:

- (1) *Local Liquor Licensing Authority.*
 - a. The Local Liquor Licensing Authority shall consist of a Hearing Officer appointed by the City Council by resolution and may be removed with or without cause by a majority vote of the City Council.
- (2) *Airport Board.*
 - a. Five (5) citizens, at least four (4) who are residents of the City and one (1) who may reside outside of the City but within the 81601 zip code area or own real property or a business within the City.
- (3) *Building Board of Appeals.* The Planning and Zoning Commission shall act as the Building Board of Appeals whenever such a board is required by this Code, other ordinances of the City or State or Federal law.
- (4) *Finance Advisory Board:*
 - a. Seven (7) members of which at least six (6) are City residents. One (1) member shall be employed in the finance industry; one (1) member shall be employed by the tourism industry; and one (1) member may be a non-resident, but shall own or be employed by a business within the City.
- (5) *Parks and Recreation Commission.*
 - a. Seven (7) citizens, at least six (6) who are residents of the City and one (1) who may reside outside of the City but within the 81601 zip code area or own real property or a business within the City.
 - b. Reserved.
 - c. Reserved.
 - d. One (1) youth (under the age of eighteen [18] at appointment) who shall serve a one-year term from June 1 to May 31 of the following year.
- (6) *Planning and Zoning Commission.*
 - a. Seven (7) citizens who are residents of the City.
- (7) *River Commission.*
 - a. Seven (7) citizens, with one (1) alternate, at least six (6) who are residents of the City and one (1) who may reside outside of the City but within the 81601 zip code area or own real property or a business within the City.
- (8) *Victim's and Witnesses Assistance and Law Enforcement Board.*
 - a. Five (5) citizens, at least four (4) who are residents of the City and one (1) who may reside outside of the City but within the 81601 zip code area or own real property or a business within the City.
 - b. Reserved.
 - c. The Chief of Police as an advisory member, but a nonvoting member of the Board.
- (9) *Transportation Commission.*

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- a. Seven (7) citizens, at least six (6) who are residents of the City and one (1) who may reside outside of the City but within the 81601 zip code area or own real property or a business within the City.
- (10) Reserved.
- (11) *Glenwood Springs Housing Commission.*
- a. Seven (7) citizens, at least six (6) who are residents of the City and one (1) who may reside outside of the City but within the 81601 zip code area or own real property or a business within the City.
- Membership should reflect a broad representation of organizations and other entities which are related to housing, including but not limited to the financial community, the building and development community, the real estate industry, and organizations which support low-income residents of the community.
- (12) *Historic Preservation Commission.*
- a. Seven (7) citizens, at least six (6) who are residents of the City and one (1) who may reside outside of the City but within the 81601 zip code area or own real property or a business within the City.
- (13) *Tourism Promotion Board.*
- a. Two (2) representatives from the tourism related businesses located within the City;
 - b. Two (2) representatives from the lodging businesses located within the City;
 - c. One (1) representative from the restaurant or retail businesses located within the City;
 - d. One (1) representative from the Glenwood Springs Chamber Resort Association; and
 - e. Three (3) citizens, at least two (2) who are residents of the City and that shall not have a direct or indirect financial interest in a business referenced in (a), (b) or (c) above and one (1) who is a resident that may have a financial interest in a business referenced in (a), (b) or (c) above.
- (14) *Arts and Culture Board.*
- a. Eight (8) members, at least five (5) of which are residents of the City, three (3) of which may reside outside of the City, and one (1) of which being a youth representative under the age of eighteen (18) or not having completed his or her final year of high school. Those representatives residing outside of the City must reside within the 81601 postal zip code area, own real property or a business within the City, or attend school within the City.
- (15) Council and Staff Participation on Boards and Commissions:
- a. The Mayor may appoint up to two (2) members of Council to act as a liaison between Council and a Board or Commission.
 - b. The City Manager may appoint a member of staff to assist a Board or Commission as necessary to fulfill their duties as provided for in 020.020.030.

(Code 1971 §§ 2-61, 4-75, 4-230, 15-2; 26-84 § 1; 19-89 § 1; 12-90 § 1; 54-90 § 1; 29-91 § 1; 10-93 § 1; 29-93 § 1; 7-94 § 1; 23-94 § 1; 10-95 § 1; 19-95 §§ 1, 2; 40-95 § 1; 28-97 § 1; 29-97 § 1; 1-01 § 1; 61-01 § 2; 14-03 § 1; 9-04 § 1; 20-05 § 2; 7-06 § 2; 13-06, § 2; 10-07 § 2; 6-08 § 2; 12-09 § 2; 12-10 § 2; 2-12 § 2; Ord. No. 2-2016, § 2(Exh. A), 2-4-2016; Ord. No. 16-2017, § 3, 8-17-2017; Ord. No. 2-2018, § 2, 1-18-2018; Ord. No. 6-2018, § 2, 3-1-2018; Ord. No. 21-2018, § 2, 9-20-2018; Ord. No. 2-2021, § 2(Exh. A), 4-15-2021)

020.020.030 Powers and duties of boards and commissions.

(a) *Local Liquor Licensing Authority.*

- (1) *Powers and duties of local liquor licensing authority.* The Local Liquor Licensing Authority shall have the powers granted to local licensing authorities pursuant to C.R.S. Title 12, Articles 46, 47, and 48, as amended.
- (2) *Temporary permits.* The City Clerk is hereby delegated the authority to issue temporary fermented malt beverage permits to license transferees, as authorized by C.R.S. § 12-46-106.5, as amended, and temporary permits for any class of liquor license as authorized by C.R.S. § 12-47-106.5, as amended. Each temporary permit shall authorize the transferee to continue selling fermented malt beverages and other licensed beverages in accordance with state law during the period in which an application to transfer is pending. The City Clerk may issue the temporary permit if: (a) the premises shall have been previously licensed by the State and the license is valid at the time the application for transfer is filed; (b) the application appears to be in order, an application for transfer of the appropriate license has been filed, all fees have been paid, the initial background check has been successfully completed, and the fingerprint cards have been completed; and (c) the application for the temporary permit is filed no later than thirty (30) days after the filing of the application for transfer and associated fees paid. No temporary permit issued by the City Clerk shall be for a period greater than one hundred twenty (120) days from the date of its issuance.
- (3) *Wine tastings.* The Local Liquor Licensing Authority is authorized to issue annual wine tasting permits pursuant to C.R.S. § 12-47-301 with the following conditions: (a) All requirements of C.R.S. § 12-47-301 have been met; and (b) Payment of an annual application fee of one hundred dollars (\$100.00); and (c) No more than one hundred four (104) wine tastings may be held during the term of any permit issued pursuant to this section; and (d) Permit holders shall notify the City Clerk and Police Department at least seven (7) days prior to any wine tasting.
- (4) *Rules, policies and procedures.* The Local Liquor Licensing Authority shall adopt rules, policies and procedures for the implementation of its duties and powers as those have been granted pursuant to C.R.S. Title 12, Articles 46, 47, and 48, as amended.
- (5) *Report to city council.* The Local Liquor Licensing Authority shall be required to report on all actions taken with respect to the issuance of or control over liquor licenses within the City to the City Council. Reports shall be made in a timely fashion to the City Council.
- (6) *Appeal to city council.* Any decision of the Local Liquor Licensing Authority may be appealed to the City Council within ten (10) calendar days, or at the next regularly scheduled meeting. City Council shall have the authority to sustain, modify or overturn the decision of the Local Liquor Licensing Authority. In any event, the City Council shall direct the Local Liquor Licensing Authority to take a particular action. The Local Liquor Licensing Authority shall conform to the written direction of the City Council within ten (10) calendar days from the date of the written directive.
- (7) *Appeal to district court.* Any person applying to the District Court for review of a decision of the Local Liquor Licensing Authority shall apply for review within thirty (30) days of the decision of the Local Liquor Licensing Authority. The thirty-day period shall be inclusive of the appeal process to City Council as outlined in Subparagraph (5) above.

- (b) *Powers and Duties of Airport Board.* The powers and duties of the Airport Board shall be to investigate, study and report to the City Council all matters concerning the airport facilities of the City and other matters concerning the subject of aviation which may be pertinent to the City as shall be requested of the Airport Board by the City Council; and such Board may investigate, study and report to the City Council on such other matters concerning the Municipal Airport as the Board may deem for the best interests of the City.

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- (c) *Powers and Duties of Building Board of Appeals.* The powers and duties of the Building Board of Appeals shall be to hear appeals in accordance with the International Building Code, International Residential Code, International Fire Code, and the other adopted codes from the International Code Council, as adopted or amended by Title 060 of this Code. Such power shall not include matters of interpretation arising under the Code.
- (d) *Powers and Duties of Finance Advisory Board.* The Finance Advisory Board shall advise and assist the City Manager and Finance Director in the preparation of the City budget, the establishment of accounting systems for the City, the planning of expenses, the projection of revenues and the analysis of the other fiscal matters presented to the Board by the City Council. The Finance Advisory Board shall also be responsible for making recommendations to City Council regarding grants from the City's various grant programs as Council may establish from time to time. No decision of the Finance Advisory Board shall be binding upon the City or anyone acting on its behalf.
- (e) *Powers and duties of Parks and Recreation Commission.* The powers and duties of the Parks and Recreation Commission shall be:
- (1) To investigate, study and report to the City Council all matters concerning City parks and recreation within the City and other matters concerning the subject of parks and recreation which may be pertinent to the City and requested of such Commission by the City Council.
 - (2) To investigate, study and report to the City Council on such other matters concerning parks and recreation within the City as the Commission may deem in the best interests of the City.
 - (3) To provide technical assistance, advice and planning support to the Parks and Recreation Director and City Council regarding tree planting and maintenance needs in the City.
 - (4) To provide recommendations from time to time regarding the administration and implementation of Article 090.050 of this Code.
 - (5) To investigate, study and report to City Council all matters concerning the burial and internment facilities of the City and other such matters as may be requested by City Council from time to time.
 - (6) To investigate, study and report to City Council on such other matters concerning burial and internment facilities and such other similar matters as the Commission may deem in the best interests of the City.
 - (7) To investigate, study and report to City Council any and all matters concerning the use and operation of the City's Community Center.
 - (8) To coordinate with other City boards and commissions on any aspect of the Community Center that may relate to the powers and duties of such other boards and commissions.
 - (9) To investigate, study and report to City Council on grants, donations and other forms of funding to assist in the operation of the Community Center, and to otherwise advise City Council on budgetary needs related to the operation of the Community Center.
- (f) *Powers and duties of Planning and Zoning Commission.* The powers and duties of the Planning and Zoning Commission shall be:
- (1) To develop and recommend a master plan subject to the approval of the City Council and its environ in accordance with the provisions of this Code and the laws of the State.
 - (2) To recommend to the City Council boundaries of zone districts and regulations to be enforced therein, in accordance with the provisions of this Code and the laws of the State.

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- (3) To review proposals relating to subdivision, development and use of land and make decisions or recommendations on such proposals, in accordance with the procedures and provisions set forth in this Code.
 - (4) To hear and decide appeals wherein there is a question of interpretation of the zone district map, the master plan or related documents and similar questions as they may arise in the administration of this Code.
 - (5) The Planning and Zoning Commission shall have the duty and power to act on appeals with regard to matters arising from enforcement of provisions of Title 070 of this Code, including:
 - a. *Review of administrative decisions.* To hear and decide appeals where it is alleged there is error in any action, including any order, interpretation, requirement, decision or determination made by an administrative official of the city in the enforcement of Title 070 of this Code.
 - b. *Variances.* To hear and decide requests for variances from the zoning provisions and sign regulation provisions where there are unique, unnecessary and unreasonable hardships in the way of carrying out the strict letter of said provisions; and to hear and decide requests for variances to allow deviations from restrictions upon the construction and placement of buildings and other structures on site. Examples of such variances include, but are not limited to, modifications of minimum area requirements, building coverage and setback restrictions. Variances from permitted and special review uses in zone district text shall not be considered.
 - (6) To perform such other functions as required by the provisions of Title 070.
 - (7) To service as the Building Board of Appeals.
 - (g) *Powers and duties of River Commission.* The powers and duties of the River Commission shall be:
 - (1) To investigate, study, and report to the City Council any and all matters concerning the use, enjoyment, conservation of the, rivers and streams in the City and its environs and the open space adjacent thereto, including water quality issues, the protection of valuable riparian ecosystems, and water rights matters.
 - (2) To advise the City Council on public access to and use of rivers and streams in the City and the adjacent environs and maintain and update a map related thereto as necessary.
 - (3) To advise the City Council on the use of municipally owned property adjacent to the rivers and City construction projects in the rivers or adjacent open space.
 - (4) To promote and celebrate riverfront cleanup efforts and public awareness of non-point source water pollution.
 - (5) To investigate, study and report to the City Council on grants, donations and other forms of funding to assist in the acquisition and improvement of the rivers and adjacent open space, and to otherwise advise the City Council on budgetary needs related to preservation of open space and river improvement.
 - (6) To appoint subcommittees as necessary to carry out the foregoing functions.
 - (7) To coordinate with the Parks and Recreation Commission, Roaring Fork Conservancy, Middle Colorado Watershed Council, and other organizations, stakeholders groups, and property owners as is necessary to carry out the foregoing functions.
 - (8) At the request of City Council hold an annual work session with the City Council to review the actions taken by the River Commission regarding the foregoing functions and discuss future plans.
 - (h) *Powers and duties of the Victim's and Witnesses Assistance and Law Enforcement Board.*

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- (1) The Board shall designate one (1) of its members as chairman, shall establish rules of procedure and order and shall hold meetings as it might deem necessary.
 - (2) A surcharge equal to twenty-five (25) percent of the fine imposed for violation of all municipal ordinances, including ordinance violations under the Model Traffic Code, is hereby levied on each Municipal Court action resulting in a conviction, plea of guilty or no contest or in a deferred judgment and sentence, which municipal ordinance violation is charged pursuant to City ordinances. All calculated surcharge amounts resulting in dollars and cents shall be rounded to the nearest whole dollar. In the event a portion of the fine is suspended, the surcharge levied shall be computed based upon the original fine, regardless of whether a portion of said fine has been suspended. Said surcharges shall be paid to the Clerk of the Court by the defendant, and said Clerk shall deposit the money so received in the fund hereinafter created.
 - (3) The Victim's and Witnesses Assistance and Law Enforcement Fund, hereinafter referred to as the "Fund," consist of all monies paid as a surcharge as provided in Subsection (2) above. All monies deposited in the Fund shall be deposited in an interest-bearing account, and all interest earned by monies in the Fund shall be credited to the Fund. The City Manager, by and through the Finance Director, shall be responsible for establishing a separate fund for purposes of accounting for the revenues and expenditures. At the conclusion of each fiscal year, all monies remaining in the Fund shall remain in the Fund for allocation as hereinafter set forth.
 - (4) The Board shall disburse monies from the Fund in the following manner:
 - a. First, to the payment of all reasonable and necessary expenses and costs incurred by the Board in the performance of its duties, including but not limited to professional fees, office supplies and meeting expenses.
 - b. Second, not less than fifty (50) percent of the monies remaining in the Fund after the deduction of reasonable expenses and costs shall be allocated for the purchase of victims (and witnesses) services and reimbursements, as hereinafter set forth. No funds shall be paid except in those specific instances where a police report has been filed by the Police Department for an alleged violation of a municipal ordinance, regardless of whether the perpetrator has been identified, arrested or prosecuted.
 - c. Third, any remaining monies may be allocated to the Police Department for the following purposes, including, but not limited to: equipment purchases, training programs for personnel and the employment of additional personnel. Such funds shall not be used by the Police Department for defraying the costs of routine and ongoing operating expenses. No disbursement within this category of expenditure shall be made without the approval of the City Council following a written recommendation by the Board.
 - (5) Disbursement of funds by the Board on behalf of the victim's and witnesses assistance services may be used for the following purposes:
 - a. Provision of services for early crisis intervention;
 - b. Assistance in prompt return of victims' property;
 - c. Assistance to victims and witnesses in arranging transportation to and from court;
 - d. Provision of translator services;
 - e. Protection from threats of harm and other forms of intimidation;
 - f. Reasonable medical and hospital expenses and expenses incurred for dentures, eyeglasses, hearing aids or other prosthetic or medically necessary devices; and

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- g. Losses resulting from property damage, including repair or replacement of property damaged as a result of crime or payment of the deductible amount on a residential insurance policy in an amount not to exceed five hundred dollars (\$500.00). Victims' recovery due to property damage shall not exceed five hundred dollars (\$500.00) for any crime, but in no case shall a loss be compensable if the aggregate property damages are less than twenty-five dollars (\$25.00).
 - (6) The Board is authorized to accept and evaluate all applications for disbursement of funds, whether emanating from victims, witnesses or law enforcement agencies. Applications for disbursement shall be made upon forms prescribed by the Board, and made available by the Municipal Court and the Police Department. The Board shall establish its own criteria for evaluating applications for disbursement, and nothing herein contained shall obligate the Board to make disbursement of any funds available to it. Upon a finding by the Board that a disbursement shall be made from the Fund, the Board shall submit a written request for payment to the Finance Department, which shall then remit payment in accordance with the request.
 - (7) The Board is required to submit minutes of its meetings to the City Council at the next regular Council meeting following the Board's meeting.
 - (i) *Powers and duties of Transportation Commission.* The powers and duties of the Transportation Commission shall be:
 - (1) To investigate, study and report to the City Council any and all matters concerning transportation issues which directly affect the City.
 - (2) To investigate, study and report to the City Council on other intergovernmental committees, boards or commissions working on transportation issues in the Tri-County (Pitkin, Garfield and Eagle) area.
 - (3) To meet with the City Council on an annual basis to identify which transportation issues require priority attention.
 - (4) To investigate, study and report to the City Council on grants, donations and other forms of funding to assist in meeting the transportation needs of the City.
 - (5) To perform functions concerning oversight of transportation issues or functions as delegated by the City Council.
 - (6) To appoint subcommittees as necessary to carry out the foregoing functions subject to the approval of the City Council.
 - (j) Reserved.
 - (k) *Powers and duties of Glenwood Springs Housing Commission.* The powers and duties of the Housing Commission shall be:
 - (1) To investigate, study and report to the City Council any and all matters concerning housing issues which directly affect the City, including the preparation of a Comprehensive Housing Affordability Strategy (CHAS).
 - (2) To assist City Council in defining the nature and scope of housing opportunities in the City.
 - (3) To meet with the City Council on an annual basis to identify which housing issues require priority attention.
 - (4) To investigate, study and report to the City Council on grants, donations and other forms of funding to assist in meeting the housing needs of the City.
 - (5) To perform functions concerning oversight of housing issues or functions as delegated by the City Council, including monitoring the implementation of activities as described in the CHAS.

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- (6) To appoint subcommittees as necessary to carry out the foregoing functions subject to the approval of the City Council.
- (l) *Powers and duties of Historic Preservation Commission.* The powers and duties of the Historic Preservation Commission shall be:
- (1) To recommend to City Council methods for the protection and preservation of the City's historic and cultural heritage, including, but not limited to, the designation of historic landmarks and districts by appropriate regulations.
 - (2) To recommend to City Council methods for enhancing property values and the stabilization of historic neighborhoods.
 - (3) To recommend to City Council methods for increasing economic and financial benefits, including, but not limited to, City attractions.
 - (4) To provide educational opportunities to increase public appreciation of the City's unique heritage.
 - (5) To do any other tasks related to the historic preservation of resources in the community of Glenwood Springs.
- (m) *Powers and duties of Tourism Promotion Board.* The powers and duties of the Tourism Promotion Board shall be:
- (1) To investigate, study and report to the City Council:
 - a. All matters concerning tourism marketing and promotion that pertain to the benefit of Glenwood Springs and the area within the 81601 postal zip code; and
 - b. Other matters concerning the subject of tourism marketing and promotion which may be pertinent to the benefit of the City and the area within the 81601 postal zip code.
 - (2) To coordinate with City staff, community organizations, community businesses, and other boards and commissions, when applicable to efficiently market and promote tourism to the benefit of Glenwood Springs and the area within the 81601 postal zip code.
 - (3) To, at its discretion, and in addition to initiatives that directly market and promote features and attractions within the City and the area within the 81601 postal zip code, market and promote the geographical proximity of Glenwood Springs to other features and attractions outside of the 81601 postal zip code in ways that could reasonably be expected to benefit the City.
 - (4) To establish rules of procedure and order for the Board to follow.
 - (5) To review tourism marketing plans; to set tourism marketing goals, to determine the methods to accomplish and measure success in accomplishing those goals; to determine the appropriate staff and marketing contractor(s)/vendor(s) resources needed; to recommend to the City Council an annual tourism marketing budget; to recommend, to the City Council, award of contract(s) for the best candidate for contract staff and marketing contractor(s)/vendor(s), deemed necessary, based upon an approved Request for Proposal, Request for Qualification or other process; and to provide oversight of performance of contract staff and marketing vendor(s)/contractor(s) contract terms to ensure the efficient and effective implementation of the marketing goals and to report problems with performance to City Council.
 - (6) To meet with the City Council on an annual basis, or as often as requested by the City Council, to identify marketing priorities of the City.
 - (7) To complete all other duties as may be directed by City Council.
- (n) *Powers and duties of Arts and Culture Board.* The powers and duties of the Arts and Culture Board shall be:

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- (1) To promote awareness, access, and appreciation of the fine, performing, and practical arts for City residents and visitors.
 - (2) To advise the City Council in connection with all matters relating to the artistic and cultural development of the City.
 - (3) To provide opportunities for cultural and art experience and education for children and adults.
 - (4) To promote increased interaction and collaboration among artists, art-related organizations, and opportunities for growth and exposure.
 - (5) To promote knowledge and appreciation for cultural forms of artistic expression.
 - (6) To make recommendations to the City Council with respect to fundraising and annual budget appropriations for the arts.
 - (7) To advise and consult with local arts groups as requested by such groups or by the City Council.

(Code 1971 §§ 2-64.1, 2-2, 2-65[a], [b], 2-65.1, 4-78, 4-232, 4-155, 15-2; 26-84 § 3; 19-89 § 3; 12-90 § 1; 54-90 § 3; 39-91 § 3; 10-93 § 2; 29-93 § 3; 7-94 § 3; 17-94 § 1; 23-94 § 3; 10-95 § 3; 11-95; 19-95 § 3; 46-95 § 1; 55-95 § 1; 28-97 § 3; 29-97 § 5; 32-97 § 1; 42-00 § 1; 61-01 § 3, 4, 5; 61-02 § 4; 9-04 § 1; 20-04, § 1; 33-05, § 2; 7-06 § 3; 13-06, § 2; 6-08 § 2; 12-10 § 2; 2-12 § 2; Ord. No. 16-2017, § 4, 8-17-2017; Ord. No. 2-2018, § 3, 1-18-2018; Ord. No. 6-2018, § 3, 3-1-2018; Ord. No. 21-2018, § 3, 9-20-2018; Ord. No. 2-2021, § 2(Exh. A), 4-15-2021)

020.020.040 Appointment, removal, term and vacancies of boards and commissions.

- (a) *Appointment and term of members.* Except as otherwise provided, all appointments to the boards and commissions shall be by the City Council for terms of three (3) years each, and each member shall serve until his/her successor is appointed and takes office; provided, however, that the initial terms of office may be shortened by the City Council so as to provide overlapping terms of office. Appointments shall expire the day before the first regular meeting of the City Council in each month according to the following schedule:

- (1) February:
 - Planning and Zoning Commission;
 - Finance Advisory Board;
 - Tourism Promotion Board;
 - Building Board of Appeals.
- (2) March:
 - Transportation Commission;
 - Arts and Culture Board;
 - Parks and Recreation Commission;
 - Airport Board;
 - River Commission.
- (3) April:
 - Local Liquor Licensing Authority;
 - Victim's Witnesses Assistance and Law Enforcement Board;
 - Historic Preservation Commission;

Glenwood Springs Housing Commission.

- (b) *Alternate members.* The City Council at its discretion may appoint up to three (3) persons as alternate members for each board or commission. If a regular member of a board or commission is to be absent from a meeting, the presiding officer for the meeting may select an alternate member to fill such absence and to attend and serve at the meeting. The alternate member may exercise all powers at the meeting which the absent regular member could exercise, and the alternate's powers and privileges shall terminate at the end of the meeting attended. The presiding officer may at his/her discretion select the same alternate to serve at successive meetings in the absence of any member.
- (c) *Limit to term of members.* No board member shall serve more than two (2) successive terms on the same board or commission.
- (d) *Removal of members.* All appointed members of a board or commission shall be subject to removal, at any time, by the City Council. In the event an appointed member of a board or commission ceases to qualify for membership, his or her appointment is immediately terminated.
- (e) *Vacancies.* The City Council shall fill all vacancies on boards and commissions by appointment for the unexpired term.

(Code 1971 §§ 2-63, 2-64, 2-67; 6-95 § 1; 10-07 § 2; Ord. No. 9-2018 , § 2, 4-20-2018; Ord. No. 29-2020 , § 2, 1-7-2021)

[View results](#)

Respondent

16

Anonymous

17:26

Time to complete

Tourism Management Board Application

Thank you for your interest and time commitment in serving your community. Please complete all questions on this application.

Composition of the Tourism Management Board

(as defined in Title 020 of the Glenwood Springs Municipal Code)

- a. Two (2) representatives from tourism-related businesses located within the city;
- b. Two (2) representatives from lodging businesses located within the city;
- c. One (1) representative from restaurant or retail businesses located within city;
- d. One (1) representative from the Glenwood Springs Chamber Resort Association; and
- e. Three (3) citizens, who are residents of the city, that may have a financial interest in a tourism-related business.

Personal Information

1. Membership Qualifications *

You must qualify as one of the options below to serve on the Tourism Promotion Board.
Please select the option that applies to you.

- ☐ Two (2) representatives from tourism-related businesses located within the City
- ☐ Two (2) representatives from lodging businesses located within the City
- ☐ One (1) representative from restaurant businesses located within the City
- ☒ One (1) representative from the Chamber Resort Association
- ☐ Three (3) citizens who are residents of the City, that may have a financial interest in a tourism-related business.

2. Please explain here how you are qualified: *

I have been a General Manager in Glenwood Springs for over 5 years (Hampton Inn in 2018, Courtyard 2019-present, Residence Inn 2022-present). Currently Dual General Manager. Been in Hotel business for over 20 years. Bachelors degree in Hotel, Restaurant, Tourism Management from University of South Carolina.

3. Name *

Kevin Kennedy

4. Home Address *

[REDACTED]

5. Mailing Address *

[REDACTED]

6. Home Phone *

7. Work Phone *

8. Mobile Phone *

9. Email Address *

10. Occupation *

Dual General Manager for Courtyard and Residence Inn Glenwood Springs

Personal and Professional Interests

11. Why are you interested in serving on the Tourism Management Board? *

I would like to be included in decisions that will help tourism in Glenwood Springs. Tourism is such a huge part of this community and it needs to thrive.

12. What do you view as your role if selected as a member to the Tourism Management Board? *

Give my input from my personal experiences to help make the best decisions for the future of Glenwood Springs tourism.

13. Do you have marketing, advertising, or public relations experience or skills? *

Not too much experience. I have taken multiple classes through my bachelors and masters degree programs.

14. Do you have tourism industry experience or skills? *

Yes. After attaining a degree in HRTM, I moved to Las Vegas and worked at the Rio All Suite Hotel and Casino. I then moved to New Orleans, working at a smaller boutique hotel. Then I moved to the Roaring Fork Valley, where I have worked in Snowmass Village and Aspen for about 10 years.

15. Can you describe an experience making a decision based on public opinion? *

No, I have not had to make a decision based on public opinion.

16. Can you separate yourself from your personal opinions and represent the City's goals, policies, plans and the Glenwood Springs Municipal Code in an equitable fashion? *

Yes

17. Do you have any existing time commitments that will hamper your ability to serve? *

No.

18. What experience do you have working with people on a board, commission, or committee? *

I was a property manager for a couple years (Fleisher Company) in this valley where I managed multiple HOA's.

19. Please select today's date. *

3/1/2023



20. Have you served on the Tourism Management Board before? *

☒ No

☐ Yes

Powers and Duties of the Tourism Management Board

(as defined in Title 020 of the Glenwood Springs Municipal Code);

(m) Tourism Management Board. The powers and duties of the Tourism Management Board shall be:

- (1) To investigate, study and report to the City Council:
 - a. All matters concerning tourism marketing and promotion that pertain to the benefit of Glenwood Springs and the area within the 81601 postal zip code, and
 - b. Other matters concerning the subject of tourism marketing and promotion which may be pertinent to the benefit of the City and the area within the 81601 postal zip code.
- (2) To coordinate with City Staff, Community Organizations, Community Businesses, and other Boards and commissions, when applicable to efficiently market and promote tourism to the benefit of Glenwood Springs and the area within the 81601 postal zip code.
- (3) To, at its discretion, and in addition to initiatives that directly market and promote features and attractions within the City and the area within the 81601 postal zip code, market and promote the geographical proximity of Glenwood Springs to other features and attractions outside of the 81601 postal zip code in ways that could reasonably be expected to benefit the City.
- (4) To establish rules of procedure and order for the Board to follow.
- (5) To review tourism marketing plans; to set tourism marketing goals, to determine the methods to accomplish and measure success in accomplishing those goals; to determine the appropriate staff and marketing contractor(s)/vendor(s) resources needed; to recommend to the City Council an annual tourism marketing budget; to recommend, to the City Council, award of contract(s) for the best candidate for contract staff and marketing contractor(s)/vendor(s) ,deemed necessary, based upon an approved Request for Proposal, Request for Qualification or other process; and to provide oversight of performance of contract staff and marketing vendor(s)/contractor(s) contract terms to ensure the efficient and effective implementation of the marketing goals and to report problems with performance to City Council.
- (6) To meet with the City Council on an annual basis, or as often as requested by the City Council, to identify marketing priorities of the City.
- (7) To complete all other duties as may be directed by City Council.

Appointment, Removal, Term and Vacancies of Boards and Commissions

(Per the Glenwood Springs, CO Municipal Code 020.020.040)

(a) Appointment and term of members. Except as otherwise provided, all appointments to the boards and commissions shall be by the City Council for terms of three (3) years each, and each member shall serve until his/her successor is appointed and takes office; provided, however, that the initial terms of office may be shortened by the City Council so as to provide overlapping terms of office. Appointments shall expire the day before the first regular meeting of the City Council in each month according to the following schedule:

(1) February:

Tourism Management Board

(b) Alternate members. The City Council at its discretion may appoint up to three (3) persons as alternate members for each board or commission. If a regular member of a board or commission is to be absent from a meeting, the presiding officer for the meeting may select an alternate member to fill such absence and to attend and serve at the meeting. The alternate member may exercise all powers at the meeting which the absent regular member could exercise, and the alternate's powers and privileges shall terminate at the end of the meeting attended. The presiding officer may at his/her discretion select the same alternate to serve at successive meetings in the absence of any member.

(c) Limit to term of members. No board member shall serve more than two (2) successive terms on the same board or commission.

(d) Removal of members. All appointed members of a board or commission shall be subject to removal, at any time, by the City Council. In the event an appointed member of a board or commission ceases to qualify for membership, his or her appointment is immediately terminated.

(e) Vacancies. The City Council shall fill all vacancies on boards and commissions by appointment for the unexpired term.

(Code 1971 §§ 2-63, 2-64, 2-67; 6-95 § 1; 10-07 § 2; Ord. No. 9-2018 , § 2, 4-20-2018)



City Council
STAFF REPORT
City of Glenwood Springs
May 18, 2023

Agenda Item: Letter of Support for the Affordability and Fairness for Mountain Communities Act of 2023

Action Requested:

Department: City Administration

Presented By:

Strategic Goals: Provide Efficient and Responsive City Government
Protect and Preserve our Quality of Life

Background Info: This bill more accurately calculates AMI for rural resort communities.

Issues: NA

Fiscal Impact: NA

Legal Review:

Staff Recommendation: Defer to Council

[DISCUSSION DRAFT]

118TH CONGRESS
1ST SESSION

H. R. _____

To establish a waiver program to allow for ZIP-code localization area median income calculations, and for other purposes.

IN THE HOUSE OF REPRESENTATIVES

Mr. NEGUSE introduced the following bill; which was referred to the
Committee on _____

A BILL

To establish a waiver program to allow for ZIP-code localization area median income calculations, and for other purposes.

1 *Be it enacted by the Senate and House of Representa-*
2 *tives of the United States of America in Congress assembled,*

3 **SECTION 1. SHORT TITLE.**

4 This Act may be cited as the “Affordability and Fair-
5 ness for Mountain Communities Act of 2023”.

1 **SEC. 2. WAIVER PROGRAM FOR ZIP-CODE LOCALIZATION**
2 **OF AREA MEDIAN INCOME CALCULATIONS.**

3 (a) IN GENERAL.—Not later than 90 days after the
4 date of enactment of this Act, the Secretary of Housing
5 and Urban Development, shall establish a waiver program
6 to be known as the Area Median Income Localization
7 Waiver (in this Act referred to as the “waiver program”).

8 (b) THE WAIVER PROGRAM.— The waiver program
9 established by the Secretary pursuant to subsection (a)
10 shall allow for the calculation of area median income on
11 a ZIP Code level basis for eligible entities for the purposes
12 of the following programs administered by the Secretary
13 of Housing and Urban Development or the Secretary of
14 Agriculture:

15 (1) The public housing program under the
16 United States Housing Act of 1937 (42 U.S.C. 1437
17 et seq.).

18 (2) The program for rental assistance under
19 section 8 of the United States Housing Act of 1937
20 (42 U.S.C. 1437f).

21 (3) The HOME Investment Partnerships pro-
22 gram under title II of the Cranton-Gonzalez Na-
23 tional Affordable Housing Act (42 U.S.C. 12721 et
24 seq.).

1 (4) The programs under Title IV of the McKin-
2 ney-Vento Homeless Assistance Act (42 U.S.C.
3 11360 et seq.).

4 (5) The Housing Trust Fund program under
5 section 1338 of the Housing and Community Devel-
6 opment Act of 1992 (12 U.S.C 4568).

7 (6) The program for supportive housing for the
8 elderly under section 202 of the Housing Act of
9 1959 (12 U.S.C. 1701q).

10 (7) The program for supportive housing for
11 persons with disabilities under section 811 of the
12 Cranston-Gonzalez National Affordable Housing Act
13 (42 U.S.C. 8013).

14 (8) The AIDS Housing Opportunities program
15 under subtitle D of title VIII of the Cranston-Gon-
16 zalez National Affordable Housing Act (42 U.S.C.
17 12901 et seq.).

18 (9) The program for Native American housing
19 under the Native American Housing Assistance and
20 Self-Determination Act of 1996 (25 U.S.C. 4101 et
21 seq.).

22 (10) The program for housing assistance for
23 Native Hawaiians under title VIII of the Native
24 American Housing Assistance and Self-Determina-
25 tion Act of 1996 (25 U.S.C. 4221 et seq.).

1 (11) The programs for assistance for rural
2 rental housing under title V of the Housing Act of
3 1949 (42 U.S.C. 1471 et seq.).

4 (c) APPLICATION.—A county government, or a cor-
5 responding functional unit of government, may apply to
6 participate in the waiver program by submitting an appli-
7 cation to the Secretary at such time and in such manner
8 as the Secretary may reasonably require.

9 (d) SELECTION.—The Secretary shall grant a waiver
10 to each county government, or corresponding functional
11 unit of government, that submits an application pursuant
12 to subsection (c).

13 (e) USE OF WAIVER.—A county government, or cor-
14 responding functional unit of government, that receives a
15 waiver under subsection (d) may, with respect to a pro-
16 gram listed in subsection (b)—

17 (1) use a calculation of area median income on
18 a ZIP Code level basis, as permitted by the waiver;
19 or

20 (2) use the original means for calculation pro-
21 vided by law for the program.

1 **SEC. 3. ASSESSMENT REGARDING OPTIMIZING USE OF**
2 **AREA MEDIAN INCOME TO SUPPORT AFFORD-**
3 **ABLE HOUSING IN MOUNTAIN COMMUNITIES.**

4 (a) IN GENERAL.—The Secretary shall conduct a
5 study designed to—

6 (1) identify—

7 (A) alternative methods for calculating
8 area median income; and

9 (B) alternative metrics that would make
10 housing more affordable for low-income families
11 residing in mountain communities; and

12 (2) evaluate how factoring roommates into area
13 median income calculations for seasonal workers
14 would impact housing assistance.

15 (b) REPORT.—

16 (1) IN GENERAL.—The Secretary of Housing
17 and Urban Development shall, not later than 2 years
18 after the date of the enactment of this Act, submit
19 to the Committee on Financial Services of the House
20 of Representatives and the Committee on Banking,
21 Housing, and Urban Affairs of the Senate, and
22 make publicly available, a report that describes the
23 findings of the study conducted pursuant to sub-
24 section (a).

25 (2) REPORT CONTENTS.—The report submitted
26 pursuant to subparagraph (1) shall include—

1 (A) a summary of all significant findings;

2 (B) recommendations found in any prior
3 reports about the use of area median income;

4 (C) an assessment of the extent and im-
5 pacts of the affordable housing crisis in moun-
6 tain communities nationwide, particularly with-
7 in jurisdictions for which the Secretary has ap-
8 plied a high housing cost adjustment, including
9 a comparison of rent burdens for very low-in-
10 come households and seasonal workers in juris-
11 dictions with and without high housing cost ad-
12 justments;

13 (D) an assessment of the effects that high
14 housing cost adjustments have had on income
15 limits and rent prices in mountain communities
16 for which the Secretary has applied such an ad-
17 justment, including any effects on maximum
18 rents allowed under sections 42 and 142 of the
19 Internal Revenue Code of 1986 for tax-sub-
20 sidized units;

21 (E) recommendations for reforming or
22 eliminating the use of area median income for
23 the purposes of making housing more afford-
24 able for low-income and seasonal workers
25 mountain communities; and

1 (F) recommendations for using existing
2 authorities of the Secretary to make housing
3 more affordable for low-income and seasonal
4 workers in mountain communities, particularly
5 in areas for which the Secretary has applied a
6 high housing cost adjustment.

7 **SEC. 4. DEFINITIONS.**

8 In this Act:

9 (1) AREA MEDIAN INCOME.—The term “area
10 median income” means median income for an area,
11 as such term is used in section 3(b) of the United
12 States Housing Act of 1937 (42 U.S.C. 1437a(b)),
13 median family income, and any other substantively
14 similar metric that the Secretary uses to refer to the
15 median income level for a given area or jurisdiction
16 for purposes of any program administered by the
17 Secretary.

18 (2) HIGH HOUSING COST ADJUSTMENT.—The
19 term “high housing cost adjustment” an adjustment
20 for high housing costs, high construction costs, or
21 high costs of living, or any substantively similar ad-
22 justment that the Secretary may use to increase in-
23 come limits for areas where the cost of housing is
24 abnormally high compared to the median income for
25 such area.

1 (3) SECRETARY.—The term “Secretary” means
2 the Secretary of Housing and Urban Development.

3 (4) MOUNTAIN COMMUNITIES.—The term
4 “Mountain Communities” means any rural area, as
5 defined in section 1490 of title 42, United States
6 Code, located in the Mountain Division within the
7 Census Bureau’s Western Region.



A PROCLAMATION FOR HISTORIC PRESERVATION MONTH MAY 2023

WHEREAS, the National Trust for Historic Preservation established May as Historic Preservation Month in 1973 as a way to promote historic places for the purpose of instilling community pride, and showing the social and economic benefits of historic preservation; and

WHEREAS, Historic Preservation Month can instill awareness of the local historically significant buildings and landmarks to the residents of Glenwood Springs; and

WHEREAS, it is important to celebrate the role of history in our lives and the contributions made by dedicated individuals in helping to preserve the tangible aspects of the heritage that has shaped our community; and

WHEREAS, the Glenwood Springs community continues to demonstrate its commitment through historic surveys, the nomination of cultural resources as local landmarks, the protection of its resources both built and natural, and the recognition, rehabilitation, and restoration of historic properties;

NOW, THEREFORE, I, Ingrid Wussow, Mayor of the City of Glenwood Springs, do hereby proclaim May 2023 as National Preservation month and call upon the City of Glenwood Springs to join their fellow citizens across the country in recognizing and participating in this special observance.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Glenwood Springs, Colorado to be affixed, this 18th day of May, in the year 2023.

Ingrid Wussow, Mayor
City of Glenwood Springs



City Council
STAFF REPORT
City of Glenwood Springs
May 18, 2023

Agenda Item: Planning and Zoning Commission Appointments

Action Requested: Planning and Zoning Commission Appointments

Department: Economic and Community Development

Presented By: Hannah Klausman

Strategic Goals: Provide Efficient and Responsive City Government

Background Info: **Applicants**

- John Houghton, a city resident, applied for the Planning and Zoning Commission on April 19, 2023. His interview was scheduled for the May 18, 2023 work session.
- April Davey has served on the Planning and Zoning Commission since April 2022 as an alternate member. She has expressed interest in a regular seat.
- Gregory Cowan has served on the Planning and Zoning Commission since April 2023 as an alternate member. He has expressed interest in a regular seat.
- Matthew Simms has served on the Planning and Zoning Commission since April 2023 as an alternate member. He has expressed interest in a regular seat.

Vacancies

There are two open regular seats to fill and four (4) applicants.

- One regular seat with a term expiring February 2026.
- One regular seat with a term expiring February 2024.
- If a current alternate member is chosen to fill a regular seat, their alternate seat would then become vacant to fill immediately.

Composition of the Planning and Zoning Commission

- Seven (7) citizens who are residents of the City.

Issues: None.

Fiscal Impact: None.

Legal Review: None.

Staff Recommendation: Staff defers to City Council.

020.020.020 Composition of boards and commissions.

The membership of boards and commissions shall be composed of the following persons:

- (1) *Local Liquor Licensing Authority.*
 - a. The Local Liquor Licensing Authority shall consist of a Hearing Officer appointed by the City Council by resolution and may be removed with or without cause by a majority vote of the City Council.
- (2) *Airport Board.*
 - a. Five (5) citizens, at least four (4) who are residents of the City and one (1) who may reside outside of the City but within the 81601 zip code area or own real property or a business within the City.
- (3) *Building Board of Appeals.* The Planning and Zoning Commission shall act as the Building Board of Appeals whenever such a board is required by this Code, other ordinances of the City or State or Federal law.
- (4) *Finance Advisory Board:*
 - a. Seven (7) members of which at least six (6) are City residents. One (1) member shall be employed in the finance industry; one (1) member shall be employed by the tourism industry; and one (1) member may be a non-resident, but shall own or be employed by a business within the City.
- (5) *Parks and Recreation Commission.*
 - a. Seven (7) citizens, at least six (6) who are residents of the City and one (1) who may reside outside of the City but within the 81601 zip code area or own real property or a business within the City.
 - b. Reserved.
 - c. Reserved.
 - d. One (1) youth (under the age of eighteen [18] at appointment) who shall serve a one-year term from June 1 to May 31 of the following year.
- (6) *Planning and Zoning Commission.*
 - a. Seven (7) citizens who are residents of the City.
- (7) *River Commission.*
 - a. Seven (7) citizens, with one (1) alternate, at least six (6) who are residents of the City and one (1) who may reside outside of the City but within the 81601 zip code area or own real property or a business within the City.
- (8) *Victim's and Witnesses Assistance and Law Enforcement Board.*
 - a. Five (5) citizens, at least four (4) who are residents of the City and one (1) who may reside outside of the City but within the 81601 zip code area or own real property or a business within the City.
 - b. Reserved.
 - c. The Chief of Police as an advisory member, but a nonvoting member of the Board.
- (9) *Transportation Commission.*

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- a. Seven (7) citizens, at least six (6) who are residents of the City and one (1) who may reside outside of the City but within the 81601 zip code area or own real property or a business within the City.
- (10) Reserved.
- (11) *Glenwood Springs Housing Commission.*
- a. Seven (7) citizens, at least six (6) who are residents of the City and one (1) who may reside outside of the City but within the 81601 zip code area or own real property or a business within the City.
- Membership should reflect a broad representation of organizations and other entities which are related to housing, including but not limited to the financial community, the building and development community, the real estate industry, and organizations which support low-income residents of the community.
- (12) *Historic Preservation Commission.*
- a. Seven (7) citizens, at least six (6) who are residents of the City and one (1) who may reside outside of the City but within the 81601 zip code area or own real property or a business within the City.
- (13) *Tourism Promotion Board.*
- a. Two (2) representatives from the tourism related businesses located within the City;
 - b. Two (2) representatives from the lodging businesses located within the City;
 - c. One (1) representative from the restaurant or retail businesses located within the City;
 - d. One (1) representative from the Glenwood Springs Chamber Resort Association; and
 - e. Three (3) citizens, at least two (2) who are residents of the City and that shall not have a direct or indirect financial interest in a business referenced in (a), (b) or (c) above and one (1) who is a resident that may have a financial interest in a business referenced in (a), (b) or (c) above.
- (14) *Arts and Culture Board.*
- a. Eight (8) members, at least five (5) of which are residents of the City, three (3) of which may reside outside of the City, and one (1) of which being a youth representative under the age of eighteen (18) or not having completed his or her final year of high school. Those representatives residing outside of the City must reside within the 81601 postal zip code area, own real property or a business within the City, or attend school within the City.
- (15) Council and Staff Participation on Boards and Commissions:
- a. The Mayor may appoint up to two (2) members of Council to act as a liaison between Council and a Board or Commission.
 - b. The City Manager may appoint a member of staff to assist a Board or Commission as necessary to fulfill their duties as provided for in 020.020.030.

(Code 1971 §§ 2-61, 4-75, 4-230, 15-2; 26-84 § 1; 19-89 § 1; 12-90 § 1; 54-90 § 1; 29-91 § 1; 10-93 § 1; 29-93 § 1; 7-94 § 1; 23-94 § 1; 10-95 § 1; 19-95 §§ 1, 2; 40-95 § 1; 28-97 § 1; 29-97 § 1; 1-01 § 1; 61-01 § 2; 14-03 § 1; 9-04 § 1; 20-05 § 2; 7-06 § 2; 13-06, § 2; 10-07 § 2; 6-08 § 2; 12-09 § 2; 12-10 § 2; 2-12 § 2; Ord. No. 2-2016, § 2(Exh. A), 2-4-2016; Ord. No. 16-2017, § 3, 8-17-2017; Ord. No. 2-2018, § 2, 1-18-2018; Ord. No. 6-2018, § 2, 3-1-2018; Ord. No. 21-2018, § 2, 9-20-2018; Ord. No. 2-2021, § 2(Exh. A), 4-15-2021)

020.020.030 Powers and duties of boards and commissions.

(a) *Local Liquor Licensing Authority.*

- (1) *Powers and duties of local liquor licensing authority.* The Local Liquor Licensing Authority shall have the powers granted to local licensing authorities pursuant to C.R.S. Title 12, Articles 46, 47, and 48, as amended.
- (2) *Temporary permits.* The City Clerk is hereby delegated the authority to issue temporary fermented malt beverage permits to license transferees, as authorized by C.R.S. § 12-46-106.5, as amended, and temporary permits for any class of liquor license as authorized by C.R.S. § 12-47-106.5, as amended. Each temporary permit shall authorize the transferee to continue selling fermented malt beverages and other licensed beverages in accordance with state law during the period in which an application to transfer is pending. The City Clerk may issue the temporary permit if: (a) the premises shall have been previously licensed by the State and the license is valid at the time the application for transfer is filed; (b) the application appears to be in order, an application for transfer of the appropriate license has been filed, all fees have been paid, the initial background check has been successfully completed, and the fingerprint cards have been completed; and (c) the application for the temporary permit is filed no later than thirty (30) days after the filing of the application for transfer and associated fees paid. No temporary permit issued by the City Clerk shall be for a period greater than one hundred twenty (120) days from the date of its issuance.
- (3) *Wine tastings.* The Local Liquor Licensing Authority is authorized to issue annual wine tasting permits pursuant to C.R.S. § 12-47-301 with the following conditions: (a) All requirements of C.R.S. § 12-47-301 have been met; and (b) Payment of an annual application fee of one hundred dollars (\$100.00); and (c) No more than one hundred four (104) wine tastings may be held during the term of any permit issued pursuant to this section; and (d) Permit holders shall notify the City Clerk and Police Department at least seven (7) days prior to any wine tasting.
- (4) *Rules, policies and procedures.* The Local Liquor Licensing Authority shall adopt rules, policies and procedures for the implementation of its duties and powers as those have been granted pursuant to C.R.S. Title 12, Articles 46, 47, and 48, as amended.
- (5) *Report to city council.* The Local Liquor Licensing Authority shall be required to report on all actions taken with respect to the issuance of or control over liquor licenses within the City to the City Council. Reports shall be made in a timely fashion to the City Council.
- (6) *Appeal to city council.* Any decision of the Local Liquor Licensing Authority may be appealed to the City Council within ten (10) calendar days, or at the next regularly scheduled meeting. City Council shall have the authority to sustain, modify or overturn the decision of the Local Liquor Licensing Authority. In any event, the City Council shall direct the Local Liquor Licensing Authority to take a particular action. The Local Liquor Licensing Authority shall conform to the written direction of the City Council within ten (10) calendar days from the date of the written directive.
- (7) *Appeal to district court.* Any person applying to the District Court for review of a decision of the Local Liquor Licensing Authority shall apply for review within thirty (30) days of the decision of the Local Liquor Licensing Authority. The thirty-day period shall be inclusive of the appeal process to City Council as outlined in Subparagraph (5) above.

- (b) *Powers and Duties of Airport Board.* The powers and duties of the Airport Board shall be to investigate, study and report to the City Council all matters concerning the airport facilities of the City and other matters concerning the subject of aviation which may be pertinent to the City as shall be requested of the Airport Board by the City Council; and such Board may investigate, study and report to the City Council on such other matters concerning the Municipal Airport as the Board may deem for the best interests of the City.

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- (c) *Powers and Duties of Building Board of Appeals.* The powers and duties of the Building Board of Appeals shall be to hear appeals in accordance with the International Building Code, International Residential Code, International Fire Code, and the other adopted codes from the International Code Council, as adopted or amended by Title 060 of this Code. Such power shall not include matters of interpretation arising under the Code.
- (d) *Powers and Duties of Finance Advisory Board.* The Finance Advisory Board shall advise and assist the City Manager and Finance Director in the preparation of the City budget, the establishment of accounting systems for the City, the planning of expenses, the projection of revenues and the analysis of the other fiscal matters presented to the Board by the City Council. The Finance Advisory Board shall also be responsible for making recommendations to City Council regarding grants from the City's various grant programs as Council may establish from time to time. No decision of the Finance Advisory Board shall be binding upon the City or anyone acting on its behalf.
- (e) *Powers and duties of Parks and Recreation Commission.* The powers and duties of the Parks and Recreation Commission shall be:
- (1) To investigate, study and report to the City Council all matters concerning City parks and recreation within the City and other matters concerning the subject of parks and recreation which may be pertinent to the City and requested of such Commission by the City Council.
 - (2) To investigate, study and report to the City Council on such other matters concerning parks and recreation within the City as the Commission may deem in the best interests of the City.
 - (3) To provide technical assistance, advice and planning support to the Parks and Recreation Director and City Council regarding tree planting and maintenance needs in the City.
 - (4) To provide recommendations from time to time regarding the administration and implementation of Article 090.050 of this Code.
 - (5) To investigate, study and report to City Council all matters concerning the burial and internment facilities of the City and other such matters as may be requested by City Council from time to time.
 - (6) To investigate, study and report to City Council on such other matters concerning burial and internment facilities and such other similar matters as the Commission may deem in the best interests of the City.
 - (7) To investigate, study and report to City Council any and all matters concerning the use and operation of the City's Community Center.
 - (8) To coordinate with other City boards and commissions on any aspect of the Community Center that may relate to the powers and duties of such other boards and commissions.
 - (9) To investigate, study and report to City Council on grants, donations and other forms of funding to assist in the operation of the Community Center, and to otherwise advise City Council on budgetary needs related to the operation of the Community Center.
- (f) *Powers and duties of Planning and Zoning Commission.* The powers and duties of the Planning and Zoning Commission shall be:
- (1) To develop and recommend a master plan subject to the approval of the City Council and its environ in accordance with the provisions of this Code and the laws of the State.
 - (2) To recommend to the City Council boundaries of zone districts and regulations to be enforced therein, in accordance with the provisions of this Code and the laws of the State.

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- (3) To review proposals relating to subdivision, development and use of land and make decisions or recommendations on such proposals, in accordance with the procedures and provisions set forth in this Code.
 - (4) To hear and decide appeals wherein there is a question of interpretation of the zone district map, the master plan or related documents and similar questions as they may arise in the administration of this Code.
 - (5) The Planning and Zoning Commission shall have the duty and power to act on appeals with regard to matters arising from enforcement of provisions of Title 070 of this Code, including:
 - a. *Review of administrative decisions.* To hear and decide appeals where it is alleged there is error in any action, including any order, interpretation, requirement, decision or determination made by an administrative official of the city in the enforcement of Title 070 of this Code.
 - b. *Variances.* To hear and decide requests for variances from the zoning provisions and sign regulation provisions where there are unique, unnecessary and unreasonable hardships in the way of carrying out the strict letter of said provisions; and to hear and decide requests for variances to allow deviations from restrictions upon the construction and placement of buildings and other structures on site. Examples of such variances include, but are not limited to, modifications of minimum area requirements, building coverage and setback restrictions. Variances from permitted and special review uses in zone district text shall not be considered.
 - (6) To perform such other functions as required by the provisions of Title 070.
 - (7) To service as the Building Board of Appeals.
 - (g) *Powers and duties of River Commission.* The powers and duties of the River Commission shall be:
 - (1) To investigate, study, and report to the City Council any and all matters concerning the use, enjoyment, conservation of the, rivers and streams in the City and its environs and the open space adjacent thereto, including water quality issues, the protection of valuable riparian ecosystems, and water rights matters.
 - (2) To advise the City Council on public access to and use of rivers and streams in the City and the adjacent environs and maintain and update a map related thereto as necessary.
 - (3) To advise the City Council on the use of municipally owned property adjacent to the rivers and City construction projects in the rivers or adjacent open space.
 - (4) To promote and celebrate riverfront cleanup efforts and public awareness of non-point source water pollution.
 - (5) To investigate, study and report to the City Council on grants, donations and other forms of funding to assist in the acquisition and improvement of the rivers and adjacent open space, and to otherwise advise the City Council on budgetary needs related to preservation of open space and river improvement.
 - (6) To appoint subcommittees as necessary to carry out the foregoing functions.
 - (7) To coordinate with the Parks and Recreation Commission, Roaring Fork Conservancy, Middle Colorado Watershed Council, and other organizations, stakeholders groups, and property owners as is necessary to carry out the foregoing functions.
 - (8) At the request of City Council hold an annual work session with the City Council to review the actions taken by the River Commission regarding the foregoing functions and discuss future plans.
 - (h) *Powers and duties of the Victim's and Witnesses Assistance and Law Enforcement Board.*

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- (1) The Board shall designate one (1) of its members as chairman, shall establish rules of procedure and order and shall hold meetings as it might deem necessary.
 - (2) A surcharge equal to twenty-five (25) percent of the fine imposed for violation of all municipal ordinances, including ordinance violations under the Model Traffic Code, is hereby levied on each Municipal Court action resulting in a conviction, plea of guilty or no contest or in a deferred judgment and sentence, which municipal ordinance violation is charged pursuant to City ordinances. All calculated surcharge amounts resulting in dollars and cents shall be rounded to the nearest whole dollar. In the event a portion of the fine is suspended, the surcharge levied shall be computed based upon the original fine, regardless of whether a portion of said fine has been suspended. Said surcharges shall be paid to the Clerk of the Court by the defendant, and said Clerk shall deposit the money so received in the fund hereinafter created.
 - (3) The Victim's and Witnesses Assistance and Law Enforcement Fund, hereinafter referred to as the "Fund," consist of all monies paid as a surcharge as provided in Subsection (2) above. All monies deposited in the Fund shall be deposited in an interest-bearing account, and all interest earned by monies in the Fund shall be credited to the Fund. The City Manager, by and through the Finance Director, shall be responsible for establishing a separate fund for purposes of accounting for the revenues and expenditures. At the conclusion of each fiscal year, all monies remaining in the Fund shall remain in the Fund for allocation as hereinafter set forth.
 - (4) The Board shall disburse monies from the Fund in the following manner:
 - a. First, to the payment of all reasonable and necessary expenses and costs incurred by the Board in the performance of its duties, including but not limited to professional fees, office supplies and meeting expenses.
 - b. Second, not less than fifty (50) percent of the monies remaining in the Fund after the deduction of reasonable expenses and costs shall be allocated for the purchase of victims (and witnesses) services and reimbursements, as hereinafter set forth. No funds shall be paid except in those specific instances where a police report has been filed by the Police Department for an alleged violation of a municipal ordinance, regardless of whether the perpetrator has been identified, arrested or prosecuted.
 - c. Third, any remaining monies may be allocated to the Police Department for the following purposes, including, but not limited to: equipment purchases, training programs for personnel and the employment of additional personnel. Such funds shall not be used by the Police Department for defraying the costs of routine and ongoing operating expenses. No disbursement within this category of expenditure shall be made without the approval of the City Council following a written recommendation by the Board.
 - (5) Disbursement of funds by the Board on behalf of the victim's and witnesses assistance services may be used for the following purposes:
 - a. Provision of services for early crisis intervention;
 - b. Assistance in prompt return of victims' property;
 - c. Assistance to victims and witnesses in arranging transportation to and from court;
 - d. Provision of translator services;
 - e. Protection from threats of harm and other forms of intimidation;
 - f. Reasonable medical and hospital expenses and expenses incurred for dentures, eyeglasses, hearing aids or other prosthetic or medically necessary devices; and

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- g. Losses resulting from property damage, including repair or replacement of property damaged as a result of crime or payment of the deductible amount on a residential insurance policy in an amount not to exceed five hundred dollars (\$500.00). Victims' recovery due to property damage shall not exceed five hundred dollars (\$500.00) for any crime, but in no case shall a loss be compensable if the aggregate property damages are less than twenty-five dollars (\$25.00).
 - (6) The Board is authorized to accept and evaluate all applications for disbursement of funds, whether emanating from victims, witnesses or law enforcement agencies. Applications for disbursement shall be made upon forms prescribed by the Board, and made available by the Municipal Court and the Police Department. The Board shall establish its own criteria for evaluating applications for disbursement, and nothing herein contained shall obligate the Board to make disbursement of any funds available to it. Upon a finding by the Board that a disbursement shall be made from the Fund, the Board shall submit a written request for payment to the Finance Department, which shall then remit payment in accordance with the request.
 - (7) The Board is required to submit minutes of its meetings to the City Council at the next regular Council meeting following the Board's meeting.
 - (i) *Powers and duties of Transportation Commission.* The powers and duties of the Transportation Commission shall be:
 - (1) To investigate, study and report to the City Council any and all matters concerning transportation issues which directly affect the City.
 - (2) To investigate, study and report to the City Council on other intergovernmental committees, boards or commissions working on transportation issues in the Tri-County (Pitkin, Garfield and Eagle) area.
 - (3) To meet with the City Council on an annual basis to identify which transportation issues require priority attention.
 - (4) To investigate, study and report to the City Council on grants, donations and other forms of funding to assist in meeting the transportation needs of the City.
 - (5) To perform functions concerning oversight of transportation issues or functions as delegated by the City Council.
 - (6) To appoint subcommittees as necessary to carry out the foregoing functions subject to the approval of the City Council.
 - (j) Reserved.
 - (k) *Powers and duties of Glenwood Springs Housing Commission.* The powers and duties of the Housing Commission shall be:
 - (1) To investigate, study and report to the City Council any and all matters concerning housing issues which directly affect the City, including the preparation of a Comprehensive Housing Affordability Strategy (CHAS).
 - (2) To assist City Council in defining the nature and scope of housing opportunities in the City.
 - (3) To meet with the City Council on an annual basis to identify which housing issues require priority attention.
 - (4) To investigate, study and report to the City Council on grants, donations and other forms of funding to assist in meeting the housing needs of the City.
 - (5) To perform functions concerning oversight of housing issues or functions as delegated by the City Council, including monitoring the implementation of activities as described in the CHAS.

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- (6) To appoint subcommittees as necessary to carry out the foregoing functions subject to the approval of the City Council.
- (l) *Powers and duties of Historic Preservation Commission.* The powers and duties of the Historic Preservation Commission shall be:
- (1) To recommend to City Council methods for the protection and preservation of the City's historic and cultural heritage, including, but not limited to, the designation of historic landmarks and districts by appropriate regulations.
 - (2) To recommend to City Council methods for enhancing property values and the stabilization of historic neighborhoods.
 - (3) To recommend to City Council methods for increasing economic and financial benefits, including, but not limited to, City attractions.
 - (4) To provide educational opportunities to increase public appreciation of the City's unique heritage.
 - (5) To do any other tasks related to the historic preservation of resources in the community of Glenwood Springs.
- (m) *Powers and duties of Tourism Promotion Board.* The powers and duties of the Tourism Promotion Board shall be:
- (1) To investigate, study and report to the City Council:
 - a. All matters concerning tourism marketing and promotion that pertain to the benefit of Glenwood Springs and the area within the 81601 postal zip code; and
 - b. Other matters concerning the subject of tourism marketing and promotion which may be pertinent to the benefit of the City and the area within the 81601 postal zip code.
 - (2) To coordinate with City staff, community organizations, community businesses, and other boards and commissions, when applicable to efficiently market and promote tourism to the benefit of Glenwood Springs and the area within the 81601 postal zip code.
 - (3) To, at its discretion, and in addition to initiatives that directly market and promote features and attractions within the City and the area within the 81601 postal zip code, market and promote the geographical proximity of Glenwood Springs to other features and attractions outside of the 81601 postal zip code in ways that could reasonably be expected to benefit the City.
 - (4) To establish rules of procedure and order for the Board to follow.
 - (5) To review tourism marketing plans; to set tourism marketing goals, to determine the methods to accomplish and measure success in accomplishing those goals; to determine the appropriate staff and marketing contractor(s)/vendor(s) resources needed; to recommend to the City Council an annual tourism marketing budget; to recommend, to the City Council, award of contract(s) for the best candidate for contract staff and marketing contractor(s)/vendor(s), deemed necessary, based upon an approved Request for Proposal, Request for Qualification or other process; and to provide oversight of performance of contract staff and marketing vendor(s)/contractor(s) contract terms to ensure the efficient and effective implementation of the marketing goals and to report problems with performance to City Council.
 - (6) To meet with the City Council on an annual basis, or as often as requested by the City Council, to identify marketing priorities of the City.
 - (7) To complete all other duties as may be directed by City Council.
- (n) *Powers and duties of Arts and Culture Board.* The powers and duties of the Arts and Culture Board shall be:
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- (1) To promote awareness, access, and appreciation of the fine, performing, and practical arts for City residents and visitors.
 - (2) To advise the City Council in connection with all matters relating to the artistic and cultural development of the City.
 - (3) To provide opportunities for cultural and art experience and education for children and adults.
 - (4) To promote increased interaction and collaboration among artists, art-related organizations, and opportunities for growth and exposure.
 - (5) To promote knowledge and appreciation for cultural forms of artistic expression.
 - (6) To make recommendations to the City Council with respect to fundraising and annual budget appropriations for the arts.
 - (7) To advise and consult with local arts groups as requested by such groups or by the City Council.

(Code 1971 §§ 2-64.1, 2-2, 2-65[a], [b], 2-65.1, 4-78, 4-232, 4-155, 15-2; 26-84 § 3; 19-89 § 3; 12-90 § 1; 54-90 § 3; 39-91 § 3; 10-93 § 2; 29-93 § 3; 7-94 § 3; 17-94 § 1; 23-94 § 3; 10-95 § 3; 11-95; 19-95 § 3; 46-95 § 1; 55-95 § 1; 28-97 § 3; 29-97 § 5; 32-97 § 1; 42-00 § 1; 61-01 § 3, 4, 5; 61-02 § 4; 9-04 § 1; 20-04, § 1; 33-05, § 2; 7-06 § 3; 13-06, § 2; 6-08 § 2; 12-10 § 2; 2-12 § 2; Ord. No. 16-2017, § 4, 8-17-2017; Ord. No. 2-2018, § 3, 1-18-2018; Ord. No. 6-2018, § 3, 3-1-2018; Ord. No. 21-2018, § 3, 9-20-2018; Ord. No. 2-2021, § 2(Exh. A), 4-15-2021)

020.020.040 Appointment, removal, term and vacancies of boards and commissions.

- (a) *Appointment and term of members.* Except as otherwise provided, all appointments to the boards and commissions shall be by the City Council for terms of three (3) years each, and each member shall serve until his/her successor is appointed and takes office; provided, however, that the initial terms of office may be shortened by the City Council so as to provide overlapping terms of office. Appointments shall expire the day before the first regular meeting of the City Council in each month according to the following schedule:

- (1) February:
 - Planning and Zoning Commission;
 - Finance Advisory Board;
 - Tourism Promotion Board;
 - Building Board of Appeals.
- (2) March:
 - Transportation Commission;
 - Arts and Culture Board;
 - Parks and Recreation Commission;
 - Airport Board;
 - River Commission.
- (3) April:
 - Local Liquor Licensing Authority;
 - Victim's Witnesses Assistance and Law Enforcement Board;
 - Historic Preservation Commission;

Glenwood Springs Housing Commission.

- (b) *Alternate members.* The City Council at its discretion may appoint up to three (3) persons as alternate members for each board or commission. If a regular member of a board or commission is to be absent from a meeting, the presiding officer for the meeting may select an alternate member to fill such absence and to attend and serve at the meeting. The alternate member may exercise all powers at the meeting which the absent regular member could exercise, and the alternate's powers and privileges shall terminate at the end of the meeting attended. The presiding officer may at his/her discretion select the same alternate to serve at successive meetings in the absence of any member.
- (c) *Limit to term of members.* No board member shall serve more than two (2) successive terms on the same board or commission.
- (d) *Removal of members.* All appointed members of a board or commission shall be subject to removal, at any time, by the City Council. In the event an appointed member of a board or commission ceases to qualify for membership, his or her appointment is immediately terminated.
- (e) *Vacancies.* The City Council shall fill all vacancies on boards and commissions by appointment for the unexpired term.

(Code 1971 §§ 2-63, 2-64, 2-67; 6-95 § 1; 10-07 § 2; Ord. No. 9-2018 , § 2, 4-20-2018; Ord. No. 29-2020 , § 2, 1-7-2021)

[View results](#)

Respondent

19

Anonymous

03:09

Time to complete

Planning and Zoning Commission Application

Thank you for your interest and time commitment in serving your community. Please complete all questions on this application.

Please note that appointments can be for either a regular seat or an alternate seat.

Composition of the Planning and Zoning Commission:

(as defined in Title 020 of the Glenwood Springs Municipal Code)

a. Seven (7) citizens who are residents of the City.

Personal Information

1. Membership Qualifications *

Are you a resident of Glenwood Springs within city limits? You must be a resident within city limits to qualify.

☒ Yes

☐ No

2. Name *

John Houghton

3. Home Address *

[REDACTED]

4. Mailing Address *

[REDACTED]

5. Home Phone *

[REDACTED]

6. Work Phone *

[REDACTED]

7. Mobile Phone *

[Redacted]

8. Email Address *

[Redacted]

9. Occupation *

Permit Coordinator, Pitkin County Community Development

Personal and Professional Interests

10. Why are you interested in serving on the Planning and Zoning Commission?

*

I love living in Glenwood and I have strong feelings about the path that I think the city should be pursuing when it comes to land use, development, and redevelopment.

11. What do you view as your role if selected as a member to the Planning and Zoning Commission? *

I view the role of the planning and zoning commission as one of stewardship for the built environment and the city's inhabitants. It is the responsibility of the planning and zoning commission to take staff input, ask thoughtful questions, and provide informed recommendations or decisions on both short and long term issues. At times it may also be necessary to interpret the land use code.

12. What experience have you had in the land use approval process? *

I interact with land use approvals daily in my role as a permit coordinator. Cases I've worked on have had BOCC resolutions, administrative decisions, letters of exemption, board of adjustment variances, and planning and zoning resolutions. I routinely take the first pass at ensuring proposed development complies with the conditions of land use approval.

13. Do you have any particular areas of interest or a particular perspective relating to land use development in Glenwood Springs? *

I'm interested in the development of "missing middle" housing, infill housing, transit-oriented development (zoning that encourages dense, mixed use around public transit), and exploring how responsible development fits into the city's strategic vision and climate goals.

14. Can you describe an experience making a decision that made people unhappy? *

In one of my previous jobs as a high school rowing coach I frequently had to make tough decisions that disappointed both athletes and parents. It's difficult to tell someone who has worked hard and done all that's been asked of them that it's not enough. When having these discussions I always focused on how the decisions helped the team.

15. Can you separate yourself from personal opinions and represent the City's goals, policies, plans, and the Glenwood Springs Municipal Code in an equitable fashion? *

Yes I can, I am familiar with enacting policies and code in an equitable manner through my work at Pitkin County.

16. The Planning and Zoning Commission members generally attend two meetings a month and can have extensive packet materials to review in preparation for meetings. Do you have any existing time commitments that will hamper your ability to serve? *

I do not have any existing time commitments that would prevent me from serving.

17. Are you aware of and understand the quasi-judicial function of the Planning and Zoning Commission? *

I am aware that the Planning and Zoning Commission will at times need to make decisions on contentious issues such as what is a qualifying hardship for a variance or deciding if there is an error in an administrative decision. I am also aware that Glenwood Springs municipal code designates the planning and zoning commission as the building board of appeals and in instances where an applicant disagrees with a determination by the building official the planning and zoning commission will need to hear the appeal.

18. What experience do you have working with people on a board, commission, or committee? *

I have no experience on a public facing board, commission, or committee. I am obviously familiar with collaboration and working as a team.

19. Please enter today's date. *

4/19/2023



20. Have you served on the Planning and Zoning Commission before? *

☒ No

☐ Yes

Powers and Duties of the Planning and Zoning Commission

(as defined in Title 020 of the Glenwood Springs Municipal Code)

f. Powers and Duties

The powers and duties of the Planning and Zoning Commission shall be:

(1) To develop and recommend a master plan subject to the approval of the City Council and its environ in accordance with the provisions of this Code and the laws of the State.

(2) To recommend to the City Council boundaries of zone districts and regulations to be enforced therein, in accordance with the provisions of this Code and the laws of the State.

(3) To review proposals relating to subdivision, development and use of land and make decisions or recommendations on such proposals, in accordance with the procedures and provisions set forth in this Code.

(4) To hear and decide appeals wherein there is a question of interpretation of the zone district map, the master plan or related documents and similar questions as they may arise in the administration of this Code.

(5) The Planning and Zoning Commission shall have the duty and power to act on appeals with regard to matters arising from enforcement of provisions of Title 070 of this Code, including:

- a. Review of administrative decisions. To hear and decide appeals where it is alleged there is error in any action, including any order, interpretation, requirement, decision or determination made by an administrative official of the city in the enforcement of Title 070 of this Code.
- b. Variances. To hear and decide requests for variances from the zoning provisions and sign regulation provisions where there are unique, unnecessary and unreasonable hardships in the way of carrying out the strict letter of said provisions; and to hear and decide requests for variances to allow deviations from restrictions upon the construction and placement of buildings and other structures on site. Examples of such variances include, but are not limited to, modifications of minimum area requirements, building coverage and setback restrictions. Variances from permitted and special review uses in zone district text shall not be considered.

(6) To perform such other functions as required by the provisions of Title 070.

(7) To service as the Building Board of Appeals.

Appointment, Removal, Term and Vacancies of Boards and Commissions

(a) Appointment and term of members. Except as otherwise provided, all appointments to the boards and commissions shall be by the City Council for terms of three (3) years each, and each member shall serve until his/her successor is appointed and takes office; provided, however, that the initial terms of office may be shortened by the City Council so as to provide overlapping terms of office. Appointments shall expire the day before the first regular meeting of the City Council in each month according to the following schedule:

February:

Planning and Zoning Commission;

(b) Alternate members. The City Council at its discretion may appoint up to three (3) persons as alternate members for each board or commission. If a regular member of a board or commission is to be absent from a meeting, the presiding officer for the meeting may select an alternate member to fill such absence and to attend and serve at the meeting. The alternate member may exercise all powers at the meeting which the absent regular member could exercise, and the alternate's powers and privileges shall terminate at the end of the meeting attended. The presiding officer may at his/her discretion select the same alternate to serve at successive meetings in the absence of any member.

(c) Limit to term of members. No board member shall serve more than two (2) successive terms on the same board or commission.

(d) Removal of members. All appointed members of a board or commission shall be subject to removal, at any time, by the City Council. In the event an appointed member of a board or commission ceases to qualify for membership, his or her appointment is immediately terminated.

(e) Vacancies. The City Council shall fill all vacancies on boards and commissions by appointment for the unexpired term.

(Code 1971 §§ 2-63, 2-64, 2-67; 6-95 § 1; 10-07 § 2; Ord. No. 9-2018 , § 2, 4-20-2018)

Planning and Zoning Commission Application

Thank you for your interest and time commitment in serving your community. Please complete all questions on this application.

Please note that appointments can be for either a regular seat or an alternate seat.

Composition of the Planning and Zoning Commission:

(as defined in Title 020 of the Glenwood Springs Municipal Code)

a. Seven (7) citizens who are residents of the City.

Personal Information

1. Membership Qualifications *

Are you a resident of Glenwood Springs within city limits? You must be a resident within city limits to qualify.

☒ Yes

☐ No

2. Name *

April Davey

3. Home Address *

4. Mailing Address *

5. Home Phone *

6. Work Phone *

7. Mobile Phone *

8. Email Address *

9. Occupation *

Personal and Professional Interests

10. Why are you interested in serving on the Planning and Zoning Commission? *

I am interested in serving on the Planning and Zoning Commission because I am interested in sustainable community planning as a whole. I am a student in the Sustainability Studies program at CMC, slated to graduate in May of 2022.

11. What do you view as your role if selected as a member to the Planning and Zoning Commission? *

Mostly I view my role as that of an observer and outside perspective. I do not have any formal experience in planning and zoning, but am interested in learning more about how Glenwood Springs navigates those challenges.

12. What experience have you had in the land use approval process? *

I do not have experience in the land use approval process.

13. Do you have any particular areas of interest or a particular perspective relating to land use development in Glenwood Springs? *

My interest lies in just seeing how planning and zoning works as a whole, and I live in Glenwood Springs and am passionate about our local community. I am currently working on a capstone research project for my degree in which I am analysing non-traditional concepts and voices as they related to community planning (such as climate action, immigrant community inclusion, and Indigenous community inclusion), so I have interest in that as well.

14. Can you describe an experience making a decision that made people unhappy? *

As someone who has worked in settings where I've had to manage certain projects and different stakeholders, this is an issue I come across all the time! One of the most important things I've learned in scenarios like these is to assume that everyone involved has similarly good intentions for the outcome of a specific project. This way, we can maintain a certain level of respect and communicate clearly with one another, knowing that at the end of the day we all want the same thing.

15. Can you separate yourself from personal opinions and represent the City's goals, policies, plans, and the Glenwood Springs Municipal Code in an equitable fashion? *

Absolutely. And I think this aspect of being involved in local city planning and zoning is part of the reason this feels like such a great learning opportunity.

16. The Planning and Zoning Commission members generally attend two meetings a month and can have extensive packet materials to review in preparation for meetings. Do you have any existing time commitments that will hamper your ability to serve? *

I believe that I will be able to serve the planning and zoning committee well with this time commitment. As a student in their final semester of college, there are a couple of weeks in the months of April and May that are quite busy with presentations, graduations, etc. Aside from that, I should be good to go.

17. Are you aware of and understand the quasi-judicial function of the Planning and Zoning Commission? *

Yes, I am aware of and understand the quasi-judicial function of the Planning and Zoning commission.

18. What experience do you have working with people on a board, commission, or committee? *

I am an executive administrative assistant for the Dean and Vice President of a college campus, so I am well aware of the inner-workings of various boards and committees. I have steered several committees myself, and have excellent foundational experience taking notes, contacting stakeholders, and setting up various meetings.

19. Please enter today's date. *

3/1/2022



20. Have you served on the Planning and Zoning Commission before? *

☒ No

☐ Yes

Powers and Duties of the Planning and Zoning Commission

(as defined in Title 020 of the Glenwood Springs Municipal Code)

f. Powers and Duties

The powers and duties of the Planning and Zoning Commission shall be:

- (1) To develop and recommend a master plan subject to the approval of the City Council and its environ in accordance with the provisions of this Code and the laws of the State.
- (2) To recommend to the City Council boundaries of zone districts and regulations to be enforced therein, in accordance with the provisions of this Code and the laws of the State.
- (3) To review proposals relating to subdivision, development and use of land and make decisions or recommendations on such proposals, in accordance with the procedures and provisions set forth in this Code.
- (4) To hear and decide appeals wherein there is a question of interpretation of the zone district map, the master plan or related documents and similar questions as they may arise in the administration of this Code.
- (5) The Planning and Zoning Commission shall have the duty and power to act on appeals with regard to matters arising from enforcement of provisions of Title 070 of this Code, including:
 - a. Review of administrative decisions. To hear and decide appeals where it is alleged there is error in any action, including any order, interpretation, requirement, decision or determination made by an administrative official of the city in the enforcement of Title 070 of this Code.
 - b. Variances. To hear and decide requests for variances from the zoning provisions and sign regulation provisions where there are unique, unnecessary and unreasonable hardships in the way of carrying out the strict letter of said provisions; and to hear and decide requests for variances to allow deviations from restrictions upon the construction and placement of buildings and other structures on site. Examples of such variances include, but are not limited to, modifications of minimum area requirements, building coverage and setback restrictions. Variances from permitted and special review uses in zone district text shall not be considered.
- (6) To perform such other functions as required by the provisions of Title 070.
- (7) To service as the Building Board of Appeals.

Appointment, Removal, Term and Vacancies of Boards and Commissions

(a) Appointment and term of members. Except as otherwise provided, all appointments to the boards and commissions shall be by the City Council for terms of three (3) years each, and each member shall serve until his/her successor is appointed and takes office; provided, however, that the initial terms of office may be shortened by the City Council so as to provide overlapping terms of office. Appointments shall expire the day before the first regular meeting of the City Council in each month according to the following schedule:

February:

Planning and Zoning Commission;

(b) Alternate members. The City Council at its discretion may appoint up to three (3) persons as alternate members for each board or commission. If a regular member of a board or commission is to be absent from a meeting, the presiding officer for the meeting may select an alternate member to fill such absence and to attend and serve at the meeting. The alternate member may exercise all powers at the meeting which the absent regular member could exercise, and the alternate's powers and privileges shall terminate at the end of the meeting attended. The presiding officer may at his/her discretion select the same alternate to serve at successive meetings in the absence of any member.

(c) Limit to term of members. No board member shall serve more than two (2) successive terms on the same board or commission.

(d) Removal of members. All appointed members of a board or commission shall be subject to removal, at any time, by the City Council. In the event an appointed member of a board or commission ceases to qualify for membership, his or her appointment is immediately terminated.

(e) Vacancies. The City Council shall fill all vacancies on boards and commissions by appointment for the unexpired term.

(Code 1971 §§ 2-63, 2-64, 2-67; 6-95 § 1; 10-07 § 2; Ord. No. 9-2018 , § 2, 4-20-2018)



[View results](#)

Respondent

18

Anonymous

55:15

Time to complete

Planning and Zoning Commission Application

Thank you for your interest and time commitment in serving your community. Please complete all questions on this application.

Please note that appointments can be for either a regular seat or an alternate seat.

Composition of the Planning and Zoning Commission:

(as defined in Title 020 of the Glenwood Springs Municipal Code)

a. Seven (7) citizens who are residents of the City.

Personal Information

1. Membership Qualifications *

Are you a resident of Glenwood Springs within city limits? You must be a resident within city limits to qualify.

☒ Yes

☐ No

2. Name *

Gregory Cowan

3. Home Address *

[REDACTED]

4. Mailing Address *

[REDACTED]

5. Home Phone *

[REDACTED]

6. Work Phone *

[REDACTED]

7. Mobile Phone *

[REDACTED]

8. Email Address *

9. Occupation *

Owner/Operator of Defiance Rafting Company and Defiance River Outfitters

Personal and Professional Interests

10. Why are you interested in serving on the Planning and Zoning Commission?
*

As a resident, I care about maintaining the authentic, historical, and unique characteristics of my community. And as a business owner focused on visitors to our community, I understand the challenges that exist in maintaining those attributes while simultaneously sharing in their appeal.

11. What do you view as your role if selected as a member to the Planning and Zoning Commission? *

I am applying for the open alternate position. I will approach the role as though I am an active member by diving in and doing the requisite homework to become well-versed on—not only the Commission's guiding documents—but the specific issues presented before P&Z.

12. What experience have you had in the land use approval process? *

I worked alongside COGS Community Development on the land use change and approval process when Defiance acquired a distressed property in West Glenwood.

In my previous role as a public lands attorney, I engaged in myriad land use discussions between local government, state government, and the federal government.

13. Do you have any particular areas of interest or a particular perspective relating to land use development in Glenwood Springs? *

I'm interested in creating ways to maximize economic vitality and single-family livability in an inventory-restricted environment.

14. Can you describe an experience making a decision that made people unhappy? *

As a business owner, I am often in the position of having to communicate unfortunate news alongside the good. It's not fun. But I've found it's important to be honest while providing supporting rationale with the people you are leaving unhappy; doing so simultaneously acknowledges their presence and concerns in a non-patronizing manner.

15. Can you separate yourself from personal opinions and represent the City's goals, policies, plans, and the Glenwood Springs Municipal Code in an equitable fashion? *

I can. In my formal role as a legal advisor for local governments, I took my responsibility for understanding the issues, legal parameters, and the personalities engaging in the issues seriously. It ultimately led my counsel to be solutions-oriented and grounded in the facts.

16. The Planning and Zoning Commission members generally attend two meetings a month and can have extensive packet materials to review in preparation for meetings. Do you have any existing time commitments that will hamper your ability to serve? *

Yes, it is a responsibility I can fold into existing obligations.

17. Are you aware of and understand the quasi-judicial function of the Planning and Zoning Commission? *

Generally, yes. With the caveat that I have much to learn from this particular commission and the dynamics between city staff and the city council.

18. What experience do you have working with people on a board, commission, or committee? *

I provided legal counsel to the counties of Wyoming on public lands issues. I presented before individual county boards, state legislative committees, and state agencies. I also facilitated meetings between county commissioners and federal officials.

19. Please enter today's date. *

2/17/2023



20. Have you served on the Planning and Zoning Commission before? *

☒ No

☐ Yes

Powers and Duties of the Planning and Zoning Commission

(as defined in Title 020 of the Glenwood Springs Municipal Code)

f. Powers and Duties

The powers and duties of the Planning and Zoning Commission shall be:

(1) To develop and recommend a master plan subject to the approval of the City Council and its environ in accordance with the provisions of this Code and the laws of the State.

(2) To recommend to the City Council boundaries of zone districts and regulations to be enforced therein, in accordance with the provisions of this Code and the laws of the State.

(3) To review proposals relating to subdivision, development and use of land and make decisions or recommendations on such proposals, in accordance with the procedures and provisions set forth in this Code.

(4) To hear and decide appeals wherein there is a question of interpretation of the zone district map, the master plan or related documents and similar questions as they may arise in the administration of this Code.

(5) The Planning and Zoning Commission shall have the duty and power to act on appeals with regard to matters arising from enforcement of provisions of Title 070 of this Code, including:

- a. Review of administrative decisions. To hear and decide appeals where it is alleged there is error in any action, including any order, interpretation, requirement, decision or determination made by an administrative official of the city in the enforcement of Title 070 of this Code.
- b. Variances. To hear and decide requests for variances from the zoning provisions and sign regulation provisions where there are unique, unnecessary and unreasonable hardships in the way of carrying out the strict letter of said provisions; and to hear and decide requests for variances to allow deviations from restrictions upon the construction and placement of buildings and other structures on site. Examples of such variances include, but are not limited to, modifications of minimum area requirements, building coverage and setback restrictions. Variances from permitted and special review uses in zone district text shall not be considered.

(6) To perform such other functions as required by the provisions of Title 070.

(7) To service as the Building Board of Appeals.

Appointment, Removal, Term and Vacancies of Boards and Commissions

(a) Appointment and term of members. Except as otherwise provided, all appointments to the boards and commissions shall be by the City Council for terms of three (3) years each, and each member shall serve until his/her successor is appointed and takes office; provided, however, that the initial terms of office may be shortened by the City Council so as to provide overlapping terms of office. Appointments shall expire the day before the first regular meeting of the City Council in each month according to the following schedule:

February:

Planning and Zoning Commission;

(b) Alternate members. The City Council at its discretion may appoint up to three (3) persons as alternate members for each board or commission. If a regular member of a board or commission is to be absent from a meeting, the presiding officer for the meeting may select an alternate member to fill such absence and to attend and serve at the meeting. The alternate member may exercise all powers at the meeting which the absent regular member could exercise, and the alternate's powers and privileges shall terminate at the end of the meeting attended. The presiding officer may at his/her discretion select the same alternate to serve at successive meetings in the absence of any member.

(c) Limit to term of members. No board member shall serve more than two (2) successive terms on the same board or commission.

(d) Removal of members. All appointed members of a board or commission shall be subject to removal, at any time, by the City Council. In the event an appointed member of a board or commission ceases to qualify for membership, his or her appointment is immediately terminated.

(e) Vacancies. The City Council shall fill all vacancies on boards and commissions by appointment for the unexpired term.

(Code 1971 §§ 2-63, 2-64, 2-67; 6-95 § 1; 10-07 § 2; Ord. No. 9-2018 , § 2, 4-20-2018)

[View results](#)

Respondent

17

Anonymous

11:07

Time to complete

Planning and Zoning Commission Application

Thank you for your interest and time commitment in serving your community. Please complete all questions on this application.

Please note that appointments can be for either a regular seat or an alternate seat.

Composition of the Planning and Zoning Commission:

(as defined in Title 020 of the Glenwood Springs Municipal Code)

a. Seven (7) citizens who are residents of the City.

Personal Information

1. Membership Qualifications *

Are you a resident of Glenwood Springs within city limits? You must be a resident within city limits to qualify.

☒ Yes

☐ No

2. Name *

Matthew Simms

3. Home Address *

[REDACTED]

4. Mailing Address *

[REDACTED]

5. Home Phone *

[REDACTED]

6. Work Phone *

[REDACTED]

7. Mobile Phone *

[Redacted]

8. Email Address *

[Redacted]

9. Occupation *

Self Employed
Equities Trader

Personal and Professional Interests

10. Why are you interested in serving on the Planning and Zoning Commission? *

I've enjoyed volunteering in other places and now that I've found my permanent place I want to get involved again and give something to my community.

11. What do you view as your role if selected as a member to the Planning and Zoning Commission? *

To be involved with the smart growth and development of our city!

12. What experience have you had in the land use approval process? *

limited but have been and continue to be a real estate investor.

13. Do you have any particular areas of interest or a particular perspective relating to land use development in Glenwood Springs? *

My partner is a teacher and as such I've learned to understand the need for intelligent growth and affordable housing in a vibrant community.

14. Can you describe an experience making a decision that made people unhappy? *

I've experienced many challenges in a career of management. One of the hardest decision was to shut down an operation that affected the lives of many people. It underlined the impact of poor planning and decision's of others.

15. Can you separate yourself from personal opinions and represent the City's goals, policies, plans, and the Glenwood Springs Municipal Code in an equitable fashion? *

Absolutely. See my previous answer. I lived in that community and knew the impact it was going to have.

16. The Planning and Zoning Commission members generally attend two meetings a month and can have extensive packet materials to review in preparation for meetings. Do you have any existing time commitments that will hamper your ability to serve? *

i have the time to commit to this position

17. Are you aware of and understand the quasi-judicial function of the Planning and Zoning Commission? *

I do.

18. What experience do you have working with people on a board, commission, or committee? *

I previously sat on the Property Tax Board of Appeals in Huntington County, Indiana for a period of 3 years. I learned a lot about these types of boards and the interaction with the community as well as local government in the process.

19. Please enter today's date. *

2/14/2023



20. Have you served on the Planning and Zoning Commission before? *

☒ No

☐ Yes

Powers and Duties of the Planning and Zoning Commission

(as defined in Title 020 of the Glenwood Springs Municipal Code)

f. Powers and Duties

The powers and duties of the Planning and Zoning Commission shall be:

(1) To develop and recommend a master plan subject to the approval of the City Council and its environ in accordance with the provisions of this Code and the laws of the State.

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(a) Appointment and term of members. Except as otherwise provided, all appointments to the boards and commissions shall be by the City Council for terms of three (3) years each, and each member shall serve until his/her successor is appointed and takes office; provided, however, that the initial terms of office may be shortened by the City Council so as to provide overlapping terms of office. Appointments shall expire the day before the first regular meeting of the City Council in each month according to the following schedule:

February:

Planning and Zoning Commission;

(b) Alternate members. The City Council at its discretion may appoint up to three (3) persons as alternate members for each board or commission. If a regular member of a board or commission is to be absent from a meeting, the presiding officer for the meeting may select an alternate member to fill such absence and to attend and serve at the meeting. The alternate member may exercise all powers at the meeting which the absent regular member could exercise, and the alternate's powers and privileges shall terminate at the end of the meeting attended. The presiding officer may at his/her discretion select the same alternate to serve at successive meetings in the absence of any member.

(c) Limit to term of members. No board member shall serve more than two (2) successive terms on the same board or commission.

(d) Removal of members. All appointed members of a board or commission shall be subject to removal, at any time, by the City Council. In the event an appointed member of a board or commission ceases to qualify for membership, his or her appointment is immediately terminated.

(e) Vacancies. The City Council shall fill all vacancies on boards and commissions by appointment for the unexpired term.

(Code 1971 §§ 2-63, 2-64, 2-67; 6-95 § 1; 10-07 § 2; Ord. No. 9-2018 , § 2, 4-20-2018)



City Council
STAFF REPORT
City of Glenwood Springs
May 18, 2023

Agenda Item: Historic Museum Funding Request

Action Requested: Decision on funding request from the Museum.

Department: City Administration

Presented By: Steve Boyd

Strategic Goals: Protect and Preserve our Quality of Life

Background Info: The Historic Museum receives funding from the City in the amount of \$60,000 annually. Its management and Board are asking for an additional \$60,000 for the next two years.

Issues: Bill Kight presented this request to Council in January at which time Council asked the Financial Advisory Board (FAB) to weigh in. The recommendation from FAB to approve the request is attached along with the financial information that has been sent. Public communication received on this topic is included in the Correspondence area of the agenda.

Fiscal Impact: If approved \$60,000 will be included in the second quarter's budget amendment in the A&I Fund.

Legal Review: NA

Staff Recommendation: Staff defers to Council.

Grants Applied for by the Glenwood Springs Historical Society and status: 2016 to present

Grant	Organization	Amount
2016: Veterans Memorial Project: To place headstones on Veteran's graves (Lisa Passmore project leader)	Garfield County (GARCO) discretionary fund grant	Awarded: \$5,000
2017: Veterans Memorial Project	GARCO discretionary fund grant	Awarded: \$5,000
2018: Grant to digitize Storm King Fire records and digital exhibit	Colorado Historic Records Advisory Board	\$5,000 (we match \$1,250) <i>not awarded</i>
2018: Rehabilitating a Frontier Landmark in Glenwood Springs	Garfield County Mineral Lease mini-grant (to rehabilitate museum)	\$24,920.00 - <i>not awarded</i> (building not city-owned)
2018: Veteran's Memorial Project	GARCO discretionary fund grant	Awarded: \$5,000
2018: COGS Discretionary Fund Grant	Glenwood Springs Finance Advisory Board (FAB)	Awarded: \$10,000 for Wild West Fermentation Event and \$10,000 for South Canyon (report pending)
2018: To archive in PastPerfect Storm King Fire records & artifacts	J. Robert Young Foundation	Awarded: \$5,000
2018: Conservation Center for Art & Historic Artifacts (CCAHA): Risk Assessment and Emergency Preparedness Program Grant	National Endowment for the Humanities	\$5,000 <i>not awarded</i>
2019: To republish the Downtown & Cemetery Tour brochures	City of Glenwood Springs Tourism Funds Grant	Awarded: \$3,154.00
2019: To replace roof over office addition	Garfield County discretionary fund grant	Awarded: \$ 5,000
2019: Historic Assessment Grant for museum building	History Colorado from state lottery funds (final report turned in-awaiting approval)	Awarded: \$10,000
2019: "The Daily Avalanche" (years 1892-1894) added to the Colorado Historic Newspapers Collection (CHNC).	Colorado State Library (CSL) mini-grant	Awarded: \$3,000 (matched with \$700 from us)
2020: To digitize all the rest of GWS newspaper collection	Digitizing Hidden Special Collections and Archives: Council on Library & Information Resources	\$203,750 – not awarded

2020: SBA's first PPP loan	Small Business Administration's Payroll Protection Plan (PPP) loan	\$12,500 loan forgiven
2020: Get Glenwood Going Grant	COGS and Chamber Resort Assoc. provided money for utilities (May 22)	Awarded: \$4,000
2020: SBA's second PPP loan	Small Business Administration's Payroll Protection Plan (PPP) loan	\$11,736.00 loan forgiven
2020: Grants to video the 2021 Ghostwalk for live streaming during Pandemic	J. Robert Young Foundation And Community Health Initiative	Awarded: \$2,000 Awarded: \$3,000
2020: Coronavirus Aid, Relief, and Economic Security (CARES) Act Humanities Relief Grant	Colorado Humanities (through the National Endowment for the Humanities	Awarded: \$11,533
2021: Colorado Sustaining the Humanities through for recording valley Latino stories, called Nuestras Historias	Colorado Humanities (through the National Endowment for the Humanities American Rescue Plan (COSHARP) grant	Awarded: \$20,000 <i>Screening of video will be December 8, 2022 at 6:00 pm at GWS Branch Library</i>
2021: SIPA Micro Grant Program to digitize newspapers	Statewide Internet Portal Authority (SIPA) Micro Grant Program	Awarded: \$3000
2021: Veterans Memorial Project (the last 2 headstones are being set in 2022)	GARCO discretionary fund grant	Asked: \$5,000 Awarded: \$4,800
2021: Grant to fund Archivist position	J. Robert Young Foundation	Awarded: \$5,000
2021: Save America's Treasures (To save Cardiff Coke Ovens which are on the National Register of Historic Places)	National Park Service	From \$125,000 to \$500,000 Turned in: 12-14-2021 <i>Not awarded</i>
Colorado Historic Fund General Mini-Grant for Cardiff Coke Ovens	History Colorado	Awarded \$34,930
General Grant for publishing GWS Walking Tour and Linwood Cemetery Walking Tour brochures	Western Colorado Community Foundation through Two Rivers Unrestricted Endowment	\$4,000
TOTALS		\$153,653 awarded

Yellow=Grants in progress

**ORDINANCE NO. 22
SERIES OF 2016**

AN ORDINANCE OF THE CITY OF GLENWOOD SPRINGS CALLING AN ELECTION ON NOVEMBER 8, 2016, FOR VOTER APPROVAL TO (I) EXTEND THE EXISTING ONE CENT (\$0.01) CITY ACQUISITION AND IMPROVEMENT FUND SALES AND USE TAX AND (II) AUTHORIZE THE ISSUANCE OF REVENUE BONDS; PROVIDING THE EFFECTIVE DATE OF THIS ORDINANCE AND SETTING FORTH DETAILS IN RELATION THERETO.

WHEREAS, the City of Glenwood Springs, Colorado (the "City"), is a municipal corporation duly organized and operating as a home-rule City under its City Charter and the Constitution and laws of the State of Colorado; and

WHEREAS, the City presently imposes a one cent (\$0.01) Acquisition and Improvement Fund sales and use tax which is to expire on December 31, 2018; and

WHEREAS, the City Council of the City (the "City Council") desires to extend, for a period of thirty (30) years, the imposition of the sales and use tax placed in the Acquisition and Improvement Fund pursuant to Section 040.010.040 of the Municipal Code of the City; and

WHEREAS, the City Council has evaluated, and there has been discussed with City residents, the acquisition, construction, repair and improvement of various capital improvement projects, and the use of revenues in the Acquisition and Improvement Fund on a pay-as-you go basis would not permit the completion of a significant number of said projects in the near future; and

WHEREAS, the City Council desires to submit a ballot issue to the City's electors to permit the City to use revenue bond financing for up to \$54 million in principal amount to enable the completion of necessary capital projects on a timely basis; and

WHEREAS, Article X, Section 20 of the Constitution of the State of Colorado requires that the City have voter approval in advance for any tax extension and for the creation of any multiple-fiscal year direct or indirect debt or other financial obligation whatsoever; and

WHEREAS, the City Council desires to submit ballot issues to the eligible electors of the City on November 8, 2016 for the purposes set forth herein;

NOW, THEREFORE, THE CITY COUNCIL OF CITY OF GLENWOOD SPRINGS, COLORADO, ORDAINS:

Section 1. Calling the Election. An election shall be held on Tuesday, November 8, 2016, at which there shall be submitted to the eligible electors of the City two ballot issues, the first of which is to extend the existing one cent (\$0.01) City of Glenwood Springs sales and use tax that is placed in the City's Acquisition and Improvement Fund for a period of thirty (30) years (referred to hereafter as "Ballot Issue 2A", provided however, the ballot number assigned by the

coordinated election official may be different); and the second of which is to increase debt and issue bonds for the purpose of financing capital improvements of every kind and nature.

Section 2. Setting Ballot Title and Content. The ballot title and content shall be set by the City Council by resolution, to be considered on the date on which the second and final reading of this Ordinance occurs.

Section 3. Conduct of Election. The officers and employees of the City are hereby authorized and directed to take all action necessary or appropriate to effectuate the provisions of this Ordinance and the holding of a coordinated election on November 8, 2016.

Section 4. Amendment of Section 040.010.040. Paragraph (b) of Section 040.010.040 of the Municipal Code is hereby amended to read as follows (deletions are indicated by the strikethrough line and additions are indicated by the single underline):

040.010.040 Purpose of tax; use of proceeds.

(b) *Additional sales and use tax.* The City Council hereby declares the revenue from the levy of one cent (\$0.01) of the tax imposed by the Tax Ordinance shall be placed in the acquisition and improvement fund and shall be appropriated and distributed as determined by ordinance of the City Council as follows:

(1) To defray the costs of operating and maintaining the Frontier Historical Museum; and at a minimum to help pay and/or defray the executive director's salary; subject, however, to annual appropriations at the discretion of the City Council.

(2) To defray the costs of operating and maintaining the Glenwood Springs Arts Center, and at a minimum to help pay and/or defray the executive director's salary; subject, however, to annual appropriations at the discretion of the City Council.

(3) To defray the costs of operating and maintaining human services program and special events in the City; subject, however, to annual appropriations at the discretion of the City Council.

(4) To defray the costs of capital improvements of every kind and nature which the City is, from time to time, authorized to undertake, including, without limiting the generality of the foregoing, maintenance and operation of a community center and municipal complex; acquisition of land, easements and rights-of-way; and acquisition, construction and installation of buildings, public works, storm drainage, treatment facilities, trails, broadband, and necessary appurtenances; provided, however, that such improvements shall not include improvements to the City's water system, wastewater system, electrical system. Prior to making an appropriation for any improvements pursuant to this paragraph, the City Council shall conduct a public hearing and consider public comments on such improvements.

(5) Expenditures authorized pursuant to this section may include the principal of, premium, if any, and interest on securities issued or other forms of indebtedness incurred for the purpose of providing capital improvements. Revenues described in this section shall be segregated and applied by the Director of Finance in accordance with this section or the provisions of any

ordinance pursuant to which securities are issued or other forms of indebtedness are incurred and are payable from such revenues.

Section 5. Ratification of Municipal Code. With the exception of the provisions of the Municipal Code of the City of Glenwood Springs which are modified as provided herein, all remaining provisions of the Municipal Code of the City of Glenwood Springs shall remain in full force and effect.

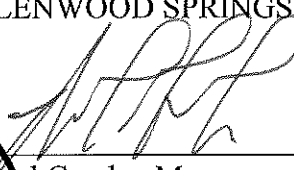
Section 6. Approval of Ballot Issues. If a majority of the votes cast on either or both of the ballot issues submitted at the election shall be in favor of such ballot issues, the City acting through the City Council shall be authorized to proceed with the necessary actions in accordance with the ballot issue or ballot issues which have been so approved. Any authority to issue bonds, if conferred by the results of the election, shall be deemed and considered a continuing authority to issue the bonds so authorized at any one time, or from time to time, and neither the partial exercise of the authority so conferred, nor any lapse of time, shall be considered as exhausting or limiting the full authority so conferred. If Ballot Issue 2A is not approved by a majority of votes cast on the ballot issue at the election, the sales and use tax currently imposed shall continue to be imposed until its existing expiration date of December 31, 2018.

Section 7. Effective Date. Upon passage of this Ordinance, the provisions hereof shall be effective ten days following the date of second publication; provided however, subject to the approval of Ballot Issue 2A at the election to be held on November 8, 2016, the provisions of Section 4 and Section 5 of this Ordinance shall become effective on January 1, 2017.

INTRODUCED, READ ON FIRST READING, PASSED AND ORDERED PUBLISHED IN FULL THIS 4TH DAY OF AUGUST 2016.

CITY OF GLENWOOD SPRINGS, COLORADO




Michael Gamba, Mayor

ATTEST:


Catherine Mythen-Fletcher, City Clerk

INTRODUCED, READ ON SECOND READING, AND ORDERED PUBLISHED BY TITLE ONLY TO BE EFFECTIVE TEN DAYS FOLLOWING THE DATE OF SECOND PUBLICATION THIS 18th DAY OF August 2016.

CITY OF GLENWOOD SPRINGS, COLORADO

[Handwritten signature]

Michael Gamba, Mayor



ATTEST:

Catherine Mythen-Fletcher

Catherine Mythen-Fletcher, City Clerk

MEMORANDUM



TO: Glenwood Springs City Council
FROM: Financial Advisory Board (FAB)
DATE: March 2, 2023
SUBJECT: A&I Contribution to Operating Expenses of Historical Museum

The Glenwood Springs Historical Museum (GSHC) recently presented a request for Council to increase its 2023 contribution from \$60,000 to \$120,000. Council asked that FAB consider the request against other priorities and make a recommendation to Council.

The Financial Advisory Board met on January 25th and again on February 22nd and after some engaging and thoughtful discussion developed a recommendation.

It appears that a leadership change for the GSHS will be occurring in the near future (sometime in the first half of 2023 possibly) and that to attract a suitable Executive Director replacement, GSHS is likely to require additional funding to affect this upcoming change (current pay for the Executive Director is around \$35,000 per year).

- The GSHS building is in need of significant repairs and maintenance – however the GSHS will be applying for State grants (up to \$500k) for this work.
- It is strongly recognized that the history of Glenwood is an important part of the tourism backbone for the City and its identity, and that residents and visitors value the Museum.
- When the A&I fund was established in 1991, there was a provision inserted that 2%, or \$35,000 (whichever is less) went to fund the GSHS on an annual basis. It was noted that to put this into current dollars after adjusting for inflation the amount would likely be closer to \$90,000 annually. Subsequent renewals of the A&I tax eliminated any minimum and left the funding entirely up to Council's discretion.
- The GSHS is currently receiving \$60,000 per year in funding from the City and the request from GSHS Executive Director was for an additional \$60,000, totaling \$120,000.
- Given the importance of the GSHS and noting that it will require additional funding to attract new leadership to head up the GSHS, FAB recommends the following:
 - o Provide \$120,000 in funding for the GSHS for 2023 and 2024 from the A&I fund
 - o This will allow enough time for the new Executive Director to be hired, and some lead time to come up with new and innovative ideas and fund raising efforts to further increase the Society's ability to provide interesting and fun things for the community and it's visitors – and hopefully its coffers
 - o Council can further review appropriate future funding by 2025 – which may be lessened due to new and positive changes at the GSHS
 - o FAB would also encourage Mr. Kight to have his bookkeeper and/or financial advisor for the organization prepare and be ready to present to Council the
 - P&L / Balance Sheet / Current Bank statement – cash position, as it was less than clear as to how the current funds are being spent and the road path ahead for 2023, so as to provide a clear communication to Council on where, what and how the funding is currently being spent

Financial Advisory Board: Dan Sullivan, Chair; Steve Beckley, Vice-Chair; Christian Henny; Munro Wilcox; Asha John; Sal Rico; Spencer Graff

Glenwood Springs Historical Society

Account QuickReport

All Dates

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	CLR	AMOUNT	BALANCE
Fund Balance								
12/31/2000	Journal Entry			Set up 12/31/00	Fund Balance		-713.90	-713.90
12/31/2000	Deposit			Account Opening Balance	Fund Balance		15,792.84	15,078.94
12/31/2000	Deposit			Account Opening Balance	Fund Balance		6,227.52	21,306.46
12/31/2000	Deposit			Account Opening Balance	Fund Balance		41,059.39	62,365.85
12/31/2000	Deposit			Account Opening Balance	Fund Balance		3,061.69	65,427.54
12/31/2000	Deposit			Account Opening Balance	Fund Balance		2,364.37	67,791.91
12/31/2000	Deposit			Account Opening Balance	Fund Balance		19,607.37	87,399.28
12/31/2000	Check	2016	Sue Plush		Fund Balance		-203.13	87,196.15
12/31/2000	Check	2015	The Pro Lab		Fund Balance		-58.34	87,137.81
12/31/2000	Check	2008	Crabtree Publishing		Fund Balance		-15.26	87,122.55
12/31/2000	Check	1998	Discount Printer		Fund Balance		-69.95	87,052.60
01/01/2001	Journal Entry			Account Opening Balance	Fund Balance		2,719.92	89,772.52
01/01/2002	Journal Entry				Fund Balance		3,418.57	93,191.09
11/01/2002	Check	2687	WALMART		Fund Balance		-104.00	93,087.09
12/31/2002	Journal Entry				Fund Balance		208.35	93,295.44
12/31/2003	Journal Entry				Fund Balance		3,031.45	96,326.89
04/30/2007	Journal Entry				Fund Balance		-0.01	96,326.88
04/30/2007	Journal Entry			Balance Adjustment	Fund Balance		0.01	96,326.89
07/31/2007	Journal Entry			Balance Adjustment	Fund Balance		0.02	96,326.91
10/17/2008	Check	4886	LOWE'S	shepherds hook - ghostwalk	Fund Balance		-8.97	96,317.94
12/31/2008	Journal Entry	yr end aje		Move to retained earnings	Fund Balance		-96,317.94	0.00
11/01/2011	Check	5801	CINDY HINES		Fund Balance		-24.50	-24.50
04/16/2019	Check				Fund Balance		-84,150.00	-84,174.50
08/01/2019	Deposit				Fund Balance		0.00	-84,174.50
Total for Fund Balance							\$ -84,174.50	
TOTAL							\$ -84,174.50	

Glenwood Springs Historical Society

Transaction Report January - December 2022

DATE	TRANSACTION TYPE	NUM	ADJ	NAME	MEMO/DESCRIPTION	ACCOUNT	SPLIT	AMOUNT	BALANCE
6160 Contract Labor									
01/05/2022	Check	2156	No	Carolyn Cipperly	12/3/21-12/22/21	6160 Contract Labor	Available Funds:Alpine Bank-Checking	1,750.00	1,750.00
01/21/2022	Check	2165	No	Peggy Vidakovich	12/22-12/29	6160 Contract Labor	Available Funds:Alpine Bank-Checking	207.00	1,957.00
02/03/2022	Check	2173	No	Peggy Vidakovich	1/5/22-1/14/22	6160 Contract Labor	Available Funds:Alpine Bank-Checking	240.00	2,197.00
02/04/2022	Check	2175	No	Carolyn Cipperly	12/20/21-1/20/22	6160 Contract Labor	Available Funds:Alpine Bank-Checking	1,710.00	3,907.00
02/11/2022	Check	2180	No	Peggy Vidakovich	1/15/22-2/3/22 Contract Work	6160 Contract Labor	Available Funds:Alpine Bank-Checking	387.00	4,294.00
02/23/2022	Expense		No	Carolyn Cipperly	1/12/22-2/17/22	6160 Contract Labor	Available Funds:Alpine Bank-Checking	2,025.00	6,319.00
03/21/2022	Expense		No	Peggy Vidakovich	2/8/22-2/26/22	6160 Contract Labor	Available Funds:Alpine Bank-Checking	414.00	6,733.00
03/22/2022	Expense		No	Carolyn Cipperly	77.5 Hours	6160 Contract Labor	Available Funds:Alpine Bank-Checking	1,550.00	8,283.00
04/11/2022	Expense		No	Peggy Vidakovich	3/10/22-3/30/22	6160 Contract Labor	Available Funds:Alpine Bank-Checking	306.00	8,589.00
04/19/2022	Expense		No	Carolyn Cipperly	3/17/22-4/18/22	6160 Contract Labor	Available Funds:Alpine Bank-Checking	1,950.00	10,539.00
05/12/2022	Expense		No	Peggy Vidakovich	Hub's Collection	6160 Contract Labor	Available Funds:Alpine Bank-Checking	558.00	11,097.00
05/23/2022	Expense		No	Carolyn Cipperly	Opening Doc's Museum x 12	6160 Contract Labor	Available Funds:Alpine Bank-Checking	240.00	11,337.00
05/23/2022	Expense		No	Carolyn Cipperly	CHECK - INCLEARING ITEM 2239	6160 Contract Labor	Available Funds:Alpine Bank-Checking	1,715.00	13,052.00
06/24/2022	Expense		No	Peggy Vidakovich	CHECK - LOCAL ITEM 2261	6160 Contract Labor	Available Funds:Alpine Bank-Checking	315.00	13,367.00
07/01/2022	Expense		No	Carolyn Cipperly	5/3/22-6/21/22	6160 Contract Labor	Available Funds:Alpine Bank-Checking	2,495.00	15,862.00
07/12/2022	Expense		No	Carolyn Cipperly	6/22/22-7/6/22	6160 Contract Labor	Available Funds:Alpine Bank-Checking	1,045.00	16,907.00
07/22/2022	Expense		No	Peggy	CHECK - LOCAL ITEM 2287	6160 Contract	Available Funds:Alpine Bank-	387.00	17,294.00

Glenwood Springs Historical Society

Transaction Report January - December 2022

DATE	TRANSACTION TYPE	NUM	ADJ	NAME	MEMO/DESCRIPTION	ACCOUNT	SPLIT	AMOUNT	BALANCE
				Vidakovich		Labor	Checking		
07/27/2022	Expense		No	Carolyn Cipperly	7/10/22-7/20/22	6160 Contract Labor	Available Funds:Alpine Bank-Checking	760.00	18,054.00
08/16/2022	Expense		No	Peggy Vidakovich	7/21/22-8/5/22	6160 Contract Labor	Available Funds:Alpine Bank-Checking	238.50	18,292.50
08/25/2022	Expense		No	Carolyn Cipperly	7/21/22-8/17/22	6160 Contract Labor	Available Funds:Alpine Bank-Checking	1,875.00	20,167.50
09/07/2022	Expense		No	Carolyn Cipperly	CHECK - INCLEARING ITEM 2315	6160 Contract Labor	Available Funds:Alpine Bank-Checking	925.00	21,092.50
09/19/2022	Expense		No	Peggy Vidakovich	8/8/22-9/3/22	6160 Contract Labor	Available Funds:Alpine Bank-Checking	288.00	21,380.50
09/30/2022	Expense		No	Peggy Vidakovich	9/4/22-9/23/22	6160 Contract Labor	Available Funds:Alpine Bank-Checking	270.00	21,650.50
10/17/2022	Expense		No	Peggy Vidakovich	9/26/22-10/10/22	6160 Contract Labor	Available Funds:Alpine Bank-Checking	315.00	21,965.50
11/01/2022	Expense		No	Carolyn Cipperly	76.75 Archivist Hours	6160 Contract Labor	Available Funds:Alpine Bank-Checking	1,515.00	23,480.50
11/10/2022	Expense		No	Peggy Vidakovich	15.75 hours	6160 Contract Labor	Available Funds:Alpine Bank-Checking	283.50	23,764.00
11/29/2022	Expense		No	Peggy Vidakovich	11/8/22-11/22/22	6160 Contract Labor	Available Funds:Alpine Bank-Checking	207.00	23,971.00
12/07/2022	Expense		No	Carolyn Cipperly	77.5 Archive Hours	6160 Contract Labor	Available Funds:Alpine Bank-Checking	1,570.00	25,541.00
12/29/2022	Expense		No	Carolyn Cipperly	Doc's Museum	6160 Contract Labor	Available Funds:Alpine Bank-Checking	60.00	25,601.00
12/29/2022	Expense		No	Carolyn Cipperly	Archival Hours	6160 Contract Labor	Available Funds:Alpine Bank-Checking	255.00	25,856.00
12/29/2022	Expense		No	Carolyn Cipperly	Archival Hours	6160 Contract Labor	Available Funds:Alpine Bank-Checking	900.00	26,756.00
12/30/2022	Expense		No	Peggy Vidakovich	CHECK - LOCAL ITEM 2393	6160 Contract Labor	Available Funds:Alpine Bank-Checking	216.00	26,972.00
Total for 6160 Contract Labor								\$26,972.00	
TOTAL								\$26,972.00	

Glenwood Springs Historical Society

Transaction Report

January - December 2022

Glenwood Springs Historical Society

Board of Directors Meeting – January 19, 2021

Present: Bill Kight, Barry Dunsdon, Rob Anderson, Lisa Passmore, Ashley Jammeron, Sharon Haller

Special Guest: Carolyn Cipperly, Archivist

Meeting called order:

Minutes read and approved:

Financials: approved, Status of City of Glenwood contract unknown.

Development Team: 50th anniversary Team meeting, Saturday 3P at museum.

Plans to honor Carol Opeka, as BOD member emeritus

**Glenwood Springs Historical Society
Board of Directors Meeting
February 16, 2021**

Present: Bill Kight, Sharon Haller, Barry Dunsdon, Clara Miller, Lisa Passmore, Lacy King

Minutes: Reviewed and Approved

Financials: Operating account: \$23,342.56, Doc's Gun: \$2,563.38, Historic Fund for Building: \$5,100, Robert J, Young Grant: \$1, 486.33: As of this meeting still do not have the \$60,000 from the city.

- Questions: What is the Doc Holliday Museum expense?
- Minutes approved with the exception of the question above.

Development Team Minutes and Report: 50th Anniversary Plans

- Set deadline for getting all the info in for events
- Start date for advertisement
- Sponsorship Committee
- Sharon and Carolyn: Parade/Block Party
- Scavenger Hunt: Clues, Sponsors, Local Businesses, "Doc on a Stick" → flat Stanley inspiration
- Clara/ Lacy: Tea—Basket, get garden ready
- Lacy: Christmas Cookie contest: at Hotel CO during lighting, selling, people's choice, baskets or winner
- Swap
- Clara: Cemetery "Clean up"

President's Time:

Vice President's Time:

Executive Director Time:

- Republish the "Elusive Dream"
- Spanish Translation of the Ghost Walk should be ready any day
- Museum will be closed while Bill and Sharon take some vacation time

Other Business:

Glenwood Springs Historical Society
Board of Directors Meeting
March 16, 2021

Present: Bill Kight, Sharon Haller, Barry Dunsdon, Clara Miller, Rob Anderson, Lisa Passmore, Lacy King, Tara Bair

Introduced new Board Member Tara Bair

Minutes: Reviewed and Approved

Financials: Reviewed Approved

- No major questions
- Still working on the historical assessment grant

Development Team Minutes and Report: 50th Anniversary

- More to come on 50th
- Received a collection of Teddy Bears → possible auction items

President's Time:

- Fixing the fence in the back by the shed
- Need to do a dump run for the tiles that came off the roof

Vice President's Time:

Executive Director Time:

- Some kind of auction in the spring
- Devereux Cup: Polo tournament
 - Need more info
- Received Spanish translation of Ghost Walk; need to get with Chris about overlaying it with the Ghost Walk video

Other Business:

- Get a separate shed for the Ghost Walk lanterns
- Possible cleaning and resorting of shed

May 18, 2021

Board Meeting of the Glenwood Springs Historical Society

Attending: Barry Dunsdon, Clara Miller, Sharon Haller, Tara Bair, Bill Kight, Lisa Passmore

Absent: Rob Anderson, Ashley Jammaron, Lacey King

Meeting opened: 5:28 p.m.

Tabled the review of the minutes from April 20th meeting.

Brief review of financials. In the bank: \$55,786.30 operating fund. Good for this time of year. \$2,640.64 in the Doc's fund. \$5,100 in historic fund. J Robert Young fund: \$1 8 0 0 .

President Barry: Nothing to report. Turned the meeting over to ED Bill Kight.

Executive Director: ED Kight voiced his unhappiness in the Executive Director position and the lack of progress he feels he has made since taking over the position. He informed the Board that he has been looking for other positions. He is giving it one more year. He would like to make a bigger difference; it will take everyone's commitment to make it happen. Those in attendance confirmed their thanks, appreciation, and confidence in ED Kight's efforts for GSHS.

A draft Operations Manual / Board Notebook was circulated for everyone to review and be ready to discuss at the next BOD meeting.

Per ED Kight's request, a review of the operations manual/notebook (specifically regarding the Exec. Director position) to clarify the position and what is expected. Discussion regarding minor revisions to the same.

- Deletion of #11 in its entirety;
- Correction singular vs plural (report) #13;
- Deletion of #15 in its entirety.
- It was determined to leave in the portion of the manual with regards to an Assistant Director for future members should that position again become utilized.
- Archivist position also reviewed; deletion of the last sentence of the first paragraph.

Also discussed, how to fundraise for specific items; the roof (basic building wish-list) and having this info at the upcoming 50th events. Bill is putting together a catalog for reference. 50th events should be a good platform to let the community know we are here but need financial help to continue.

Strategic planning from a few years ago: Quite a lot of interest, lots of ideas, just no money with them.' Barry said we should review it again.

Review of membership levels in the manual; request to please review and be ready to discuss at the next BOD meeting.

Other business: Clara mentioned an error in BOD listing (Lisa is secretary, not Lacy).

Sharon discussed doing a raffle throughout the summer. We should move forward with looking into doing it, i.e, Secretary of State requirements etc. Tara agreed to look into it further and report back.

Budget for the year to be discussed at the June BOD meeting.

Sharon mentioned a move afoot to improve the Coke Ovens and to create a more scenic and accessible scenario. City will do this. We do not have insurance for the area. It was determined that we should have some kind of policy in this regard as we do not have the appropriate kind of policy currently. Tara asked if we can post a waiver?? All agreed a disclaimer of some sort should be posted regardless. This issue to be discussed further.

Question by Barry RE kids' tours at Docs. No more kids tours at Docs.

Motion to adjourn by Sharon; Seconded by Barry.

Meeting adjourned: 6:36 p.m.

Next Board of Directors' Meeting June 15, 2021.

Glenwood Springs Historical Society

Agenda for Board of Directors' Meeting

Frontier Museum

July 20, 2021

5:30- Call meeting to order.

5:35- Minutes: Minutes for the Tuesday June 15 meeting to approve.

5:36- Financials: Bill will go over the financials for approval. We have \$39,569.11 in our Ops. account; \$5,304.66 in Doc's Gun account; \$5,100.00 in the Colorado Historic Fund and \$1,486.39 in the J. Robert Young account. Our balance today on the gun loan is \$11,822.75.

5:45- Development Team

- 50th anniversary celebration (Sharon, Lacy and Lisa).
- Sharon, Lacy and Bill met with Kristen Keffer from Hotel Colorado on the Gingerbread house contest (during the Thanksgiving lighting ceremony). Lacy leads discussion.

6:00- President's time (Barry): Barry is in Grand Junction for a health procedure. Sharon has his proxy vote.

6:05-Vice President's time (Clara): TBA

6:10: Executive Director report (Bill)

- Close out of Devereux Cup Event on Barry Stout's Ranch on June 27.
- We have three bids (all within or close to \$15,000 – 17,650). We need to raise this amount to fix the roof. If every board member gives Bill three names of people they would like Bill to contact with them for donations we can raise the money.

6:20: Other business

6:30: Adjourn

- Cardiff-cleanup, sign replacement, etc.
- Carolyn's progress of Schutte photos

*Next Board meeting: **August 17, 2021***

August 17, 2021

Board Meeting of the Glenwood Springs Historical
Society

Attending: Sharon Haller, Tara Bair, Bill Kight, Lisa Passmore, Rob Anderson, Lacy King.

Absent: Ashley Jamarron, Clara Miller.

Meeting opened: 5 : 5 0 P M .

Review of the minutes from July 20th meeting. Motion to approve, Tara and Lacy, seconded Sharon. Motion passed.

Brief review of financials. Bill had computer issues obtaining the financials but reported \$35,735.11 in operating account \$4,438 in Doc's account; \$5,100 in the Historical Fund; \$1,486.41 in the Bob Young account.

Development Team: Sharon briefly discussed the coke ovens potential picnic and status of business given COVID rearing its ugly head. We will be unable to do a co-op event with the schools and the Renew folks cancelled tours because they are on lock down.

How is ghost walk coming along? Sharon got a request already so we need info so we can sell tickets. Lacy wanted to know about the same so we can get it online on our website. Sharon, Lacy, Bill and Clara will get together to discuss further. Bill wants to use a service for the tickets so we can track sales better. It will cost a little money, but worth the info we will get from it. Tara mentioned Community Showcase at Alpine display. She suggests we use it for both the Gingerbread Contest and Ghost Walk.

Due to different moving parts on the virtual auction, and other activities already on the calendar, it was decided to hold off until spring. We will have a silent auction of the teddy bears at Lacy's gingerbread contest; any that do not sell we will put in the virtual auction in the spring along with other items. This will give us time to gather items, photograph everything, research and get appropriate info for the auction site.

The Humanities Grant is coming up. Bill is working on it at home until the deadline. We are asking for money to develop the first Hispanic display/information. Colorado Gives also coming up in December. It is one of the few ways we can generate income without social contact, around 8th of December. Sharon will follow up. Sharon also showed us the Past Perfect info for a local inquiry by the Gamba family. Once all the information is entered, it is quite impressive.

Discussion with Lacy on the gingerbread contest; she showed us the poster/info. that she has drafted. Also discussed additional info needed for the Christmas Tree Raffle (what it is, why, how we are going to raffle).

Tara provided information on getting a raffle license. We will move forward with that process.

President Barry: A b s e n t

Vice President Clara: Absent

Executive Director: Still looking for help getting contacts for the roof donation by making an appointment with someone and Bill can meet with them with you (alternatively have lunch in the library with potential donors).

Continued discussion about the roof and City funding. The city must own the building for the Mineral Lease Grant that Bill spoke to Commissioner Martin about. Commissioner Martin suggested we apply for it and Bill followed up. Unfortunately, we do not qualify because we own the building, not the city.

Sharon mentioned that the historic assessment is needed before we can proceed with the roof project. We will continue to ask for money from the community. Additional discussion on how to get funding and other grants. Tara asked about a state funding for local historical societies. They are difficult as they are reserved for larger organizations. Federal funding is a crowded arena.

Rob had question about coke ovens project as a “clean up” would be a massive project (needing bulldozer or other equipment and labor). If we are planning a clean-up party, where do we start?? It has been done in the past as a ‘community situation’ but not recently. Bill discussed the difference of how to ‘restore it’ (historically) or just ‘clean up’ the area. Do we show how nature took it over or restore it as to how it was originally like the Redstone Coke Ovens restoration? Because of the City’s South Bridge Project, the coke ovens would be more visible, so we had wanted to clean them up for that purpose. For right now, we clean up but not full-on restoration. We want to be involved at the planning stage of the South Bridge Project and not left out of the discussion with the process with the city.

Motion to adjourn by Rob; Seconded by Tara.

Meeting adjourned: 6:15 p.m.

Next Board of Directors’ Meeting September 17, 2021.

September 21, 2021

Board Meeting of the Glenwood Springs Historical
Society

Attending: Bill Kight, Lisa Passmore, Rob Anderson, Barry Dunsdon, Clara Miller, Ashley Jammaron; Sharon Haller.

Absent: Tara Bair, Lacy King

Meeting opened: 5 : 4 3 p . m .

Review of the minutes from August 17th meeting. Motion to approve, Barry, seconded Clara and Ashely. Motion passed.

Brief review of financials. \$23,560.79 in operating account \$8,390.69 in Doc's account; \$5,100 in the Colorado Historic Fund; \$1,486.42 in Bob Young account but will soon have \$5,000 more as the grant we put in for to fund Carolyn's position was granted. Difference in Doc's account from last month to this month; clerical error on Bullock's part. Still owing \$8K plus security; Bill proposes we pay gun off and close out account to PAY OFF THE GUN!! 😊 Why the large difference in amount in operating account of \$35K to \$23K this month? Bill looking into it.

Development Team: Sharon; established Ghost Walk Dates to last two weekends in October. 22-23, 29-30-2021. Discussed Coke Oven cleanup of Sept. 26 (this coming Sunday) 9A-1P. 50th celebration discussion; what to do with the Christmas tree? Looking at the lighting/decorating December 13, 2021.

President Barry: Nothing to report.

Vice President Clara: Ghost Walk update. She is getting schedules finalized with ghosts and guides. Working on the ticketing as well thru Yapsody as it has better opportunities with ticket sales vs. Wix. Clara sent info to the Chamber. We will strongly encourage masks while in the cemetery and while waiting (not necessarily while hiking up) pending changes in restrictions until then. We discussed cookies and cider – playing it by ear. Most of the volunteers who bake are willing to package individual cookies. Will need to serve cider vs have them prefilled or self-serve. Sharon suggested everything we publish we have a disclaimer of 'masks optional' and Clara added 'all sales final.' Post on Yapsody and on tickets. Clara will make masks to have at the trailhead for sale (cash only) with all monies going back to the museum (her donation). Make note to have a cash box and cash at the trailhead. Ashley added that she and Tara spoke about the raffle process etc. One approach was to reach out to other nonprofits. Silent and live auctions are excluded so we can still do those without issue. We can run a raffle if we ask for donations as opposed to making it mandatory and we do business card size tickets for contact info on the back.

Clara suggested that we talk to Umbrella Roofing to see if they would donate part of the roof repair.

Executive Director: Turned in the \$20K Colorado Humanities Grant to tell the stories of the first-generation Latinos who came to RF Valley. We have several Latino community members interested in working on this project with the museum. Hopefully a travelling exhibit and a book about the Latino community. We do not have any artifacts, photos or anything so we're STARTING a collection on their stories, histories etc. A local teacher is also interested in her class doing Hispanic research as well. We'll start with stories and expand from there.

Proposal on Doc's collection. Bill suggests we sell the entire collection to Bullocks. Bill is tired of opening and closing so he's paid Carolyn \$20 each time she opens. Lengthy discussion on what do with the collection; keep it at bullocks, who would open up? Bring it to the museum? What about security?

Specific issue with this coming weekend for opening. Lisa volunteered if someone will instruct her about the procedure (alarm system etc.)

Duncan Roofing did a minor fix of our roof leak. Other plumbing issues being taken care of. We had to move artifacts etc. due to a leak, so we need to get things taken care of as soon as possible. Also, plumbing issues. Pressure system/valve not working. Outside irrigation system blown out and we weren't able to get it back on correctly. No bathroom at the moment. Hoping the plumber will come in the a.m. to fix it. If not, we can't open tomorrow. Will wait and see.

Motion to adjourn by Barry; Seconded by all. Motion carried.

Meeting adjourned: 6:24 p.m.

Next Board of Directors' Meeting October 19, 2021.

October 19, 2021
Board Meeting of the
Glenwood Springs Historical Society

Attending: Bill Kight, Lisa Passmore, Rob Anderson, Clara Miller, Sharon Haller, Lacy King, Tara Bair

Absent: Barry Dunsdon, Ashley Jammarron

Meeting opened: 5:28p.m. Review of the minutes from September 19th meeting. Motion to approve, Rob, seconded by Sharon. Motion passed.

Brief review of financials. An expenditure question from last month was a payment to Barry Stout. We currently show \$26K (more than expected/usual) because we are currently selling Ghost Walk tickets; \$5K for the J. Robert Young Foundation to pay Carolyn. Rob asked about the status of our financials to see how we are doing as it appears we are doing better than usual. Bill concurs, we are currently in surprisingly good shape and haven't had a lot of expenses of late. The City will give us money in January so we are in good shape for the year as a whole. Question posed about "Outdoor Maintenance" which is lawn care and snow removal. Balance of all accounts \$40,021.82. Motion to approve financials by Tara. Seconded by Sharon. Motion carried.

Development Team: Sharon discussed the development meeting of the 12th. First item discussed was the auction. No movement to date. Our general philosophy is that whoever's idea it was for a particular project, they need to follow through with the project. Step one is identifying items to auction (internal), research to determine values, pictures and descriptions of the items, and then upload the information to auction site. We need to get in touch with Auctria (www.auctria.com) which is an online auction site recommended to us by KDNK to run the auction. We need to research them to determine how to do the auction. Dev. Team discussed whether the auction should be ongoing or for a limited duration, pros and cons of both options. Dev. Team leaned toward a set period vs. having it ongoing. An indefinite auction would need to have a person in charge of it and we are short on people to maintain it. We are currently planning for spring auction. Rob volunteered to help identify items. We have a format to follow. We will need Carolyn's help in that regard. Clara offered to do the photographs. We also have another volunteer helping with photos. Sharon turned it over to Clara for Ghost Walk.

Clara: Everything looks good; we are all set for this coming Friday. Clara made up maps. She was at the cemetery today. She has some crowd control issues to think about for two ghosts too close together for groups. If groups are too close, it makes it difficult to move the groups through efficiently. Clara is working on the logistics. Sharon bought 6 gallons of apple cider. Ticket sales are going decently well but maybe a little slower than usual or what we would like to see by this time. We are still open now if we have questions or concerns from people. Two tours are close to sold out (all the tours sold out, BK). Tara took a flyer to post at Alpine. Cookies are good; they are being dropped off at the museum or taken to Clara directly. We have done KMTS for publicity, with KDNK right before Ghost Walk on Friday. Posters are distributed throughout town. Clara will talk to Jon Stroud. Clara will help new Ghosts find their place (Elinor Mallaby) given she is not actually buried at Linwood but a great ghost to have in the Walk, nonetheless.

Lacy: Gingerbread night; Councilwoman Ingrid Wussow, Sara Theodore from Sunshine & Moon and Mayor Godes are our judges. Everything is on track. Info is on the website except that the rules were not listed. Lacy will check into it. Tara asked about timing; houses should be there by 10Am; we are trying NOT to have groups

of people hanging around (covid issues). Lacy will send around info on what / how houses will be judged. The key is to make it family friendly vs. a hard-core competition and to keep the general theme as Glenwood Springs! The live Christmas tree will be there to donate to purchase/win. Bears will be there for sale; they will be on one side away from the door. Discussion about whether to sell the bears outright vs. auction. We will use Square for credit card purchases. Cash prizes for gingerbread contest are already in place: \$200 first place, \$100 second place, and \$50 third place with possible ribbons for the "People's Choice." Gabe Chenoweth at KMTS asked if businesses could enter; yes, they are more than welcome.

New Business: Trivia in the spring as a fundraiser and we will collect an entry fee at door. There is an email into Jon at Vaudeville, but no reply yet. Lisa will follow up with him. We are still working out details for next spring. We would like to do trivia regularly (monthly perhaps). We talked about a gift-wrapping fundraiser and voted against it for this year; maybe NEXT year at the Second Annual Gingerbread Competition. We would like to do an annual calendar to do these events. We should schedule a post-event meeting for Ghost Walk.

President Barry: Absent this evening.

Vice President Clara: Previous Ghost Walk Discussion. Earlier in the year Bill made the Board aware that he would possibly be leaving the position of Executive Director at the end of this year. Clara posed a question for Bill; would this be his last year as Executive Director of Frontier Museum. Has he decided or still thinking about it? Bill is working on several grants and feels they will give him the energy to keep going. He will keep us posted.

Executive Director: We received \$18K of the \$20K we asked for from the Colorado Humanities grant for the Latino project. He is meeting with the two ladies who are helping with this project this coming Friday. A local teacher has students who would like to help with the development of this program. Bea Soto and Liz Valasco who does translation to help. Bill asks for a decision to pursue the National Parks Service Save America Grant. The deadline is December 14th with a decision in February. Once received, the project must be done within 2-3 years. The grant ranges from \$175K to \$500K. We have a never-implemented plan that is 23 years old to do work on the Coke Ovens. If we make the grant "urgent" and highlight the urgency, we have a better chance of getting it. We need to do that because it is now or never for the Coke Ovens. One requirement of the grant is that the project be on the National Register, which the Coke Ovens are. The urgency is that the City is putting a major road through that area. The City will do parking at the Ovens and some other improvements to the area but would not be willing to rehab the ovens themselves. The grant is matching one for one; if we ask for \$175K, we must match it; the good news is that contributed services count toward that matching amount. Bill will talk to City Manager Debra Figueroa about that. We have engineers doing cost estimates for what they are willing to do; Bill has a couple other people in mind for services. Cost to us is \$3,300 for the lady doing the architectural building analysis and could possibly help with this project. If we develop the site properly, with lights etc., typically vandalism is less; if we do not do this project now, it likely will not get done at all. We have 2 months to do it; Bill wants decision tonight. Sharon moved to OK this endeavor; seconded by Lacy. Motion passed.

Colleen (a grant writer) and Bill discussed the 23-year-old plan and we do not have time to amend it. The best we can do is to take the recent figures for cost analysis and update for this grant. From the previous plan 23 years ago, the cost estimate was \$850K. Lacy suggested sharing this project on Facebook and getting info out to the public/community, so they see that we are serious about fixing up the Coke Ovens. Bill is not sure when we should put this on Facebook. We should wait while we write grant. Helpful info would be photo evidence of us actively working on them. We will work on timing of getting it all together.

Carolyn has decided to put a rail car /coffee shop at the Coke Ovens once the road goes through. Lacy and Clara are all for it.

Motion to adjourn: Sharon and Tara; Seconded by all. Motion carried. carried.

Meeting adjourned: 6:14 p.m.

Next Board of Directors' Meeting November 16, 2021.

November 16, 2021
Board Meeting of the
Glenwood Springs Historical Society

Attending: Bill Kight, Lisa Passmore, Rob Anderson, Clara Miller, Sharon Haller, Barry Dunsdon, Tara Bair, Lacy King.

Absent: Ashley Jammarron

Meeting opened: 5:35p.m. Review of the minutes from the October 19th meeting. Motion to approve, Sharon, seconded by Clara. Motion passed.

Bill will ask for a lot of \$\$ at the council meeting next month. We get \$60K, and we doubled it.

Brief review of financials. Next month Bill would like to pay off the loan that Barry provided for the gun. We had discussed paying it off previously it will be approx. \$8K. Again we agreed NOT to have another Polo Cup event. Why doesn't Ghost Walk fall under "Special Events?" We believe we want to keep it as stand alone so we can track it from other events. Our numbers look great!!!! \$2800 from January to October?? Seems low. Will have Angela look into it. We'll disregard the rest of the financials as there are a few odd questions. We need a treasurer on the board for that help!!

Development Team: Sharon updated us on the last development meeting. We didn't do a traditional post event meeting. Then we discussed the upcoming Gingerbread contest and logistics. We also discussed Christmas decorations for the museum. GW made \$11K. Rob believes Clara "has the formula down" as things went very smoothly. There were a few small hiccups but otherwise all went well. She has thoughts on what could be improved. She would like to get past the bottleneck of what we are capable of making because of our limitations. More thoughts, ideas and discussions will need to happen. One issue is the state of the cemetery. Hopefully improvement there soon. Sharon did mention having an event calendar for such events etc. We'll work more on this task. Clara mentioned having a volunteer appreciation in January (after the holidays). We'll discuss more at next month's dev team meeting.

Lacy: Gingerbread night. Lacy believes starting earlier would have been helpful. She has 12 entrants with a few on the fence. She had hoped for more but now it's about spreading the word to come in to view, donate and judge. She does feel that things could be done differently for future years. We have 37 bears. Lacy will be there from 10-Noon to set up. She will pick up the bears at Sharon's convenience. Lisa will bring the tree. Clara will handle the square set up for bear sales. Event is 3-8PM. Maybe ask the hotel for something to eat while the volunteers are there?? Everyone needs to wear their name tags.

President Barry: Docs has produced by next month \$85K; averages \$17K/year. That will now come to the museum after the payoff so YAY!!! It's not passive income because of opening, closing, cleaning etc. \$1468 last month (October 2021); we also have a donation box for cash but do not have an average figure.

Vice President Clara: Ghost Walk debriefing at some point. There were some discussion points provided and Clara will add to it and we can discuss later. Overall happy with how it all went. Income was great, possibly a little higher than usual. A lot of last-minute ticket sales which was aggravating but nonetheless sold out each show. We pay a fee to have the tickets monitored and it's a great help regardless of the fee.

Executive Director: Leaking pipe for the boiler water. We can't get a plumber until Nov. 26. The pipe is insulated in asbestos 😞. We're hoping the pipe doesn't blow. The eco guy will come this week to determine how much it will cost to remove the asbestos.

See hand out RE the grants that the museum has received. We've been pretty successful with our grant funding. Bill is working on the Safe America's Treasurers grant to save the Cardiff Coke ovens. The amount is still to be determined. We will pay a grant writer (approx. \$3K) to help with this effort. We are working with Debra (City Mgr); will ask the County Commissioners for \$100K and \$120K from the City of Glenwood. We are asking for a grant but have to match it; this is what we will ask the City and County for (to match). We are hoping to save the site from further vandalism so we need the money from all avenues. The museum has to put in \$10K; we'll use the money we made from Ghost Walk. Bill will present to the council soon. Parks people, Colorado Preservation, the neighborhood all involved. This will take all of Bill's time. Everyone else will need to step up and help elsewhere; particularly the auction in the spring.

Barry motioned to provide the \$10K for the grant. Clara seconded. Motion carried unanimously. Additional discussion. Rob would like to make money out of it. We see money going out but none coming in (no cash in hand). This is not a fundraiser. It's the historical society doing its job to maintain the history. Is there a way to profit from it? We do not believe we can make money on the conservation easement as we are a nonprofit. Rob has concerns. The sense of urgency is difficult. This is \$10K of PR. Same as when the gun was purchased. Deadline is Dec 14. Barry reiterated the motion. Clara seconded. All in favor (unanimous).

The coffee cart would need to be determined based on the conservation easement guidelines. We will call it "It's About time" or "Past Time."

Sharon said we will focus on the three coke ovens that are unique.

Motion to adjourn: Barry; Seconded by Clara. Motion carried. carried.

Meeting adjourned: 6:55 p.m.

Next Board of Directors' Meeting December 21, 2021.

**January 18, 2022
Board Meeting of the
Glenwood Springs Historical Society**

Attending: Bill Kight, Lisa Passmore, Rob Anderson, Clara Miller, Sharon Haller, Barry Dunsdon, Tara Bair, Lacy King.

Absent: Ashley Jammarron.

Meeting opened: 5:28 p.m. Review of the minutes from the November 16th meeting. Motion to approve, Sharon, seconded by Clara. Motion passed.

Brief review of financials. Gift shop did \$4k in sales in 2021! Higher than usual! Question RE the Covid PPP listed in the financials. Explained by Tara. Question re Gross Profit 6155 Cardiff Coke Oven Income in the negative. It was to pay for Colleen the grant writer. Payroll employees another grant expense: \$3,575?? Bill will inquire about this line item. \$33K in operating account. Doc's account will be paid off. \$1,486.47 in the Robert J Young account. Sharon suggests we use that money to pay someone to curate the Storm King artifacts for which the money was given to us. Total in account is \$54K. Motion to Approve financials Barry; seconded by Lacy. We can amend if necessary next month pending answers to questions.

Development Team: We're planning on 3 events. Trivia, Ghostwalk and Gingerbread Contest. Strawberry Days booth offered but decided to pass – more below.

We're still working on logistics for Trivia. More info pending scheduling with John Goss.

Strawberry Days booth offered by Gregg Rippy but we'd still be considered a nonprofit and posted in the nonprofit area per the Chamber. Not good for us. No reason for us to spend money on a booth if we get stuck in the nonprofit area. It does not appear to be worth our time and effort. We may consider doing something in the yard during Strawberry Days; especially if the rumors are true that the parade is being reversed. TBD. We need to acknowledge Gregg Rippy's offer.

Clara graciously consented to continue Ghostwalk. We've penciled in marketing in August for GW. Gingerbread campaign will begin in the middle of GH. Suggesting that any other event outside of these three needs to go through the Dev committee and then they'll vet it and bring it to the board. Bill suggested Doc's birthday in August again. Kevan at Cooper Spirits wants to celebrate docs birthday with us. Needs to come to the Dev. Committee next month. Logistics need to be discussed. Will do a test run of Trivia as plans develop. Potentially another 'open house' at end of year again. Additional details forthcoming.

President Barry: Barry ran into director of spiritual care at VVH. He would be willing to donate a prayer shawl from the knitting group that had been finished by our own June Robinson to put on display in the museum. Board agreed it would be a great addition given the fact that June helped in the making of this particular shawl.

Vice President Clara: Clara's friend is wanting to create a botanical garden; she's on Parks & Rec.

Clara discussed a tree for Louisa Schwartz with her. We had hoped to have a tree at the bridge landing by Hotel Colorado but maybe at her botanical garden instead? She would like to come before our board for a presentation and have a relationship with us and be able to do something with us having influence and input. We should foster this relationship. We could possibly be able to dedicate a tree to Louisa. Nothing else in particular to report today. Glad we're paying off the gun loan and seem to have had a good year all things considered.

Executive Director: Bill presented Barry with final pay off \$5,785.27 for the gun loan. That amount to be confirmed. Congrats and THANK YOU BARRY for the loan! Rob asked if this event was newsworthy? Most said not in the Post Independent but maybe on the website??

Bill went over the status of our grant apps. The National Park Service Save America's Treasures grant is close to 1 million with matching funds. We are working with the City for them donating ADA ramp, extra security lights, getting a tap for water and electricity at Cardiff. The city council will have to approve these contributing services, but we do not expect any issues. This will result in a little 'pocket park' for us for potential public group use. The camera we placed there is working well.

We won \$2K for the social media contest added to the \$18K from Colorado Humanities for a total of \$20K. This money is being used to record first generation Latino stories. Project needs to be done by June 23.

We received \$5K from Alpine (asked for \$10K) for the roof as part of the still active historic assessment grant. Gingerbread money we made paid the grant writer for the SAT grant. Michael Owen is the new History Colorado fund staff we are working with who came in to introduce himself and familiarize himself with our historic assessment grant progress; He also told Suzannah that there are mini-grants available to help her if needed. Historic Assessment grant still in progress.

The leak in the library and in closet 24 was repaired by Bishop Plumbing at the cost of \$3K. We will receive \$50K from City and \$50K from County toward the Cardiff Coke Ovens Grant.

Motion to adjourn: Sharon made the motion and it was seconded by Tara Bair. Motion carried.

Meeting adjourned: 6:14 p.m.

Next Board of Directors' Meeting February 15, 2021.

February 15, 2022
Board Meeting of the
Glenwood Springs Historical Society

Attending: Bill Kight, Lisa Passmore, Clara Miller, Sharon Haller, Barry Dunsdon, Rob Anderson, Tara Bair.

Absent: Ashley Jammaron, Lacy King.

Meeting opened: 5:34 p.m. Review of the minutes from the January 18th meeting. January minutes incorrectly identified Clara's friend; corrected that her friend's name is Laura Speck. Motion to approve by Clara, seconded by Rob. Motion approved.

Brief review of financials. \$74,848.07 in operating account because \$50k is from the City for the Cardiff Ovens project that we will use for matching funds. This money will be kept in the operating account to keep track of it until such time as we begin the project. Doc's acct balance currently \$3,870.31. There is \$10,100 in Colorado Historic Fund/building fund. There is \$1,486.48 in the J. Robert Young / Storm King account. We will put it in operating account to pay Carolyn to finish and curate the Storm King collection (newspaper articles, scrapbooks, photos etc.).

Financials show Jan-Feb 15, 2022, in the negative \$17,141.52 because we do not yet have the City's \$60k in hand. Question posed regarding 6060 Archival and Library expense high from last year (\$3k vs \$200). What is this? Bill will ask. Question about contract labor by Rob; Peggy and Carolyn are contract labor. Additional questions regarding various categories; lawn maintenance etc. Clarified by Bill and Sharon.

Motion to approve financials by Barry, seconded by Clara. Motion carried.

Development Team: Sharon: three of us met and discussed the project presented by Bill (Death for Dinner). It was voted to proceed. Bill explained what he would like to do regarding Katie Bender. He would like to have 5 Members of the Society read the book, meet, and discuss it. Being the first gathering, they would be tasked with what to recommend for donations for the rest of the public if they want to participate in future readings. This book discusses the potential that Katie Bender of Glenwood as portrayed in Ghost Walk may be the same Kate Bender portrayed as a murderer from Kansas. The group would discuss whether she is the same person based on the evidence presented in the book.

Barry made mention to NOT have Katie Bender in Ghost Walk (depending on if Marilee is willing to change her story in Ghost Walk) if we learn that the Death for Dinner book is accurate or not. Brief discussion.

Development Team will communicate via email vs monthly meetings. In-person meetings only when necessary or as an event requires additional discussion.

Development Team decided to acknowledge Gregg Rippy's offer of the booth for Strawberry Days, but we will not be participating in Strawberry Days 2022.

President Barry: Check to Barry; final payment for the gun (we were off a little bit in interest when we paid him last meeting); \$4,789.82 to Barry – if Bill and Sharon would sign the check!! LOL 😊

Barry corrected Bill's column in "It's About Time" regarding the Hot Springs Pool. Also, he read the Chamber of Commerce info on Doc's Museum. The chamber has inaccurate information. Barry would like an accounting of how it was built, who, what, how much time, etc. for the record and posted in Doc's Museum. He has a list of individuals who helped in the effort to create it. The Chamber indicates that Michael Chandler donated all the information and artifacts. Michael's memorabilia and 'artifacts' are replicas. Artifacts contributed by Barry are authentic, although not necessarily related to Doc per se. He did put a couple of marshal badges (replicas) in the case and those have disappeared, shot glasses from Tombstone etc. The posting should list everyone who contributed to Doc's Museum and displayed at the Museum.

Vice President Clara: Bylaws say if you miss three meetings (and do not communicate to the Board that you are unable to attend) you are no longer part of Board. One member has missed most of the meetings held in the past year and has not been present to make decisions or participate in the past events. How do we address it? Sharon suggested we draft a letter on behalf of the Board and send to the Member and keep it on file. Tara suggested consulting with this Member to see if they would like to do something for the Museum in another capacity. Decision to draft a letter.

Executive Director: Save the Coke Ovens Grant; explained by Bill. Bill explains it is always best to have a relationship with someone where you are applying for the grant. The grant was readvertised because there were not enough *eligible* applicants. We learned we are ineligible if the National Register of Historic Places (NRHP) site is not of national significance. The Coke Ovens *are* on the NRHP but are not of national significance. The national significant box had been checked on our original application to the NRHP. The Keeper of the NRHP put only locally significant on the final official form. We inquired what to do next. Michael Owens, of the State Historical Grant office came by the museum and encouraged us to apply for more than one grant. Others from that office suggested we take the money from the City and County and put it toward the State Historical Fund grant this coming fall. We were concerned that we could only have one grant in progress at a time but apparently that is not the case. The Historic Assessment is ongoing. We were told we can apply for the additional money for that project if needed. Bill notified both Debra at the City and Tom at the County Commissioners about our ineligibility regarding the grant. Both told us that because it is for the same project, they would still provide the promised funds. We are on the local landmark register. We will reapply for the Coke Ovens to be of *state* significance in addition to being local significance. Coal from here and our coke ovens were used for coke to be sent to Pueblo and across the state which should justify our ovens being of state significance. We'll continue to pursue all grants available to us.

Humanities grant ongoing; interviews with the Latinos continues.

Nick Daly has been asked to be a new BOD member; he volunteers here. Our next meeting is the annual meeting. He can come to that or a future meeting so that we can meet him.

Carolyn talked to our Shutte expert (Dan Coffey), and he indicates that he is approximately 90% finished with scanning in all negatives etc. Carolyn will continue with cataloging the scans. Hub's collection is also ongoing as Hub's ability allows. Peggy has 230 photos uploaded in Past Perfect from his collection.

Status of inventory has been diverted; we need to get back to it. We have the dining room left on first floor and then can start second floor. We'd like to shift exhibits around and until we know our inventory, we are unable to change out and update displays.

Volunteers are generally at the desk, but if it is not busy, they can participate in other projects. Sharon suggests having volunteers coming in earlier as their schedule allows to get in a couple of hours or so of inventory

before we open so that we can close on time.

The agenda has that Lacy wanted to discuss online donations. We'll table that discussion until next meeting as Lacy was unable to attend this evening.

Tara asked about changes to the member letter. Sharon and Tara are updating the membership letter as a protocol matter. No additional BOD input necessary.

Motion to adjourn: Rob motions; Seconded by Clara. Motion carried.

Meeting adjourned: 6:24 p.m.

Next Board of Directors' Meeting / Annual Meeting March 15, 2021. 5:30 p.m.

March 15, 2022
Annual Board Meeting of the
Glenwood Springs Historical Society

Attending: Bill Kight, Lisa Passmore, Sharon Haller, Barry Dunsdon, Nick Daley, Lacy King

Absent: Rob Anderson, Tara Bair, Clara Miller

Meeting opened: 5:31 p.m. Review of the minutes from the February 15th meeting. Motion to approve by Sharon, seconded by Barry. Motion approved.

Brief review of financials. \$117,855 in operating account. Does not include the \$50K from either the City or County as they are for the Coke Ovens, not operating. Expenses are \$133,855. Bill and Sharon went over last three years of P&L. In the last 3 years we've made close to \$25k per year in profit. Barry says Doc's admissions are closer to \$17K than \$8K (add \$9K) – based on the five-year average. Donations have been down the last couple of years. \$8,552.13 in 2020, \$10,537.83 in 2019, \$2,946.45 2021. Something may be off there. Bill will verify (Pandemic??). Grant income 2019 \$13K, 2020 \$24K, 2021 \$9800. Some of that early money was pandemic money. We did get another newspaper grant to get rest of Daily Avalanche scanned (we put in a small portion). Doesn't include \$20K for Colorado Humanities for Hispanic History project. Funds/donations vary based on part being earmarked for certain projects. Bill asked to have this year's budget approved. Need to accept Nick Daley as a board member to have a quorum to vote on approving the budget. Proceed to interview Nick Daley. Nick Daley approved as new Board Member. Motion to approve budget by Sharon; seconded by Lacy. Motion approved.

Development Team: Discussion on Trivia Night. Trivia Night set for Thursday, April 7, 2022, 6:30PM. John Goss would like for us to use "full bar and menu available" in all PR. Lisa is working on questions and other logistics. Ashley should have forwarded the poster templates to the museum; Bill or Sharon will forward to Lacy to do the flyer. Lisa will get details to Lacy ASAP. Bill and John Goss will emcee the event. Doors open at 6:30 for cocktails; possibly have an icebreaker game while people are getting settled (TBD).

President Barry: Guns from 3rd floor to Docs. WWII memorabilia to fill the case where guns were. Cover it until Memorial day?? Concept for promoting it...details to follow. Barry's WWII may be able to complement Kylie Fishman's capstone project currently on display when we move it upstairs to display the new capstone project being prepped.

Vice President Clara: Clara unable to attend the meeting.

Executive Director: Humanities Grant: Interview scheduled with 80-year-old Hispanic gentleman in Silt; we have four names for interviews. Once rolling, believe it will gain steam. Some are hesitant because they were illegal at one point. Will learn more as time goes; we have until End of June to get this done. Have some display items as well. Looking into additional display options and spending the grant money before end of June. Historical Assessment Grant continuing into fall as grant people said we could apply for mini grant if we need more help to get the assessment done.

Lacy: online donation. Learned about Give Better which is a way to put campaigns within your non profit donation portal; we can have a specific campaign involved within the donation portal. She'll discuss with Angela before the Board decides. May be easier for donations with a recurring option. Angela no longer

helping with membership. Lacy will discuss with Sharon and Tara and keep us up to date.

Motion to adjourn: Sharon motions; Seconded by Lacy. Motion carried.

Meeting adjourned: 6:08 p.m.

Next Board of Directors' Meeting April 12, 2022. 5:30 p.m.

April 19, 2022
Board Meeting of the
Glenwood Springs Historical Society

Attending: Lisa Passmore, Sharon Haller, Barry Dunsdon, Nick Daley, Lacy King, Tara Bair, Rob Anderson, Clara Miller.

Absent: Bill Kight

Meeting opened: 5:42 p.m. Review of the minutes from the March 15th meeting. Motion to approve by Tara, seconded by Sharon. Motion carried.

Brief review of financials. Individual review. No questions posed. Remember the negative \$1,000 is really a positive \$1,000. Motion to approve financials by Sharon, seconded by Lacy. Motion carried. (If any questions arise, we will discuss at next month's meeting.)

Development Team: Email communications have been going well and everyone approves. Trivia event discussed. The event raised around \$1,000 (\$300 of that was the prize money donated back to the Museum by the winners). Lacy liked the idea of quarterly trivia events to keep excitement up and engagement of people. We can also focus on other events as well. Barry agreed. Nick suggested limiting to three rounds vs. four. Suggested to end at 9PM. The general consensus that attended was that it was a lot of fun and folks would come again. It was discussed to have just historical trivia – nothing else. Nick and Tara suggested 75/25 or 80/20 history vs non historical questions.

Current ongoing project are the Auction and potential booth at the Caverns (discussed below). Regarding the auction, Rob said we are still collecting artifacts that we want to sell. Decision on method of sale?? A lot discussed, not nailed down yet. We do have software that we purchased so we should use it. Rob said they are gathering items then will proceed to sell. Carolyn or someone else should help Rob with the computer end of it if we decide to use the online format. Rob felt the online site was cumbersome and did not feel we would make much money on it. Rob posed the question as to how/why Carolyn decides what items should be kept vs. items put into the auction, etc. Brief discussion regarding accession and deaccessioning of items. Rob felt Roaring Fork Marketplace for some of the larger, heavier, local items would be appropriate. It was agreed that we would start with RF Swap and see how we do. We can always do the online auction at a later date. The Board decided that we will direct Carolyn as to how we would like her to help with this endeavor.

Bill is having knee surgery on May 6 which throws our schedule out of whack. Sharon sent out info to the volunteers to cover days during Bill's absence along with Nick and Lisa's absence. Tara will do May 25th and possibly the 11th. Clara will look at her schedule and get back to Sharon as well.

President Barry: Barry has \$3k investment in Doc's museum. He has no use for the stuff at his house. He can either donate it to the museum and/or trade for something the museum has. He specifically mentioned a gun currently not being displayed that is in the closet. It was acquired from someone in Albuquerque NM. He would like the board to consider trading it for the items currently in docs that were his. We will vote at a later date.

Vice President Clara: Caverns offered us a table and tent from 11-3 on Saturday July 9, 2022 to open the new roller coaster being named Defiance. Clara is still working on getting re-enactors for the event. She is looking into having some items to sell (T-shirts, T-towels, prints of some sort, etc.). Development team will discuss further. We would have items for sale and, if possible, have the Caverns purchase anything leftover to sell at their discretion. We then would not have to store these items.

The woman in charge of the event wanted to pay re-enactors. Sharon quoted \$100 per person. Tara suggested high school drama kids. To date, Ms. McGraith has been difficult to work with and prohibited the kids to participate in other productions. It is believed that she will retire at the end of this year so we would reach back out to the high school for actors and CMC as well.

Clara's mother provided us a form for events so we could detail particulars and budgets etc. Thank you Clara's Mom!

Executive Director: Not in attendance tonight.

Motion to adjourn: Sharon motions; Seconded by Tara. Motion carried.

Meeting adjourned: 6:30 p.m.

Next Board of Directors' Meeting May 17, 2022. 5:30 p.m.

June 21, 2022
Board Meeting of the
Glenwood Springs Historical Society

Attending: Bill Kight, Lisa Passmore, Sharon Haller, Barry Dunsdon, Nick Daley, Lacy King, Clara Miller, Tara Bair, Rob Anderson.

Absent: All present.

Meeting opened: 5:27 p.m. Review of the minutes from the April 19th meeting. Bill had questions about the last sentence in the minutes regarding Carolyn and that the Board will direct Carolyn on the work she does. To clarify, Bill instructs Carolyn regarding her work. Bill also thanked the Board for the time to heal after his surgery. Motion to approve minutes, with the change RE Bill and Carolyn, by Barry, seconded by Nick. Motion carried.

Brief review of financials. Assets: comparisons. First six months this year vs last year \$103K is not really that great -- \$50K of that is designated for Coke Ovens project, \$10K dedicated to drafting the report and management plan for South Canyon. So, technically, we are down from 2021. We had hoped the sale of auction items would help supplement the income. Doc Holliday gun account – P&L shows it under “donation” which is inaccurate. Comparison w/2021 P&L. Brief discussion. Small issue w/Bullocks not selling tickets vs putting money in donation box. We will change the sign on the box to help our accounting. Tara had a question about significant difference in archival and library expense. This could possibly be the digitizing of the newspapers. Bill will investigate it and confirm. The grant income minus is that we are spending it for interviews for the Latino project. This project is ongoing. Motion to approve by Sharon. Seconded by Clara. Motion carried.

Development Team: Trivia Night scheduled for Thursday, July 28. We will start at 6PM; charge \$10/person. Clara discussed the July 9th event at the Caverns. We were not able to get re-enactors. We will do a display of early caverns and town history when Glenwood Springs was known as Defiance. Posterboard with photos on Fairy Caves to display. Clara will investigate additional artifacts and documentary info. We will have T-shirts (?) which in the past were not remarkably successful. Clara will review it more and get back to Bill with the plan and costs. Need to decide within the next couple of days to get order in. Clara is willing to front the cost (or a portion) of the cost of the shirts. T-towels also proposed as a sale item.

President Barry: Barry entered a golf tournament on behalf of the GSHS. Team did very well – 10 under par! GSHS received good PR. Lacy will post on Facebook. Barry brought in a gun – had it appraised. It has a damask barrel. By the serial number we said it was 1872 (on our ticket) appraiser says 1840-1850. The gun should not be shot -- it takes a special shell. It appraised at \$1500-\$2000. We have 17 pgs. of provenance on the gun. We have it at \$2500 (that includes a second barrel). Barry offered to donate everything he had at Docs in exchange. Barry has two signs in the windows (\$350-400 ea.), two saloon doors \$180, replica 1860 Winchester on it; the Faro table with chairs, Union Pacific spittoon, and oil lantern (clear crystal) and cigar cutter. Two badges that are MIA, six shot glasses. Sharon suggested the Board ponder the offer.

Barry asked about the story (plaque) about building Doc’s museum. The guy who put floor in is Scott (?); the guy who did log wall (?). Bill and Barry will discuss details.

Vice President Clara: No additional info other than July 9th event. She will be reaching out to Ghosts in the near term. Clara would like to meet with the new director at the high school (Amy Moritz).

Executive Director: Colorado Humanities grant has been extended. The Historic Assessment sent last night and to the historic folks as well -- today was the deadline. Fantastic job by Susanna. She finished it on our deadline of 6/21/22. We will ask money from the grantee to pay Susanna. Bill requests a \$50/mo. (\$25/person/pay period) phone allowance. He believes 90% of use is for museum business. Bill had to replace his phone. Bill suggests we not have monthly meeting thru the rest of summer. Additional discussion on this front. We will not meet as a Board for July. Rob likes meeting monthly – when two months pass sometimes it is difficult to recall what had been discussed. We can ‘cherry pick’ months that may not need to meet as a board. We can send out an email with financials and if there are questions, we can discuss via email and meet if necessary.

Sharon went to Hubs exhibit at Renew. She discussed with Peggy Vidakovich and Mrs. Jackson about going to Renew to have historical discussions and record stories. All in favor to get with Renew activities director to make a plan.

Motion to adjourn: Lacy motions; Seconded by Clara. Motion carried.

Meeting adjourned: 6:30 p.m.

Next Board of Directors’ Meeting August 16, 2022. 5:30 p.m.

August 16, 2022
Board Meeting of the
Glenwood Springs Historical Society

Attending: Bill Kight, Lisa Passmore, Sharon Haller, Barry Dunsdon, Nick Daley, Lacy King, Clara Miller, Tara Bair, Rob Anderson.

Absent: All present.

Meeting opened: Secretary arrived late. Meeting in progress.

Brief review of financials. Discussion of financials in progress. Brief discussion of Doc's revenues (ticket sales vs donations). No other issues of concern. Motion to approve financials: Sharon. Seconded by Lacy. Motion approved.

President Barry: Nothing to discuss currently.

Development Team: Rob discussed **auction** status and items. Because of the variety of items and their values, or lack thereof, an auction or yard sale does not seem logical. He spoke to David at the Pawn Shop next to the coffee shop. David is interested in having our items; he uses eBay so we can see sale prices. He gets a lot of tourist traffic and interest in "our kinds" of items at times. He has three options: outright buy items from us; 10% on consignment, or list items on his eBay site. Using eBay would be 60/40 or 50/50 split (TBD). Dave does not have a particular preference. Brief discussion on this front. Peggy V would like to do a yard sale. Items would need curated to decide yard sale vs pawn shop. Because of the economy, household items do not really sell well at the pawn shop so those items can be for the yard sale. For eBay, Buyers pay shipping on anything purchased. If we choose to use Dave and his eBay, it takes the administration, packing, shipping, etc. off our plate. The consensus is to do a trial run, i.e., take Dave a few items and see how it goes. Rob will do administration, get items to Dave, and report back to the Board on progress. **Bill motioned to proceed;** seconded by Barry. Motion carried.

Vice President Clara: Clara discussed **Ghost Walk**. Everyone on schedule for Ghost Walk. Clara asked Bill to reach out to Alpine for sponsorship. Dates will be last two weekends (Friday/Saturday) of October 21-22 and 28-29th. Tara mentioned putting items in bank showcase to "advertise." Will do that first week of October when tickets go on sale. Lacy reached out to Amy (high school drama director) but has not heard back yet. We do have new ghosts. Clara's following up on others. Nick's wife Karla will contact CMC drama department regarding their theater department and Ghost Walk (likely for next season, not upcoming). Nick/Karla will keep us apprised. Former VP Cochran was affiliated with the Ghost Walk so we have a relationship there. We would like to work with CMC so theater students get "college credit" for their participation. Karla would like to be a ghost as well. Clara will reach out to her. Bill asked Clara to call Marilee. She will do so.

Lacy: Gingerbread Contest. It takes a long time for people to work on the gingerbread houses so she would like to start the process of advertising now. Do we have to use Yapsody? (sp?) Can we use Wick site? She believes she can set up a form to get early contributions. Clara can set up Yapsody now. \$25 entry or more? \$25/entry decided. Lacy will email Annie at City regarding sponsorships. Suggested a lunch with her to discuss further. Also suggested a development meeting to discuss event in detail.

Lacy: Trivia Night. If John is offering the venue, could we utilize it other than for trivia? Since elderly folks cannot attend ghost walk, could we have ghosts do their stories at Vaudeville instead of Trivia Night? Brief discussion. Difficult to make it worthwhile for John. Also, we would like to try to build/develop Trivia as a regular event. To be discussed further at next development meeting.

Executive Director: State historical fund grant. We have found a grant writer for this project. It will cost just under \$5K. It is currently unfunded. Donations welcome to fund this effort. Bill will work on PR plan. He is arranging meetings with GWS council members to discuss (in advance) asking for \$120K (so they are not surprised at the formal meeting). Bill asked that the BOD be at this meeting. **He will let us know date and time.**

There will be a Glenwood Springs Comprehensive Plan Update Open House on Thursday, August 25th 11:30-1:30 and 5:30-7:30. Everyone is encouraged to attend.

Motion to adjourn: Barry motions; Seconded by Clara. Motion carried.

Meeting adjourned: 6:20 p.m.

Next Board of Directors' Meeting October 18, 2022. 5:30 p.m.

Development meeting on September 13, 2022. 5:30PM

Note from 3-07-2023 in conversion of minutes from MS Word to Adobe PDF for GWS City Council request:
The highlighted area shows a mistake in taking the minutes or transcribing them as the Executive Director cannot make motions or approve anything since he works for the BOD.

September 6, 2022
Emergency Board Meeting of the
Glenwood Springs Historical Society

Attending: Bill Kight, Lisa Passmore, Sharon Haller, Barry Dunsdon, Nick Daley, Clara Miller, Tara Bair, Rob Anderson, Lacy King via conference call.

Meeting opened: 5:29 by Bill. Emergency meeting to discuss our budget and asking for money from COGS Council. We present to COGS Council on October 27, 2022. Deadline to have information to them is September 15, 2022.

Martha Cochran, volunteer and formerly of Aspen Valley Land Trust, advised to “ask for what you need” versus “what you want.”

The subject of added funding has been recommended in the past, but it was not the time or place. Now is the time and place. Bill intends to leave the Executive Director position in a year. He will prepare a secession plan to that end. Before he leaves the position, he wants to secure funding from COGS.

Bill went over the talking points from the Tax Initiative Steering Committee (handout to all). The First was the Museum Director position being \$50-75K/year with benefits (it is not currently). Second is Assistant Director salary (which we do not have) of \$25-50k/year. Third was to expand the registrar position (we have an Archivist); Fourth is expanding the museum physically. We are not currently able to do that at this time. Alternatively, satellite locations. If we can eliminate the need for someone to open/close each location, we may discuss that option again. For now, the one satellite location (Doc’s) proves to be difficult to maintain. Fifth is the Coke Oven project (originally scheduled in 1998) – we are on that now. Sixth is to add a living history property (we are not there – need to postpone that). Seventh is a new tax percentage – looking for minimum \$125K/year for salaries and running of the museum.

It is not clear why the City does not support the history of Glenwood when everything here is based on history.

Bill opens the floor to Questions / Opinions / Talking Points for the October 27 Meeting:

Rob asked if we prepared the city tax or if the city did it. It was Bob Zanella’s plan from 2017. The tax went primarily to the Arts Council. That’s why we created the proposal back then. The City has put \$200K to the A&I tax. We propose that the historical society get a percentage as well vs. the flat \$60k from the past. The mechanism has been in place since 1991. They put us in Acquisitions and Improvements (A&I) tax. **We need to convince them that it is time for the City to support us – we have proven ourselves with our past performance.**

We do not believe that the Arts Council is on the A&I budget at this time. Now the Arts Center staff are City Employees. The Arts Council no longer exists as it once was (after their “unfortunate situation”). The Arts Council exists on a smaller scale. We are unsure if the Arts Center still gets money from A&I.

The citizens came together and put the Historical Society/Museum in the tax in 1998. We took part in the campaign to re-up the tax. If it had only been GWS, it would have passed. Opening it to Garfield County kept it from being passed. **The citizens of GWS want their history maintained.**

We are currently getting \$60K from the A&I tax. We originally thought to ask for another \$60k. Is that enough? No.

Review of the budget. Based on our budget, we need more than \$120k.

- We must explain the history of the Historical Society and the City's relationship and A&I Tax.
 - How/When/Why it originated
- The tax was formulated in the eighties, taking effect in 1998.
 - The A&I is based on the priority of the projects.
 - A council decides—if we are not very well connected politically, and never question them, we do not get added funds.
 - The community center was built on the A&I plus donations.
- When our revenue came from the A&I, we flatlined and were stagnant with no increases while their tax revenue continued to grow. The city continued to get more and more money, but we did not.
 - The Center for the Arts continued to get more funding.
 - We have been in survival mode – we need more. We need to thrive and grow. We've done all that we can do with what we've been given.
- History was second to Rivers for the Comprehensive Plan for the City.
- Nick discussed where he thinks we should add to the budget:
 - Salaries \$40k to Archivist, Director to \$100K, Assistant Dir. to \$50K
 - Repairs and maintenance – we need help.
- We cannot rely on grants for everything – especially operating expenses.
 - Grants cost us money too.
 - For many of our projects, we must obtain a grant to pay a grant writer to write a grant for each project.
 - We do not have a “normal” business to take out a loan for the building maintenance.
 - Can we take the number from the assessment to get a number needed for money for the building? (Tony Hershey was on board at Bill's meeting – hopefully he will continue with that thought.)
- The City just bumped salaries for their people 5%. (per Tara).
 - What about our people?
- We increase assets so we need to increase our expense budget.
 - Insurance
 - Security
- Our costs continue to increase while our budget has not.
 - Utilities – heat went up 30% this past spring

What should we ask for?? \$250K? \$300k? More?

Next step is for Bill and Angela to put together two budgets; the one presented 5 years ago when “it wasn’t the right time” to ask; and the one we **need** to have accepted now.

There is not any “fat” in our budget --- we cannot really trim anything. We are bare bones as it is and have been surviving but also struggling.

If questioned about raising our memberships or entrance fees:

- We are a not-for-profit entity.
 - We provide an affordable service to the public – both locals and tourists
 - We are the best deal in town at \$5/person.
 - We provide educational tours for schools (both teachers and students).
 - Memberships do not work the same any longer

If asked if we could do more events – yes.

- Can we? Not without more money.
- We are VOLUNTEER based.
 - We do not pay anyone for our current fundraisers (Ghost Walk, Gingerbread, Trivia Night)
 - Daily desk help to keep the museum open to the public is ALL volunteer
- Need more money for PR and Marketing to have better/more fundraisers.

BOARD INPUT:

Sharon: We need to ask for \$400K - \$435K.

Nick: Reiterates his earlier suggestions for the salaries and especially the repairs and maintenance for the building itself. All areas can be “bumped up,” but those especially. \$400K+ based on our discussions.

Tara: Agrees with all. The City needs to support the Historical Society as much as it supports others (Arts Center).

Clara: Agrees with all—increase all aspects of the budget. Estimate high so we have some negotiation room if necessary.

Rob: Questions our income compared to Aspen. They are subsidized by taxes. How much is the city (GWS) dumping into arts and how much to us?? Who is on the A&I committee?? We are not really utilizing the history we have – marketing – as well as we could. **What can we do to prove that this benefits everyone?**

Barry: Agrees with all and he will get us the survey results from the City: 97% of GWS support history.

Lacy: Agrees with everyone. Clara made good point of increase in tax, but we did not get any increases. We as Board Members should write to council on our own. Suggested a local campaign – not enough time – deadline is 9/15/22.

Lisa: Agrees to increase all aspects of our current budget to justify the \$400-\$435K – salaries and building

maintenance for sure – other smaller areas (utilities, more of a marketing budget etc.) should not be ignored. Building maintenance is a big one – how much money did our Building Assessment say we needed for the building? Start with that figure and go up from there.

Bill:

- Can we “embarrass” the City enough by telling them we serve the public and the public wants history?
- All of Glenwood is “historical,” the Pool, Hotel Colorado, Hotel Denver, Vapor Caves, etc. Without our history, we are just someplace people drive through to get to Aspen.
- There are multiple surveys/information that the citizens of Glenwood want to preserve and support history:
 - The original passing of the tax to begin with;
 - The City’s Comprehensive Plan;
 - Survey that Barry will supply
- The mechanism for funding is in place – not sure why the City chooses to ignore that.

Everyone should plan to be at the meeting to present this on October 27.

Motion to adjourn: Sharon motions; Seconded by Nick. Motion carried.

Meeting adjourned: 6:20 p.m.

Next Board of Directors’ Meeting October 18, 2022. 5:30 p.m.

October 18, 2022
Board Meeting of the
Glenwood Springs Historical Society

Attending: Bill Kight, Lisa Passmore, Sharon Haller, Barry Dunsdon, Clara Miller, Lacy King, Tara Bair.

Absent: Nick Daley, Rob Anderson.

Meeting opened: 5:30 by Barry.

Review/Approval of Minutes: Motion to Approve by Clara, seconded by Tara. Motion carried.

Review of Financials: Operations account \$57,915.68 (\$50K of that is the grant); we are down to \$7k in middle of October. We have not printed out P&L as Angela (bookkeeper) tested positive for Covid. Ghost Walk is the next two weeks and will give us a little boost financially; also, Gingerbread event to add yet. Docs brought in \$808 for first half of October. Doc's account will go into our general fund now that we've paid the gun. Open to questions. None.

Development Team: Jury still out on the auction. No results with what we have at the pawn shop. We are looking at spring doing garage sale (will take that long to determine everything in the sale is de-accessioned and appropriate to sell). Peggy V is interested in doing the yard sale and being point for that event. Barry will help Peggy.

Ted Edmonds has successfully scanned every document in the four-drawer file cabinet so we can get rid of that now. It took about five months, but it was accomplished! Thanks Ted!!

Clara: **Ghost Walk:** There are a few last-minute changes. Clara will be performing. She will be unable to make any decisions while performing. Barry will make decisions if necessary. We will have four ghosts per weekend. A little slim, but those scheduled had family emergency. We will have \$100 in the cash box for any lanterns that we sell. Clara will make notes on the printouts. She moved a few people around. She will keep us apprised of any other changes. We are not going to be able to take credit card because no wi-fi for tickets. Barry to pick up tubs to go to top of the hill on Friday at 3PM; Clara cleaned all the glass that needed it and got rid of anything broken. We have enough fuel to get through first weekend. Clara will make a list of other needs. We still need cider and wet wipes. Lisa to be at the bottom of the hill at 5:30PM to set up heaters and tables. Tara asked to guide a tour this coming weekend; Saturday 6:30PM. Lacy to guide the 7:15 tour. Bill will contact Chad at the city to have the lights on at the trail head. Porta Potty is still there. Clara will make sure it does not need serviced. Maybe the City asked for it to stay?? We have not been billed for it.

Lacy: **Gingerbread Contest:** We have made a connection with Annie at the Art Center, but we have not heard back from her. She is excited about the event, but we do not have confirmation. Kids will decorate at the Arts Center the weekend before. They will supply all the stuff needed for the kids. The kids who pay for the Arts Center event can participate in the contest the following weekend. Numbers are slim now; we expect to get more. Brief discussion of additional PR: Community Connections with KMTS to promote?? Ray from Post Independent story like last year? He is with Citizen's Telegram now. Bill will look into the PR for it. Bill asked to be judge; he declined. Annie will be a judge. Art Teacher for middle school and last year's people's choice (Grandma and Grandpa will help her) and Carolyn from museum will be judges. Lacy would

like to have more volunteers to keep watch over everything. Tara said she would help. \$5 at the door to preview and have a vote per person. This may pose a problem. Discussion RE how to charge for families that all may not want to pay \$5, or all may not want to vote. Family of five \$20 for four votes (deal) to compromise with the families. We will need the card reader. Additional discussion about signage and placement. Separate meeting to discuss further.

President Barry: \$4,500 invested by Barry to create Doc's. From the day we opened and forward, another \$2k for the museum, signs, doors, farrow game, lanterns, and additional items. He proposed taking the shot gun (appraised \$2k-\$2,500). Motion to approve by Sharon, seconded by Lacy. All in favor. Motion carried. Barry can have the gun. Thank you, Barry, for all the work and materials for Docs!

Vice President Clara: Nothing additional beyond Ghost Walk discussed above.

Executive Director: Grant Status: Shelley turned in our grant; we would know end of month if we got it. If we did not, we go back to the drawing board. He is optimistic. Western Colorado Community F. dation \$3K to pay for publication of the cemetery booklet and downtown walking tour. Talked to Stacy at Gran Farnum. She was afraid if we waited any longer, we would not get the paper. Right now, it is slim because of the political flyers. We went ahead and ordered them; she said we can wait to pay until we know if we get the grant. Lisa Langer at tourist office paid a portion of the cost two years ago; can this year?? She has \$1,800 in printing fund that may help.

Please read #5 of the handouts. This relates to the amount of money the Ordinance #27 from October 5, 1991, allocated to us. Based on amount of tax collected, Bill is planning to ask for what we should be getting which is 2% or \$119,999. The City requested the Historical Society attend a "work session" and not the upcoming public meeting. Bill plans to take our attorney Bob Noone with him as the Ordinance was entered into law. We are asking for the 2% owed to us. Bill and Bob will meet with the City Council on November 17.

Bill notified the Board that he will be leaving his position in the near term. He discussed with Clara taking over his position. She is currently unable to leave the stability of her current job because of her current benefits. We would have to make sure the money is there for her or any future director. Brief discussion RE lack of funding and the future of Frontier Museum; what happens to the building if we disband? Sell it? Who gets the money? Members?

Bill is preparing for the meeting with the City. He hopes Bob Noone can attend with him. Clara asked if there is anything additional from the Board to this effort? Bill said not at this time.

General question RE Art Center and Community Center getting funds from the City. What about us?

Brief discussion RE Holloway House. Bill would like to continue in this effort before he leaves the position. AVLT is interested in a life estate for Ms. Holloway. The City wants the Historical Society to save the Holloway House (behind Qdoba) but is not willing to support us to save the museum itself. The first woman judge in Colorado is a Holloway and built the house. It has its own history. Bill will keep the Board apprised of developments regarding the Holloway House matter.

Motion to adjourn: Sharon motions; Seconded by Lacy. Motion carried.

Meeting adjourned: 6:20 p.m.

November 22, 2022
Board Meeting of the
Glenwood Springs Historical Society

Attending: Bill Kight, Lisa Passmore, Sharon Haller, Barry Dunsdon, Clara Miller, Nick Daley, Rob Anderson, Guest Daniel Messer, Tara Bair. Welcome Daniel Messer.

Absent: Lacy King.

Meeting opened: 5:26 p.m. by Barry.

Review/Approval of Minutes: Motion to Approve by Rob, seconded by Clara. Motion carried.

Review of Financials: Operations account \$53,931.99 (\$50K of that is the COGS grant we are applying for with History Colorado); The building account (Colorado Historic Fund) is \$35,100 for a total of \$89,031.99 in both accounts. This doesn't include what Ghost Walk generated and Gingerbread Competition is this coming Friday.

Development Team: Ghost Walk made \$12K plus the \$500 donation from Alpine (total \$12,500). Expenses were \$237.

Gingerbread Contest: Lacy has 24 competitors registered. Volunteers need to be there 4-4:30PM. Square use for charges is up and running. Lacy is organized and under control but needs additional support.

On 8th of December, we will be showing the video produced by the Colorado Humanities grant for which we received \$20K grant. Daniel has helped with the poster to be distributed. A bigger one will be created.

President Barry: 500 lbs. of trash taken out of the coke ovens. We can't identify who it was. Camera was stolen.

We have an application from Daniel to become a board member. Open to questions for Daniel. Daniel has a bachelors' degree in history at Southern Illinois University. He has a graduate degree in library science.

Bill and Daniel excused themselves. Open for vote. Sharon motioned to accept Daniel as new Board Member. Seconded by Nick. Unanimous to approve Daniel to the board.

Executive Director: Nick Daley presented our request for funding in front of City Council. We were postponed until December 7th for the Financial Advisory Board meeting. Bill spoke to someone on the FAB board. We were instructed that we did not need to provide any additional information to FAB. Board consists of Charlie Willman, Steve Beckley, Chris Henny (Pres of Downtown Development Authority), and two people we do not know. Bill will attend alone on the 7th. Bill requests full support of the board (given) to proceed as discussed. Bill spoke to the acting City Manager while determining the budget months ago asking for \$120K. He will let us know what he learns after the December 7th meeting.

Basic business: David King winterized swamp cooler (thanks David!). We need to winterize the rest of the museum. We need to replace the gutters. Sharon suggested we contact someone to build/install gutters using building fund monies. Heat tape is there when ready.

We have two brochures that we need to have reprinted. We need to reapply immediately for help with funding from Western Colo Community Foundation to reprint. Filled out new application to get money (\$1800) as tourism people have paid half of the bill for reprinting.

Barry paid the \$400 difference in the gun vs what he contributed to Doc's museum (materials).

Vice President Clara: Asked if there is any additional things the Board can do to help Bill in the effort for City funding? Not at this time. Bill will let us know.

Motion to adjourn: Sharon motions; Seconded by Tara. Motion carried.

Meeting adjourned: 6 p.m.

Next Board of Directors' Meeting **December 13, 2022. 5:30 p.m.**

Brief Development Team Meeting following BOD meeting.

Post Ghost Walk discussion:

- Possibly up the schedule from end of October to mid-October?
- Will possibly have "open" casting call for more actors. Lacy knows new drama teacher at high school.
- We have a Ghost Walk email already established. Need to put it on the website. Clara would field those inquiries.
- Clara would like for some Ghost Walk money go toward lanterns and shepherd's crooks. Most Guides do not really use the lanterns. Will revisit that and make necessary changes for guides as well as lighting in the cemetery.
- Need to continue working with parks and rec on maintenance for the trail. We have a lot of ideas we would like to discuss with the City.
- A great deal of people that come to Glenwood go to Doc's grave. The info sign needs replaced. A LOT of work needs to be done. It is not our responsibility to fix Linwood – it belongs to the City. We were asked to apply for a grant. Not our responsibility. Will discuss further with Chad (our contact) with the City. He is in charge of trails for the Parks and Rec department.
- Homeless situation is still a problem at the cemetery. Clara is uncomfortable with Ghosts being in Potter's Field due to trash and other items left up there.
- Rob discussed charging for people to go up to Linwood. Brief discussion regarding a donation box, staffing and potential problems charging on City's property. Theoretically "we" could take it over

(lease it) from the City.

- Daniel suggested a case by case basis having guided tours for which we charge. Bill will ask the City if it is possible for us to lease the cemetery \$1/.year and charge money for people to visit the grave. Rob suggested a business plan. He will prepare and provide to Bill for presentation to City.
- Lisa suggested the City add Linwood to the other “parks” on their website that can be reserved. The Historical Society could reserve the cemetery on Ghost Walk nights from 5-10PM to reduce the number of people going up during our fundraiser without paying for the ghosts. A sandwich board sign could be posted at the trailhead to this effect.
- Many issues presented that can be expanded upon. Bill would like a written list of ideas to be discussed with the City as necessary.
- We will discuss these and other Ghost Walk ideas next summer.

December 13, 2022
Board Meeting of the
Glenwood Springs Historical Society

Attending: Bill Kight, Lisa Passmore, Sharon Haller, Barry Dunsdon, Clara Miller, Nick Daley, Daniel Messer, Rob Anderson, Tara Bair, Lacy King.

Absent:

Meeting opened: 5:26 p.m. by Barry.

Review/Approval of Minutes: Motion to Approve by Clara, seconded by Tara. Motion carried.

Review of Financials: Operations account \$49,367.72 (\$50K of that is the COGS grant we received for the Coke ovens); We have funds that we must spend on Coke ovens. The building account (Colorado Historic Fund) is \$35,100 for a total of \$84,460.72 in both accounts. Bill has a copy of the financials (printer is being difficult). He'll share P&L with anyone wanting them. We received approx. \$2,300 from Colorado Gives. It has a much better format now and more user-friendly. Gingerbread made \$2,300. Great job Lacy!

Brief discussion of board meeting etiquette.

Development Team: Gingerbread Contest: Overall a success. Development Team will meet for a brief meeting after BOD to discuss details and future contests.

Rob; Pawn brokers. We have miscellaneous items at the pawn shop. He is re-evaluating. We have not made much if any money on the project. He has resigned from being the chair of the project. We will proceed with the yard sale at the first of the year to determine items remaining and setting up a yard sale this spring, weather permitting.

President Barry: No new business.

Executive Director: Nuestra Historias was successful. About 30 ppl attended. A lot of interest. A lot of conversation afterward. Positive feedback. We applied for funds from Western Colo Community Foundation for half of the cost to reprint walking tour books and cemetery brochure.

Meeting tomorrow – Bill is ready. Will review tonight. Meeting early a.m. tomorrow. It's 50/50; unsure what to expect. He will let us know what the advisory board decides – it will then go back to the City Council so we won't know anything for some time. He will reiterate the details of the ordinance. Clara questioned the legality of the ordinance if that helps us. Bill explained. The council dropped the less than no more than 2% of A&I yearly tax for museum from the renewal of the ordinance. Nick explained the language of the ordinance for "maintaining" the operation of the museum. Rob, Barry, and Nick will attend with Bill. Fingers crossed for a positive outcome.

Annual meeting – when? Jan, Feb, March? Last year was March. Vote to keep in March. All approved.

Vice President Clara: No new business.

Other business? Museum still needs to be winterized. We need to shore up the doors. Barry will look into filling the gaps at the doors. Historic assessment grant is now complete. Suzanna volunteered to come to BOD meeting to help strategize or having a committee (not full board). Colo Humanities had large article on Sand Creek Massacre FYI for Bill and Kate.

Motion to adjourn: Sharon motions; seconded by Clara. Motion carried.

Meeting adjourned: 5:44 p.m.

Next Board of Directors Meeting **January 17, 2023. 5:30 p.m.**

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Brief Development Team Meeting following BOD meeting.

**Gingerbread.**

- Thanks to all who helped and to Hotel Colorado for giving us the space. Lacy is disappointed in the structure of the event (not really a community event now). Lacy would like to revisit the venue option -- maybe the library and coordinate with Centennial Park event w/Santa? Not much money made for the work involved.
- We have little ability to manage the crowd. No control over volume. Too hard to monitor (a lot of people push through without paying).
- Possibly having it at the hotel but then moving to Library for a weekend so more people can enjoy the event.
- Clara mentioned having multiple donation buckets vs. charging a specific amount.
- Must be clear that monies are for the historical society vs a specific project.
- The Hotel Colorado has its advantages and disadvantages – great number of people, but also a zoo. Difficult to navigate.
- Brief discussion of various options; Hotel Colo, library, kids entries/family entries etc.
- Nick suggested each entry has a bucket – most money wins. All agreed that is a good idea; no collection at the door, no need to use credit cards (saves time and opens up the entry); whichever entry has the most money wins People’s Choice. Will still have judges for 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> places.

We need a bit more communication all around. We’ve had some issues not meeting regularly so Sharon advised to meet monthly again.

Discussion of all topics; lots of great ideas to contemplate.

Discussion of upcoming Development Team meetings; Clara suggested we need a fundraiser each quarter vs

all at the end of the year.

Lacy said we could discuss Strawberry Days again.

Tara said Alpine bank gets a table at Strawberry Days – maybe they could donate the booth? It would depend if the Chamber forces us to be with the other non-profits regardless of a donated booth elsewhere (Alpine or Gregg Rippy offer).

## Responses to Questions from Mayor Godes

1. Why does the Historical Society consistently list "land and buildings" at only \$10,000 on line 23 of the 990's since at least 2016, and on your Balance Sheet under "land improvements" when the museum building itself is an asset that is possibly worth at least \$700k? The Schedule O attachment on the 990 returns (where an explanation would be found) is silent on this.

***That figure represents land and building improvements as I understand it, not the building itself. And much of the building valuation has to do with what was PAID for the asset, which in our case is moot as it was deeded to us. However, I shared the email with our Accountants at Reynolds Company and they believe this to be correct.***

2. Could I get a copy of the last two years of the Historical Society's corporate meeting minutes?

***Yes, These will be sent separately.***

3. Regarding the \$84k loan for the purchase of the Derringer, did that loan originate from any staff or board member or their immediate family? I am not looking for the lender's name, only their affiliation (or lack thereof) with the Historical Society.

***The derringer purchase was made with donations from individuals, proceeds from the live auction in 2017 and, admission/donations placed in an old, locked ballot box donated to us by a private citizen. A separate bank account with Alpine Bank was established to keep track of all those transactions:***

As you know the city provides us with \$60,000 per year. In the following years (from the reports already sent to you) we have generated the following income totals for the last 4 years. Funding sources *other than* the COGS are in **bold**:

2019: \$148,317.34 (**\$88,317.34 generated from other sources**)

2020: \$125,285.25 (**\$65,285.25 generated from other sources**)

2021: \$180,098.56 (**\$120,098.56 generated from other sources**)

2022: DRAFT NUMBERS NOT FINALIZED \$189,196.88 (**\$129,196.88 generated from other sources**)

***As previously reported to the Financial Advisory Board (FAB) the above figures show funding from sources other than the funding from the City of Glenwood Springs (COGS). This shows we had no need or reason to use tax proceeds to pay for the gun.***

***It was a private citizen who loaned us the money at 3% interest and who requested anonymity. The agent through which the loan was handled including payments was board president Barry Dundson who gave permission to make this known. The load was paid off in February 2022.***

4. Why does the 2021's Federal 990 filing and 2021's Profit and Loss Net Income not align? The P&L shows a net profit of \$52,060 while 2021's 990 shows a Net Income of \$37,449 (line 18 - excess or deficit for the year). You and Angela indicated at Wednesday's FAB meeting that you would check on that, and I was interested if you had found any more information on the discrepancy?

Additionally, 2021 990 shows a Total Revenue (line 9) of \$170,713, and Total Expense (line 17) of \$133,264 while the P&L shows a Total Income of \$180,098 and a Total Expense of \$126,106. Why those totals are so different?

***Profit and Loss reports are a tool used to file taxes and report on specific accounts used by a business or organization. They are not tax returns and should not be read as such. When the amounts listed on a profit and loss report are finalized, they are then subject to formulas of deduction and depreciation by a CPA who prepares the taxes. Profit and loss reports rarely if ever match tax return values and comparing the two is comparing apples and oranges.***

5. On the current Balance Sheet, there is an Equity Fund Balance of -\$84,174. What does this comprise?

***This figure shows the loan repayment for the Derringer, not operating expenses***

6. What is the line item titled "contract labor" that costs \$27k and \$28k for the last several years? Who is this, and what duties do they perform?

***Contract labor is non-employee labor at the museum such as our archivist and our archive and library assistant. The detailed report on the account is attached.***

7. On the 2022 Balance Sheet, there appear to be just two restricted accounts (Robert J Young and Colorado Historical Fund Assessment Grant) since they are not under the bank accounts that are designated Total Available Funds. Where does the \$50,000 the City granted for use on the Cardiff Coke ovens reside on the Balance Sheet? Where is the \$30,000 restricted gift for the museum building? It appears on the 2022 P&L but not on the 2022 Balance sheet or YTD Balance Sheet.

***The \$50K from the city is not on the balance sheet because it has not been tax mapped as of yet. We are waiting for direction from our CPA as to where to map those particular funds. In the meantime, their amount is included (but restricted) in the operating account. The Building Fund is reflected elsewhere as mapped by our CPA. It does show on the P&L because of the tax mapping.***

8. You mentioned at the FAB meeting that you used \$15,000 of the \$30,000 gift for the museum to make payroll as there was a cash crunch. Have you used any of the \$50,000 the City granted for the Coke Ovens in a similar manner? ***No. This question was answered at the last FAB meeting***



9. Since 2016, the organization's expenses have been coming in fairly consistently between approximately \$100k-\$115k annually. Then in 2021 expenses increased to \$133k, and then to \$162k in 2022. The proposed budget for this year shows the planned expenses jumping to \$239k. Could you help me understand how an organization that is using restricted funds to meet payroll obligations needs to double its expenses?

***The payroll has increased with inflation for ED and Assistant Director. Employee benefits are included in the budget for the first time, in part to attract a replacement ED. Payroll taxes are high. A budget for museum repairs (separate from any grants that may be applied for) has been included.***

10. In the organization's budget for 2023 it shows quite a bit of income that has the Historical Society "initiate" various fundraising campaigns. How will the organization achieve these fundraising goals when you have had limited, or no experience or success with these strategies in the past? Why has the organization only waited until now to try these fundraising ideas instead of six years ago?

***It is inaccurate and unfair to say we have no experience at fundraising or that we have waited until now "to try these fundraising ideas instead of six years ago". During the past six years our Executive Director has led our team in many different ideas put forth by citizens and board members. Our main fundraising event is the annual Linwood Cemetery Ghostwalk is limited in how many people can attend and still have a quality experience. Time for a history lesson:***

- ***After Christina Brusig, executive director of the Glenwood Springs Art Council was dismissed in April 2017 the Society partnered with Roaring Fork Events owners and new residents Emily and Damon Arredondo as a fundraiser and in a new effort to bring visitors to our fair city: <https://www.postindependent.com/entertainment/fermentation-fest-gives-glenwood-a-holiday-kick/>. FAB granted the Society \$10,000 to help. It was a great idea. Unfortunately Emily and Damon left our area and another great idea died but not for a want of trying on our part.***
- ***The Society has hosted numerous efforts such as beer sales and a fall festival with Roaring Fork Events, History Trivia, etc.***
- ***During the Pandemic we could not have the normal outdoor annual Linwood Cemetery Ghostwalk we received funding from Community Health Initiatives, J. Robert Young Foundation, Hotel Colorado and others to do a live video of the Ghostwalk and ask for donations during the broadcast.***
- ***We have had History Trivia at the Vaudeville Theater to raise funds but the amount we earn from admission makes for a lot of work for the amount of return.***

***Also, whereas the museums in Golden, Littleton, Greeley, Louisville and Loveland are primarily funded by their respective municipalities, the Frontier Museum has been unappreciated and underfunded for years. It has been virtually impossible for the 2 employees to perform their***

***duties at the museum and undertake fundraising in a meaningful manner at the same time. The Board members assist in fundraising by organizing and staging the various events we hold each year, which, however, are very time-consuming. Most of the Board members have full-time jobs and volunteer their time to the Society because they believe in our mission. Hiring a professional fundraiser has been discussed in the past, but one has not been hired because their services are expensive. Only recently it became apparent that the city seemed to no longer want to fund the Society at an appropriate level that a volunteer came forward and offered to help the museum raise funds (This was explained at the FAB meeting on Feb. 22, 2023).***

11. The HS has been a seemingly profitable nonprofit every year we have financials. Below are the last 6 years of net profits and YTD 2023 totaling \$156,206 of profit.

2017 - \$4,611

2018 - \$8,499

2019 - \$27,189

2020 - \$37,351

2021 - \$53,721

2022 - \$24,835

2023 - \$5,704 (YTD)

I am having a hard time understanding why the Historical Society needs an additional \$60k a year. Where have all the annual profits gone? In your emails to your supporters, you say that if the City does not double its contribution you will be forced to sell the museum building. But when presenting to the FAB you explained that you need these funds to be able to hire a new full-time Executive Director at three times the current compensation. I am unclear about why exactly you feel you need the additional funds. From both a current *need* standpoint and an intended *purpose* standpoint.

***We already have a "fulltime Executive Director", however, as we again explained to the FAB, Bill will be retiring in a year or two and it will be virtually impossible to hire a replacement at the \$35K salary he currently earns. Either the mayor's math is incorrect or he has distorted facts to try to prove a point, but the proposed ED salary is only \$65K and not "three times the current compensation".***

12. It appears in your "5-year Plan Budget" that even with the City's \$60,000 increase your intent is to operate at a deficit annually of -\$35k (2023), -\$16k (2024), -\$31k (2025) and -\$3k while increasing staffing and organizational expense to \$271k by 2027. This all assumes some very optimistic income assumption that has not been achieved thus far. It even anticipates selling off

museum display items to generate \$20k in 3 years. How does the organization plan on bridging the cumulative \$85k shortfall?

***We were asked by councilman Willman to provide a 5-year plan that would zero out with no deficit by year five. This was accomplished in the manner shown in the 5-year budget that you and the council already have. Remember this is a draft that will go before the public at our annual meeting on March 21<sup>st</sup> for comment. Council's comments need to be submitted to us also then we can sit down together and figure it out ("Together we are better.")***

***Also, the Proposed Budget Plan is an honest attempt to project income and expenses for the next five years. It is not full of "pie-in-the-sky" numbers. Even with a new, robust fundraising campaign in 2023, 2024 and 2025, it does not appear that the Society will be able to operate in the black. As a result, the 2026 budget includes the sale of museum display items to generate income. We can easily bridge the shortfall and not limit the sale of items to \$20K, but rather sell off the entire collection and museum building.***

13. In looking at the 5-Year Plan Budget, it appears that you would like to grow the organization significantly, then hand off the \$271k financial obligation to the City and taxpayers. This past year our entire grant allocation from A&I for 27 different community nonprofits was \$198,352. Taking on an additional \$216k (less the \$60k the city already funds the HS) would more than wipe out almost all of the City's grants to those nonprofits out of the A&I Budget. Is the hope to have the City's only nonprofit funding go to just one organization?

***We were asked by a councilperson to prepare a Budget Plan that would demonstrate a positive income for the Society in 5 years. As previously explained, by year four, even with our best fundraising efforts and extraordinary measures like selling museum artifacts, we could not achieve a positive cash flow. As a last resort in year five of the plan, the ED and assistant would become city employees or could be combined with the Historic Preservation Commission, thus eliminating a considerable expense to the Society. The ED position was a city employee in the recent past and so this is not an extraordinary event. Also in year five the income from the City of Glenwood Springs is eliminated. This combination results in the first positive cash flow in the 5-Year Budget Plan.***

**Additional Material that is Relevant:**

**The 1991 A&I Ordinance which initially provided city funding for the museum states:**

- 2. To defray the cost of acquisition, construction, installation, improvement, and operation and maintenance of a river trail.....**
- 3. To defray the cost of acquisition, construction, installation, improvement, and operation and maintenance of a community center, including all costs necessary and incidental thereto.....**
- 4. To defray the cost of acquisition, construction and installation of Highway 6 streetscape improvements, including all costs necessary and incidental thereto....**
- 5. To defray the cost of operating and maintaining the Frontier Historical Museum. The total mandatory expenditure for museum operations pursuant to this paragraph shall be the lesser of 2% of annual income in the fund or \$35,000 per annum; subject, however, to supplemental appropriations at the discretion of the City Council pursuant to paragraph 6 hereof or from any other revenue source of the City.**
- 6. To defray the cost of acquisition, construction, and installation of capital improvements of every kind and nature which the City is, from time to time, authorized to undertake.....Prior to making an appropriation for any improvements pursuant to this paragraph, the City Council shall conduct a public hearing and consider public comment upon such improvements.**

**It appears that the original intent of the A&I Ordinance was to fund capital improvement projects such as trails, the community center, a city streetscape and THE HISTORICAL MUSEUM. We were not considered to be simply another community non-profit, as you imply in your question, but rather a significant asset to this City as equally as important as major construction infrastructure projects undertaken by Glenwood Springs. In addition, at the time, the citizens of Glenwood believed that the Frontier Museum was so important to the city that the ordinance specifically stated that funding was not limited but subject to supplemental appropriations from other revenue sources of the City.**

# Glenwood Springs Historical Society

## Profit and Loss

January - December 2022

|                                        | TOTAL               |
|----------------------------------------|---------------------|
| Income                                 |                     |
| 6152 Grant Income                      | 2,000.00            |
| Hispanic Outreach Grant                | -15,725.00          |
| <b>Total 6152 Grant Income</b>         | <b>-13,725.00</b>   |
| 6510 Special Events                    |                     |
| Defiance Roller Coaster Opening        | -40.65              |
| Ghost Walk                             | 12,238.69           |
| Gingerbread Competition                | 2,102.65            |
| Trivia Night                           | 1,491.32            |
| <b>Total 6510 Special Events</b>       | <b>15,792.01</b>    |
| 6865 Tours                             | 592.00              |
| Admissions                             | 8,654.24            |
| Archival Income                        | 175.00              |
| Building Fund Donations                | 30,190.00           |
| Cardiff Coke Oven Grant                | 50,000.00           |
| City Funds                             | 60,000.00           |
| De-Accessioned Item Sales              | 150.00              |
| Donation Income                        | 17,014.90           |
| Doc Holliday Gun                       | 11,542.00           |
| Estate Bequests                        | 250.00              |
| <b>Total Donation Income</b>           | <b>28,806.90</b>    |
| Interest Income                        | 0.03                |
| Linwood Project                        | -1,800.00           |
| Membership Dues                        | 3,777.75            |
| Photo Sales                            | 780.00              |
| Store Sales                            | 2,966.95            |
| Ticket Sales-Gun                       | 2,837.00            |
| <b>Total Income</b>                    | <b>\$189,196.88</b> |
| <b>GROSS PROFIT</b>                    | <b>\$189,196.88</b> |
| Expenses                               |                     |
| 2040 Federal Payroll Liabilities       | 15,075.20           |
| 2060 State Payroll Taxes               | 1,903.00            |
| 5100 Cost of Goods Sold                | 1,638.40            |
| 6030 Advertising                       | 14.00               |
| 6050 Security                          | 1,235.30            |
| 6060 Archival and Library Expense      | 4,375.79            |
| 6155 Cardiff Coke Oven Expense/ Income | 5,206.60            |
| 6160 Contract Labor                    | 26,972.00           |
| 6180 Display and Exhibit Expense       | 1,269.62            |
| 6270 Dues & Subscriptions              | 1,560.64            |
| 6290 Employee Enhancement              | 571.00              |



# Glenwood Springs Historical Society

## Profit and Loss

January - December 2022

|                                                        | TOTAL               |
|--------------------------------------------------------|---------------------|
| 6300 Bank and CC Fees                                  | 1,023.82            |
| 6350 Office Equipment                                  | 109.99              |
| 6390 Insurance                                         | 4,340.75            |
| 6410 Internet Expense                                  | 3,039.65            |
| 6490 Licenses & Permits                                | 100.00              |
| 6540 Office Supplies                                   | 1,634.54            |
| 6560 Accounting                                        | 7,461.35            |
| 6600 Payroll - Employees                               | 50,409.78           |
| 6670 Postage & Delivery                                | 295.55              |
| 6700 Workshops                                         | 3,000.00            |
| 6710 Printing & Reproduction                           | 3,987.90            |
| 6730 Repairs & Maintenance                             | 4,039.56            |
| 6790 Supplies                                          | 504.42              |
| 6880 Outdoor Maintenance                               | 2,719.94            |
| 6900 Utilities                                         | 7,290.72            |
| Computer Expense                                       | 69.95               |
| Contributions                                          | 120.00              |
| Grant Expense                                          | 27.74               |
| Interest paid                                          | 4,789.82            |
| Museum Improvements                                    | 5,000.00            |
| Property Tax                                           | 512.78              |
| South Canyon Coal Mine Historic Site Preservation Plan | 2,500.00            |
| Uncategorized Expense                                  | 10.00               |
| <b>Total Expenses</b>                                  | <b>\$162,809.81</b> |
| NET OPERATING INCOME                                   | <b>\$26,387.07</b>  |
| Other Expenses                                         |                     |
| Doc Holliday's Museum Expense                          | 1,551.18            |
| <b>Total Other Expenses</b>                            | <b>\$1,551.18</b>   |
| NET OTHER INCOME                                       | <b>\$ -1,551.18</b> |
| NET INCOME                                             | <b>\$24,835.89</b>  |

# Glenwood Springs Historical Society

## Profit and Loss

January - December 2021

|                                        | TOTAL               |
|----------------------------------------|---------------------|
| Income                                 |                     |
| 6152 Grant Income                      | 14,800.00           |
| Hispanic Outreach Grant                | 18,000.00           |
| <b>Total 6152 Grant Income</b>         | <b>32,800.00</b>    |
| 6510 Special Events                    |                     |
| Ghost Walk                             | 10,957.19           |
| Gingerbread Competition                | 2,791.63            |
| Polo Cup                               | -34.00              |
| <b>Total 6510 Special Events</b>       | <b>13,714.82</b>    |
| 6865 Tours                             | 1,012.00            |
| Admissions                             | 7,937.77            |
| Archival Income                        | 270.00              |
| City Funds                             | 60,000.00           |
| Donation Income                        | 4,903.39            |
| Doc Holliday Gun                       | 3,312.00            |
| <b>Total Donation Income</b>           | <b>8,215.39</b>     |
| Interest Income                        | 0.15                |
| Membership Dues                        | 7,390.00            |
| Photo Sales                            | 500.00              |
| Reimbursed Expenses                    | 38.79               |
| Store Sales                            | 3,506.64            |
| Ticket Sales-Gun                       | 20,477.00           |
| Uncategorized Income                   | 24,236.00           |
| <b>Total Income</b>                    | <b>\$180,098.56</b> |
| Cost of Goods Sold                     |                     |
| Cost of Goods Sold                     | 270.03              |
| <b>Total Cost of Goods Sold</b>        | <b>\$270.03</b>     |
| <b>GROSS PROFIT</b>                    | <b>\$179,828.53</b> |
| Expenses                               |                     |
| 2040 Federal Payroll Liabilities       | 14,590.84           |
| 2060 State Payroll Taxes               | 1,238.33            |
| 5100 Cost of Goods Sold                | 3,381.96            |
| 6030 Advertising                       | 1,200.00            |
| 6050 Security                          | 495.00              |
| 6060 Archival and Library Expense      | 1,172.41            |
| 6155 Cardiff Coke Oven Expense/ Income | -2,987.25           |
| 6160 Contract Labor                    | 20,207.80           |
| 6180 Display and Exhibit Expense       | 1,063.56            |
| 6270 Dues & Subscriptions              | 1,329.82            |
| 6290 Employee Enhancement              | 247.78              |
| 6300 Bank and CC Fees                  | 895.77              |

# Glenwood Springs Historical Society

## Profit and Loss

January - December 2021

|                                       | TOTAL               |
|---------------------------------------|---------------------|
| 6350 Office Equipment                 | 1,125.55            |
| 6390 Insurance                        | 4,258.99            |
| 6410 Internet Expense                 | 1,840.65            |
| 6490 Licenses & Permits               | 220.00              |
| 6500 Meeting Expense                  | 341.69              |
| 6540 Office Supplies                  | 1,805.02            |
| 6560 Accounting                       | 7,718.51            |
| 6600 Payroll - Employees              | 33,511.45           |
| COVID-19 Payroll Expenses             | 14,823.72           |
| <b>Total 6600 Payroll - Employees</b> | <b>48,335.17</b>    |
| 6670 Postage & Delivery               | 86.50               |
| 6710 Printing & Reproduction          | 103.85              |
| 6730 Repairs & Maintenance            | 2,386.06            |
| 6790 Supplies                         | 962.97              |
| 6880 Outdoor Maintenance              | 3,011.00            |
| 6900 Utilities                        | 5,822.44            |
| Computer Expense                      | 1,219.57            |
| Contributions                         | 120.00              |
| Education Expense                     | 115.00              |
| Grant Expense                         | 3,575.00            |
| PR Expense                            | 222.90              |
| <b>Total Expenses</b>                 | <b>\$126,106.89</b> |
| NET OPERATING INCOME                  | <b>\$53,721.64</b>  |
| Other Expenses                        |                     |
| Doc Holliday's Museum Expense         | 1,660.74            |
| <b>Total Other Expenses</b>           | <b>\$1,660.74</b>   |
| NET OTHER INCOME                      | <b>\$ -1,660.74</b> |
| NET INCOME                            | <b>\$52,060.90</b>  |

# Glenwood Springs Historical Society

## Profit and Loss

January 1 - February 15, 2023

|                                     | TOTAL              |
|-------------------------------------|--------------------|
| Income                              |                    |
| 6152 Grant Income                   | 11,872.00          |
| 6510 Special Events                 |                    |
| Ghost Walk                          | -450.00            |
| <b>Total 6510 Special Events</b>    | <b>-450.00</b>     |
| Admissions                          | 366.00             |
| Archival Income                     | 30.00              |
| Donation Income                     | 8,268.21           |
| Doc Holliday Gun                    | 2,250.00           |
| <b>Total Donation Income</b>        | <b>10,518.21</b>   |
| Membership Dues                     | 645.00             |
| Photo Sales                         | 250.00             |
| Store Sales                         | 150.00             |
| Ticket Sales-Gun                    | 59.00              |
| <b>Total Income</b>                 | <b>\$23,440.21</b> |
| GROSS PROFIT                        | <b>\$23,440.21</b> |
| Expenses                            |                    |
| 2040 Federal Payroll Liabilities    | 1,175.80           |
| 2060 State Payroll Taxes            | 578.00             |
| 6060 Archival and Library Expense   | 168.05             |
| 6160 Contract Labor                 | 2,897.84           |
| 6270 Dues & Subscriptions           | 72.56              |
| 6290 Employee Enhancement           | 38.54              |
| 6300 Bank and CC Fees               | 83.27              |
| 6390 Insurance                      | 1,068.59           |
| 6410 Internet Expense               | 237.46             |
| 6540 Office Supplies                | 12.12              |
| 6560 Accounting                     | 1,610.00           |
| 6600 Payroll - Employees            | 3,891.53           |
| 6880 Outdoor Maintenance            | 170.00             |
| 6900 Utilities                      | 2,369.85           |
| Building Expense                    | 2,000.00           |
| Computer Expense                    | 279.00             |
| South Canyon Historic Resource Plan | 1,000.00           |
| <b>Total Expenses</b>               | <b>\$17,652.61</b> |
| NET OPERATING INCOME                | <b>\$5,787.60</b>  |
| Other Expenses                      |                    |
| Doc Holliday's Museum Expense       | 83.63              |
| <b>Total Other Expenses</b>         | <b>\$83.63</b>     |
| NET OTHER INCOME                    | <b>\$ -83.63</b>   |
| NET INCOME                          | <b>\$5,703.97</b>  |

# Glenwood Springs Historical Society

## Balance Sheet

As of December 31, 2022

|                                                          | TOTAL               |
|----------------------------------------------------------|---------------------|
| <b>ASSETS</b>                                            |                     |
| Current Assets                                           |                     |
| Bank Accounts                                            |                     |
| Available Funds                                          | -2,221.00           |
| Alpine Bank-Checking                                     | 46,430.19           |
| Doc Holliday Gun Acct                                    | 0.00                |
| Money Market - Alpine Bank                               | 0.00                |
| <b>Total Available Funds</b>                             | <b>44,209.19</b>    |
| Clearing                                                 | 0.00                |
| Colorado Historic Fund Assessment Grant                  | 28,100.00           |
| Robert J. Young Grant Account                            | 2,142.07            |
| <b>Total Bank Accounts</b>                               | <b>\$74,451.26</b>  |
| Other Current Assets                                     |                     |
| Uncategorized Asset                                      | 570.97              |
| Undeposited Funds                                        | 425.00              |
| Undeposited Receipts                                     | -404.00             |
| <b>Total Other Current Assets</b>                        | <b>\$591.97</b>     |
| <b>Total Current Assets</b>                              | <b>\$75,043.23</b>  |
| Fixed Assets                                             |                     |
| 1800 Furniture & Fixtures                                | 7,331.01            |
| Equipment                                                | 20,672.66           |
| Land Improvements                                        | 10,000.00           |
| <b>Total Fixed Assets</b>                                | <b>\$38,003.67</b>  |
| <b>TOTAL ASSETS</b>                                      | <b>\$113,046.90</b> |
| <b>LIABILITIES AND EQUITY</b>                            |                     |
| Liabilities                                              |                     |
| Current Liabilities                                      |                     |
| Other Current Liabilities                                |                     |
| 2030 City of Glenwood Payable                            | -64.77              |
| Sales Tax Payable                                        | -453.55             |
| <b>Total 2030 City of Glenwood Payable</b>               | <b>-518.32</b>      |
| 2030 State Sales Tax Payable                             | 380.30              |
| 2035 State/ County Sales Tax Agency Payable              | -221.40             |
| Sales Tax Payable                                        | -113.00             |
| <b>Total 2035 State/ County Sales Tax Agency Payable</b> | <b>-334.40</b>      |
| CO DEPT OF REVENUE Payable                               | -1,398.55           |
| Sales Tax Payable                                        | -181.74             |



# Glenwood Springs Historical Society

## Balance Sheet

As of December 31, 2022

|                                         | TOTAL               |
|-----------------------------------------|---------------------|
| <b>Total CO DEPT OF REVENUE Payable</b> | <b>-1,580.29</b>    |
| Fica-Fwt Liability                      | 191.37              |
| State Withholding Liability             | -2,022.00           |
| <b>Total Other Current Liabilities</b>  | <b>\$ -3,883.34</b> |
| <b>Total Current Liabilities</b>        | <b>\$ -3,883.34</b> |
| Long-Term Liabilities                   |                     |
| N/P Gun                                 | 0.00                |
| N/P PPP Funding Loan                    | 0.00                |
| N/P PPP Loan #2                         | 0.00                |
| <b>Total Long-Term Liabilities</b>      | <b>\$0.00</b>       |
| <b>Total Liabilities</b>                | <b>\$ -3,883.34</b> |
| Equity                                  |                     |
| Fund Balance                            | -84,174.50          |
| Retained Earnings                       | 176,268.85          |
| Net Income                              | 24,835.89           |
| <b>Total Equity</b>                     | <b>\$116,930.24</b> |
| <b>TOTAL LIABILITIES AND EQUITY</b>     | <b>\$113,046.90</b> |

# Glenwood Springs Historical Society

Balance Sheet  
As of February 15, 2023

|                                                          | TOTAL               |
|----------------------------------------------------------|---------------------|
| <b>ASSETS</b>                                            |                     |
| Current Assets                                           |                     |
| Bank Accounts                                            |                     |
| Available Funds                                          | -2,221.00           |
| Alpine Bank-Checking                                     | 51,993.97           |
| Doc Holliday Gun Acct                                    | 0.00                |
| Money Market - Alpine Bank                               | 0.00                |
| <b>Total Available Funds</b>                             | <b>49,772.97</b>    |
| Clearing                                                 | 0.00                |
| Colorado Historic Fund Assessment Grant                  | 28,100.00           |
| Robert J. Young Grant Account                            | 2,142.07            |
| <b>Total Bank Accounts</b>                               | <b>\$80,015.04</b>  |
| Other Current Assets                                     |                     |
| Uncategorized Asset                                      | 570.97              |
| Undeposited Funds                                        | 425.00              |
| Undeposited Receipts                                     | -404.00             |
| <b>Total Other Current Assets</b>                        | <b>\$591.97</b>     |
| <b>Total Current Assets</b>                              | <b>\$80,607.01</b>  |
| Fixed Assets                                             |                     |
| 1800 Furniture & Fixtures                                | 7,331.01            |
| Equipment                                                | 20,672.66           |
| Land Improvements                                        | 10,000.00           |
| <b>Total Fixed Assets</b>                                | <b>\$38,003.67</b>  |
| <b>TOTAL ASSETS</b>                                      | <b>\$118,610.68</b> |
| <b>LIABILITIES AND EQUITY</b>                            |                     |
| Liabilities                                              |                     |
| Current Liabilities                                      |                     |
| Other Current Liabilities                                |                     |
| 2030 City of Glenwood Payable                            | -64.77              |
| Sales Tax Payable                                        | -563.33             |
| <b>Total 2030 City of Glenwood Payable</b>               | <b>-628.10</b>      |
| 2030 State Sales Tax Payable                             | 349.89              |
| 2035 State/ County Sales Tax Agency Payable              | -221.40             |
| Sales Tax Payable                                        | -113.00             |
| <b>Total 2035 State/ County Sales Tax Agency Payable</b> | <b>-334.40</b>      |
| CO DEPT OF REVENUE Payable                               | -1,398.55           |
| Sales Tax Payable                                        | -181.74             |

# Glenwood Springs Historical Society

## Balance Sheet

As of February 15, 2023

|                                         | TOTAL               |
|-----------------------------------------|---------------------|
| <b>Total CO DEPT OF REVENUE Payable</b> | <b>-1,580.29</b>    |
| Fica-Fwt Liability                      | 191.37              |
| State Withholding Liability             | -2,022.00           |
| <b>Total Other Current Liabilities</b>  | <b>\$ -4,023.53</b> |
| <b>Total Current Liabilities</b>        | <b>\$ -4,023.53</b> |
| Long-Term Liabilities                   |                     |
| N/P Gun                                 | 0.00                |
| N/P PPP Funding Loan                    | 0.00                |
| N/P PPP Loan #2                         | 0.00                |
| <b>Total Long-Term Liabilities</b>      | <b>\$0.00</b>       |
| <b>Total Liabilities</b>                | <b>\$ -4,023.53</b> |
| Equity                                  |                     |
| Fund Balance                            | -84,174.50          |
| Retained Earnings                       | 201,104.74          |
| Net Income                              | 5,703.97            |
| <b>Total Equity</b>                     | <b>\$122,634.21</b> |
| <b>TOTAL LIABILITIES AND EQUITY</b>     | <b>\$118,610.68</b> |

**Return of Organization Exempt From Income Tax****2021**Department of the Treasury  
Internal Revenue Service

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

▶ Do not enter social security numbers on this form, as it may be made public.

▶ Go to [www.irs.gov/Form990EZ](http://www.irs.gov/Form990EZ) for instructions and the latest information.**Open to Public Inspection****A For the 2021 calendar year, or tax year beginning****, 2021, and ending****, 20****B** Check if applicable:

- ☐ Address change
- ☐ Name change
- ☐ Initial return
- ☐ Final return/terminated
- ☐ Amended return
- ☐ Application pending

**C** Name of organization

THE GLENWOOD SPRINGS HISTORICAL SOCIETY, INC

Number and street (or P.O. box if mail is not delivered to street address)

1001 COLORADO AVENUE

Room/suite

City or town, state or province, country, and ZIP or foreign postal code

GLENWOOD SPRINGS, CO 81601

**D** Employer identification number

23-7136776

**E** Telephone number

9709454448

**F** Group Exemption

Number ▶

**G** Accounting Method: ☒ Cash ☐ Accrual Other (specify) ▶**I** Website: ▶ N/A**H** Check ☐ if the organization is **not** required to attach Schedule B (Form 990).**J** Tax-exempt status (check only one) — ☒ 501(c)(3) ☐ 501(c) ( ) ◀ (insert no.) ☐ 4947(a)(1) or ☐ 527**K** Form of organization: ☒ Corporation ☐ Trust ☐ Association ☐ Other**L** Add lines 5b, 6c, and 7b to line 9 to determine gross receipts. If gross receipts are \$200,000 or more, or if total assets

(Part II, column (B)) are \$500,000 or more, file Form 990 instead of Form 990-EZ . . . . . ▶ \$ 170,713.

**Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances** (see the instructions for Part I)Check if the organization used Schedule O to respond to any question in this Part I . . . . . ☒

|            |                                                                                                              |                                                                                                                                                                                                                      |           |          |
|------------|--------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|----------|
| Revenue    | <b>1</b>                                                                                                     | Contributions, gifts, grants, and similar amounts received . . . . .                                                                                                                                                 | <b>1</b>  | 104,425. |
|            | <b>2</b>                                                                                                     | Program service revenue including government fees and contracts . . . . .                                                                                                                                            | <b>2</b>  | 30,236.  |
|            | <b>3</b>                                                                                                     | Membership dues and assessments . . . . .                                                                                                                                                                            | <b>3</b>  | 7,390.   |
|            | <b>4</b>                                                                                                     | Investment income . . . . .                                                                                                                                                                                          | <b>4</b>  | 0.       |
|            | <b>5a</b>                                                                                                    | Gross amount from sale of assets other than inventory . . . . .                                                                                                                                                      | <b>5a</b> |          |
|            | <b>b</b>                                                                                                     | Less: cost or other basis and sales expenses . . . . .                                                                                                                                                               | <b>5b</b> |          |
|            | <b>c</b>                                                                                                     | Gain or (loss) from sale of assets other than inventory (subtract line 5b from line 5a) . . . . .                                                                                                                    | <b>5c</b> |          |
|            | <b>6</b>                                                                                                     | Gaming and fundraising events:                                                                                                                                                                                       |           |          |
|            | <b>a</b>                                                                                                     | Gross income from gaming (attach Schedule G if greater than \$15,000) . . . . .                                                                                                                                      | <b>6a</b> |          |
|            | <b>b</b>                                                                                                     | Gross income from fundraising events (not including \$ of contributions from fundraising events reported on line 1) (attach Schedule G if the sum of such gross income and contributions exceeds \$15,000) . . . . . | <b>6b</b> | 13,715.  |
| <b>c</b>   | Less: direct expenses from gaming and fundraising events . . . . .                                           | <b>6c</b>                                                                                                                                                                                                            | 0.        |          |
| <b>d</b>   | Net income or (loss) from gaming and fundraising events (add lines 6a and 6b and subtract line 6c) . . . . . | <b>6d</b>                                                                                                                                                                                                            | 13,715.   |          |
| Revenue    | <b>7a</b>                                                                                                    | Gross sales of inventory, less returns and allowances . . . . .                                                                                                                                                      | <b>7a</b> |          |
|            | <b>b</b>                                                                                                     | Less: cost of goods sold . . . . .                                                                                                                                                                                   | <b>7b</b> |          |
|            | <b>c</b>                                                                                                     | Gross profit or (loss) from sales of inventory (subtract line 7b from line 7a) . . . . .                                                                                                                             | <b>7c</b> |          |
|            | <b>8</b>                                                                                                     | Other revenue (describe in Schedule O) . . . . . See Line 8 Stmt.                                                                                                                                                    | <b>8</b>  | 14,947.  |
|            | <b>9</b>                                                                                                     | <b>Total revenue.</b> Add lines 1, 2, 3, 4, 5c, 6d, 7c, and 8 . . . . . ▶                                                                                                                                            | <b>9</b>  | 170,713. |
| Expenses   | <b>10</b>                                                                                                    | Grants and similar amounts paid (list in Schedule O) . . . . .                                                                                                                                                       | <b>10</b> |          |
|            | <b>11</b>                                                                                                    | Benefits paid to or for members . . . . .                                                                                                                                                                            | <b>11</b> |          |
|            | <b>12</b>                                                                                                    | Salaries, other compensation, and employee benefits . . . . .                                                                                                                                                        | <b>12</b> | 65,468.  |
|            | <b>13</b>                                                                                                    | Professional fees and other payments to independent contractors . . . . .                                                                                                                                            | <b>13</b> | 28,667.  |
|            | <b>14</b>                                                                                                    | Occupancy, rent, utilities, and maintenance . . . . .                                                                                                                                                                | <b>14</b> | 18,240.  |
|            | <b>15</b>                                                                                                    | Printing, publications, postage, and shipping . . . . .                                                                                                                                                              | <b>15</b> | 3,341.   |
|            | <b>16</b>                                                                                                    | Other expenses (describe in Schedule O) . . . . . See Line 16 Stmt.                                                                                                                                                  | <b>16</b> | 17,548.  |
|            | <b>17</b>                                                                                                    | <b>Total expenses.</b> Add lines 10 through 16 . . . . . ▶                                                                                                                                                           | <b>17</b> | 133,264. |
| Net Assets | <b>18</b>                                                                                                    | Excess or (deficit) for the year (subtract line 17 from line 9) . . . . .                                                                                                                                            | <b>18</b> | 37,449.  |
|            | <b>19</b>                                                                                                    | Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return) . . . . .                                                           | <b>19</b> | 139,568. |
|            | <b>20</b>                                                                                                    | Other changes in net assets or fund balances (explain in Schedule O) . . . . .                                                                                                                                       | <b>20</b> |          |
|            | <b>21</b>                                                                                                    | Net assets or fund balances at end of year. Combine lines 18 through 20 . . . . . ▶                                                                                                                                  | <b>21</b> | 177,017. |

For Paperwork Reduction Act Notice, see the separate instructions.

Form **990-EZ** (2021)

**Part II Balance Sheets** (see the instructions for Part II)Check if the organization used Schedule O to respond to any question in this Part II ☒

|                                                                                                     | (A) Beginning of year | (B) End of year    |
|-----------------------------------------------------------------------------------------------------|-----------------------|--------------------|
| <b>22</b> Cash, savings, and investments                                                            | 35,215.               | <b>22</b> 56,893.  |
| <b>23</b> Land and buildings                                                                        | 10,000.               | <b>23</b> 10,000.  |
| <b>24</b> Other assets (describe in Schedule O)                                                     | 121,102.              | <b>24</b> 121,102. |
| <b>25</b> <b>Total assets</b>                                                                       | 166,317.              | <b>25</b> 187,995. |
| <b>26</b> <b>Total liabilities</b> (describe in Schedule O)                                         | 26,749.               | <b>26</b> 10,978.  |
| <b>27</b> <b>Net assets or fund balances</b> (line 27 of column (B) <b>must</b> agree with line 21) | 139,568.              | <b>27</b> 177,017. |

**Part III Statement of Program Service Accomplishments** (see the instructions for Part III)Check if the organization used Schedule O to respond to any question in this Part III ☐What is the organization's primary exempt purpose? TO EDUCATE THE PUBLIC ABOUT THE HISTORY OF THE AREA

Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. In a clear and concise manner, describe the services provided, the number of persons benefited, and other relevant information for each program title.

**Expenses**  
(Required for section 501(c)(3) and 501(c)(4) organizations; optional for others.)

|                                                                                                                                                                                                                                                                                   |            |          |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|----------|
| <b>28</b> THE SOCIETY MAINTAINS A HISTORY MUSEUM AND ARTIFACTS THAT HAVE BEEN DONATED TO THE SOCIETY. IT ALSO CONDUCTS EVENTS WHICH HIGHLIGHT THE HISTORY AND CULTURE OF THE AREA.<br>(Grants \$ 0. ) If this amount includes foreign grants, check here <input type="checkbox"/> | <b>28a</b> | 133,264. |
| <b>29</b> _____<br>(Grants \$ ) If this amount includes foreign grants, check here <input type="checkbox"/>                                                                                                                                                                       | <b>29a</b> |          |
| <b>30</b> _____<br>(Grants \$ ) If this amount includes foreign grants, check here <input type="checkbox"/>                                                                                                                                                                       | <b>30a</b> |          |
| <b>31</b> Other program services (describe in Schedule O) _____<br>(Grants \$ ) If this amount includes foreign grants, check here <input type="checkbox"/>                                                                                                                       | <b>31a</b> |          |
| <b>32</b> <b>Total program service expenses</b> (add lines 28a through 31a) _____                                                                                                                                                                                                 | <b>32</b>  | 133,264. |

**Part IV List of Officers, Directors, Trustees, and Key Employees** (list each one even if not compensated—see the instructions for Part IV)Check if the organization used Schedule O to respond to any question in this Part IV ☐

| (a) Name and title             | (b) Average hours per week devoted to position | (c) Reportable compensation (Forms W-2/1099-MISC/1099-NEC) (if not paid, enter -0-) | (d) Health benefits, contributions to employee benefit plans, and deferred compensation | (e) Estimated amount of other compensation |
|--------------------------------|------------------------------------------------|-------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|--------------------------------------------|
| BILL KIGHT<br>DIRECTOR         | 40.00                                          | 38,096.                                                                             | 0.                                                                                      | 0.                                         |
| BARRY DUNSDON<br>PRESIDENT     | 1.00                                           | 0.                                                                                  | 0.                                                                                      | 0.                                         |
| CLARA MILLER<br>VICE PRESIDENT | 1.00                                           | 0.                                                                                  | 0.                                                                                      | 0.                                         |
| LACY KING<br>DIRECTOR          | 0.00                                           | 0.                                                                                  | 0.                                                                                      | 0.                                         |
| ROB ANDERSON<br>DIRECTOR       | 1.00                                           | 0.                                                                                  | 0.                                                                                      | 0.                                         |
| TARA BAIR<br>DIRECTOR          | 1.00                                           | 0.                                                                                  | 0.                                                                                      | 0.                                         |
| SHARON HALLER<br>DIRECTOR      | 20.00                                          | 22,720.                                                                             | 0.                                                                                      | 0.                                         |
| ASHLEY JAMMARON<br>DIRECTOR    | 1.00                                           | 0.                                                                                  | 0.                                                                                      | 0.                                         |
| LISA PASSMORE<br>SECRETARY     | 1.00                                           | 0.                                                                                  | 0.                                                                                      | 0.                                         |
| NICK DALEY<br>DIRECTOR         | 1.00                                           | 0.                                                                                  | 0.                                                                                      | 0.                                         |
|                                |                                                |                                                                                     |                                                                                         |                                            |



**Part V Other Information** (Note the Schedule A and personal benefit contract statement requirements in the instructions for Part V.) Check if the organization used Schedule O to respond to any question in this Part V ☐

|                                                                                                                                                                                                                                                                                                                                                                                                                                                | Yes        | No |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|----|
| <b>33</b> Did the organization engage in any significant activity not previously reported to the IRS? If "Yes," provide a detailed description of each activity in Schedule O                                                                                                                                                                                                                                                                  | <b>33</b>  | X  |
| <b>34</b> Were any significant changes made to the organizing or governing documents? If "Yes," attach a conformed copy of the amended documents if they reflect a change to the organization's name. Otherwise, explain the change on Schedule O. See instructions                                                                                                                                                                            | <b>34</b>  | X  |
| <b>35a</b> Did the organization have unrelated business gross income of \$1,000 or more during the year from business activities (such as those reported on lines 2, 6a, and 7a, among others)?                                                                                                                                                                                                                                                | <b>35a</b> | X  |
| <b>b</b> If "Yes" to line 35a, has the organization filed a Form 990-T for the year? If "No," provide an explanation in Schedule O                                                                                                                                                                                                                                                                                                             | <b>35b</b> |    |
| <b>c</b> Was the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization subject to section 6033(e) notice, reporting, and proxy tax requirements during the year? If "Yes," complete Schedule C, Part III                                                                                                                                                                                                                      | <b>35c</b> | X  |
| <b>36</b> Did the organization undergo a liquidation, dissolution, termination, or significant disposition of net assets during the year? If "Yes," complete applicable parts of Schedule N                                                                                                                                                                                                                                                    | <b>36</b>  | X  |
| <b>37a</b> Enter amount of political expenditures, direct or indirect, as described in the instructions                                                                                                                                                                                                                                                                                                                                        | <b>37a</b> |    |
| <b>b</b> Did the organization file <b>Form 1120-POL</b> for this year?                                                                                                                                                                                                                                                                                                                                                                         | <b>37b</b> | X  |
| <b>38a</b> Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee; or were any such loans made in a prior year and still outstanding at the end of the tax year covered by this return?                                                                                                                                                                                                       | <b>38a</b> | X  |
| <b>b</b> If "Yes," complete Schedule L, Part II, and enter the total amount involved                                                                                                                                                                                                                                                                                                                                                           | <b>38b</b> |    |
| <b>39</b> Section 501(c)(7) organizations. Enter:                                                                                                                                                                                                                                                                                                                                                                                              |            |    |
| <b>a</b> Initiation fees and capital contributions included on line 9                                                                                                                                                                                                                                                                                                                                                                          | <b>39a</b> |    |
| <b>b</b> Gross receipts, included on line 9, for public use of club facilities                                                                                                                                                                                                                                                                                                                                                                 | <b>39b</b> |    |
| <b>40a</b> Section 501(c)(3) organizations. Enter amount of tax imposed on the organization during the year under: section 4911; section 4912; section 4955                                                                                                                                                                                                                                                                                    |            |    |
| <b>b</b> Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in any section 4958 excess benefit transaction during the year, or did it engage in an excess benefit transaction in a prior year that has not been reported on any of its prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I                                                                                                   | <b>40b</b> | X  |
| <b>c</b> Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958                                                                                                                                                                                                                                          |            |    |
| <b>d</b> Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax on line 40c reimbursed by the organization                                                                                                                                                                                                                                                                                                            |            |    |
| <b>e</b> All organizations. At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If "Yes," complete Form 8886-T                                                                                                                                                                                                                                                                              | <b>40e</b> | X  |
| <b>41</b> List the states with which a copy of this return is filed                                                                                                                                                                                                                                                                                                                                                                            |            |    |
| <b>42a</b> The organization's books are in care of <b>BILL KIGHT</b> Telephone no. <b>(970) 945-4448</b><br>Located at <b>1001 Colorado Ave, GLENWOOD SPRINGS CO</b> ZIP + 4 <b>81601</b>                                                                                                                                                                                                                                                      |            |    |
| <b>b</b> At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)?<br>If "Yes," enter the name of the foreign country<br>See the instructions for exceptions and filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR). | <b>42b</b> | X  |
| <b>c</b> At any time during the calendar year, did the organization maintain an office outside the United States?<br>If "Yes," enter the name of the foreign country                                                                                                                                                                                                                                                                           | <b>42c</b> | X  |
| <b>43</b> Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of <b>Form 1041</b> —Check here and enter the amount of tax-exempt interest received or accrued during the tax year                                                                                                                                                                                                                                        | <b>43</b>  |    |
| <b>44a</b> Did the organization maintain any donor advised funds during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ                                                                                                                                                                                                                                                                                                  | <b>44a</b> | X  |
| <b>b</b> Did the organization operate one or more hospital facilities during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ                                                                                                                                                                                                                                                                                             | <b>44b</b> | X  |
| <b>c</b> Did the organization receive any payments for indoor tanning services during the year?                                                                                                                                                                                                                                                                                                                                                | <b>44c</b> | X  |
| <b>d</b> If "Yes" to line 44c, has the organization filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O                                                                                                                                                                                                                                                                                                   | <b>44d</b> |    |
| <b>45a</b> Did the organization have a controlled entity within the meaning of section 512(b)(13)?                                                                                                                                                                                                                                                                                                                                             | <b>45a</b> | X  |
| <b>b</b> Did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," Form 990 and Schedule R may need to be completed instead of Form 990-EZ. See instructions                                                                                                                                                                                     | <b>45b</b> | X  |

**46** Did the organization engage, directly or indirectly, in political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I . . . . .

|           | Yes | No |
|-----------|-----|----|
| <b>46</b> |     | X  |

**Part VI Section 501(c)(3) Organizations Only**

All section 501(c)(3) organizations must answer questions 47–49b and 52, and complete the tables for lines 50 and 51.

Check if the organization used Schedule O to respond to any question in this Part VI . . . . . ☐

**47** Did the organization engage in lobbying activities or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II . . . . .

|           | Yes | No |
|-----------|-----|----|
| <b>47</b> |     | X  |

**48** Is the organization a school as described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E . . . . .

|           |  |   |
|-----------|--|---|
| <b>48</b> |  | X |
|-----------|--|---|

**49a** Did the organization make any transfers to an exempt non-charitable related organization? . . . . .

|            |  |   |
|------------|--|---|
| <b>49a</b> |  | X |
|------------|--|---|

**b** If "Yes," was the related organization a section 527 organization? . . . . .

|            |  |  |
|------------|--|--|
| <b>49b</b> |  |  |
|------------|--|--|

**50** Complete this table for the organization's five highest compensated employees (other than officers, directors, trustees, and key employees) who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

| (a) Name and title of each employee | (b) Average hours per week devoted to position | (c) Reportable compensation (Forms W-2/1099-MISC/1099-NEC) | (d) Health benefits, contributions to employee benefit plans, and deferred compensation | (e) Estimated amount of other compensation |
|-------------------------------------|------------------------------------------------|------------------------------------------------------------|-----------------------------------------------------------------------------------------|--------------------------------------------|
| NONE                                |                                                |                                                            |                                                                                         |                                            |
|                                     |                                                |                                                            |                                                                                         |                                            |
|                                     |                                                |                                                            |                                                                                         |                                            |
|                                     |                                                |                                                            |                                                                                         |                                            |
|                                     |                                                |                                                            |                                                                                         |                                            |
|                                     |                                                |                                                            |                                                                                         |                                            |

**f** Total number of other employees paid over \$100,000 . . . . .

**51** Complete this table for the organization's five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

| (a) Name and business address of each independent contractor | (b) Type of service | (c) Compensation |
|--------------------------------------------------------------|---------------------|------------------|
| NONE                                                         |                     |                  |
|                                                              |                     |                  |
|                                                              |                     |                  |
|                                                              |                     |                  |
|                                                              |                     |                  |
|                                                              |                     |                  |

**d** Total number of other independent contractors each receiving over \$100,000 . . . . .

**52** Did the organization complete Schedule A? **Note:** All section 501(c)(3) organizations must attach a completed Schedule A . . . . . ☒ Yes ☐ No

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

|                  |                                                               |      |
|------------------|---------------------------------------------------------------|------|
| <b>Sign Here</b> | Signature of officer<br><b>BILL KIGHT, EXECUTIVE DIRECTOR</b> | Date |
|                  | Type or print name and title                                  |      |

|                               |                                                              |                      |                           |                                                 |                          |
|-------------------------------|--------------------------------------------------------------|----------------------|---------------------------|-------------------------------------------------|--------------------------|
| <b>Paid Preparer Use Only</b> | Print/Type preparer's name<br><b>DavidM Reynolds</b>         | Preparer's signature | Date<br><b>09/06/2022</b> | Check <input type="checkbox"/> if self-employed | PTIN<br><b>P00936184</b> |
|                               | Firm's name <b>David M Reynolds CPA PC</b>                   |                      |                           | Firm's EIN <b>84-1157599</b>                    |                          |
|                               | Firm's address <b>228 N 7th Street, New Castle, CO 81647</b> |                      |                           | Phone no. <b>(970)945-7734</b>                  |                          |

May the IRS discuss this return with the preparer shown above? See instructions . . . . . ☒ Yes ☐ No

**Additional information from your Form 990-EZ: Short Form Return of Organization Exempt from Income Tax****Form 990-EZ: Short Form Return of Organization Exempt from Income Tax****Line 8: Other Revenue****Continuation Statement**

| Description  | Amount         |
|--------------|----------------|
| PPP          | 11,736.        |
| MISC         | 3,211.         |
| <b>Total</b> | <b>14,947.</b> |

**Form 990-EZ: Short Form Return of Organization Exempt from Income Tax****Line 16: Other Expenses****Continuation Statement**

| Description       | Amount         |
|-------------------|----------------|
| ADVERTISING       | 1,200.         |
| COGS              | 3,652.         |
| ARCHIVAL EXPENSE  | 1,172.         |
| CREDIT CARD FEES  | 896.           |
| DUES              | 1,330.         |
| EDUCATION         | 115.           |
| COMPUTER EXPENSE  | 1,220.         |
| SECURITY          | 495.           |
| SUPPLIES          | 963.           |
| INTEREST EXPENSE  | 490.           |
| DISPLAY           | 1,064.         |
| MISC              | 835.           |
| COKE OVEN EXPENSE | 421.           |
| GRANT EXPENSE     | 3,575.         |
| CONTRIBUTIONS     | 120.           |
| <b>Total</b>      | <b>17,548.</b> |

**SCHEDULE A**  
**(Form 990)**

Department of the Treasury  
Internal Revenue Service

**Public Charity Status and Public Support**

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.

► Attach to Form 990 or Form 990-EZ.

► Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

OMB No. 1545-0047

**2021**

**Open to Public  
Inspection**

Name of the organization

THE GLENWOOD SPRINGS HISTORICAL SOCIETY, INC

Employer identification number

23-7136776

**Part I Reason for Public Charity Status.** (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 12, check only one box.)

- 1 ☐ A church, convention of churches, or association of churches described in **section 170(b)(1)(A)(i).**
- 2 ☐ A school described in **section 170(b)(1)(A)(ii).** (Attach Schedule E (Form 990).)
- 3 ☐ A hospital or a cooperative hospital service organization described in **section 170(b)(1)(A)(iii).**
- 4 ☐ A medical research organization operated in conjunction with a hospital described in **section 170(b)(1)(A)(iii).** Enter the hospital's name, city, and state: \_\_\_\_\_
- 5 ☐ An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv).** (Complete Part II.)
- 6 ☐ A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v).**
- 7 ☐ An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
- 8 ☐ A community trust described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
- 9 ☐ An agricultural research organization described in **section 170(b)(1)(A)(ix)** operated in conjunction with a land-grant college or university or a non-land-grant college of agriculture (see instructions). Enter the name, city, and state of the college or university: \_\_\_\_\_
- 10 ☒ An organization that normally receives (1) more than 33 1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions, subject to certain exceptions; and (2) no more than 33 1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See **section 509(a)(2).** (Complete Part III.)
- 11 ☐ An organization organized and operated exclusively to test for public safety. See **section 509(a)(4).**
- 12 ☐ An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in **section 509(a)(1)** or **section 509(a)(2).** See **section 509(a)(3).** Check the box on lines 12a through 12d that describes the type of supporting organization and complete lines 12e, 12f, and 12g.
  - a ☐ **Type I.** A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. **You must complete Part IV, Sections A and B.**
  - b ☐ **Type II.** A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). **You must complete Part IV, Sections A and C.**
  - c ☐ **Type III functionally integrated.** A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). **You must complete Part IV, Sections A, D, and E.**
  - d ☐ **Type III non-functionally integrated.** A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). **You must complete Part IV, Sections A and D, and Part V.**
  - e ☐ Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.
  - f Enter the number of supported organizations . . . . .
  - g Provide the following information about the supported organization(s).

| (i) Name of supported organization | (ii) EIN | (iii) Type of organization (described on lines 1–10 above (see instructions)) | (iv) Is the organization listed in your governing document? |    | (v) Amount of monetary support (see instructions) | (vi) Amount of other support (see instructions) |
|------------------------------------|----------|-------------------------------------------------------------------------------|-------------------------------------------------------------|----|---------------------------------------------------|-------------------------------------------------|
|                                    |          |                                                                               | Yes                                                         | No |                                                   |                                                 |
| (A)                                |          |                                                                               |                                                             |    |                                                   |                                                 |
| (B)                                |          |                                                                               |                                                             |    |                                                   |                                                 |
| (C)                                |          |                                                                               |                                                             |    |                                                   |                                                 |
| (D)                                |          |                                                                               |                                                             |    |                                                   |                                                 |
| (E)                                |          |                                                                               |                                                             |    |                                                   |                                                 |
| <b>Total</b>                       |          |                                                                               |                                                             |    |                                                   |                                                 |

**Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)**

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

**Section A. Public Support**

| Calendar year (or fiscal year beginning in) ►                                                                                                                                                                          | (a) 2017 | (b) 2018 | (c) 2019 | (d) 2020 | (e) 2021 | (f) Total |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|----------|----------|----------|-----------|
| <b>1</b> Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.") . . . . .                                                                                                  |          |          |          |          |          |           |
| <b>2</b> Tax revenues levied for the organization's benefit and either paid to or expended on its behalf . . . . .                                                                                                     |          |          |          |          |          |           |
| <b>3</b> The value of services or facilities furnished by a governmental unit to the organization without charge . . . . .                                                                                             |          |          |          |          |          |           |
| <b>4 Total.</b> Add lines 1 through 3 . . . . .                                                                                                                                                                        |          |          |          |          |          |           |
| <b>5</b> The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f) . . . . . |          |          |          |          |          |           |
| <b>6 Public support.</b> Subtract line 5 from line 4                                                                                                                                                                   |          |          |          |          |          |           |

**Section B. Total Support**

| Calendar year (or fiscal year beginning in) ►                                                                                                                                                                                  | (a) 2017 | (b) 2018 | (c) 2019 | (d) 2020 | (e) 2021  | (f) Total |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|----------|----------|-----------|-----------|
| <b>7</b> Amounts from line 4 . . . . .                                                                                                                                                                                         |          |          |          |          |           |           |
| <b>8</b> Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources . . . . .                                                                             |          |          |          |          |           |           |
| <b>9</b> Net income from unrelated business activities, whether or not the business is regularly carried on . . . . .                                                                                                          |          |          |          |          |           |           |
| <b>10</b> Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.) . . . . .                                                                                                            |          |          |          |          |           |           |
| <b>11 Total support.</b> Add lines 7 through 10                                                                                                                                                                                |          |          |          |          |           |           |
| <b>12</b> Gross receipts from related activities, etc. (see instructions) . . . . .                                                                                                                                            |          |          |          |          | <b>12</b> |           |
| <b>13 First 5 years.</b> If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and <b>stop here</b> . . . . . <input type="checkbox"/> |          |          |          |          |           |           |

**Section C. Computation of Public Support Percentage**

|                                                                                                                                                                                                                                                                                                                                                                                                                                            |           |   |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|---|
| <b>14</b> Public support percentage for 2021 (line 6, column (f), divided by line 11, column (f)) . . . . .                                                                                                                                                                                                                                                                                                                                | <b>14</b> | % |
| <b>15</b> Public support percentage from 2020 Schedule A, Part II, line 14 . . . . .                                                                                                                                                                                                                                                                                                                                                       | <b>15</b> | % |
| <b>16a 33<sup>1</sup>/<sub>3</sub>% support test—2021.</b> If the organization did not check the box on line 13, and line 14 is 33 <sup>1</sup> / <sub>3</sub> % or more, check this box and <b>stop here</b> . The organization qualifies as a publicly supported organization . . . . . <input type="checkbox"/>                                                                                                                         |           |   |
| <b>b 33<sup>1</sup>/<sub>3</sub>% support test—2020.</b> If the organization did not check a box on line 13 or 16a, and line 15 is 33 <sup>1</sup> / <sub>3</sub> % or more, check this box and <b>stop here</b> . The organization qualifies as a publicly supported organization . . . . . <input type="checkbox"/>                                                                                                                      |           |   |
| <b>17a 10%-facts-and-circumstances test—2021.</b> If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and <b>stop here</b> . Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization . . . . . <input type="checkbox"/>    |           |   |
| <b>b 10%-facts-and-circumstances test—2020.</b> If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and <b>stop here</b> . Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization . . . . . <input type="checkbox"/> |           |   |
| <b>18 Private foundation.</b> If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions . . . . . <input type="checkbox"/>                                                                                                                                                                                                                                                            |           |   |



**Part III Support Schedule for Organizations Described in Section 509(a)(2)**

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II.  
If the organization fails to qualify under the tests listed below, please complete Part II.)

**Section A. Public Support**

| Calendar year (or fiscal year beginning in) ►                                                                                                                                             | (a) 2017 | (b) 2018 | (c) 2019 | (d) 2020 | (e) 2021 | (f) Total |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|----------|----------|----------|-----------|
| <b>1</b> Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")                                                                               | 91,970.  | 97,150.  | 103,501. | 110,973. | 111,815. | 515,409.  |
| <b>2</b> Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose . . . . | 31,671.  | 35,097.  | 45,718.  | 13,693.  | 47,161.  | 173,340.  |
| <b>3</b> Gross receipts from activities that are not an unrelated trade or business under section 513                                                                                     |          |          |          |          |          |           |
| <b>4</b> Tax revenues levied for the organization's benefit and either paid to or expended on its behalf . . . .                                                                          |          |          |          |          |          |           |
| <b>5</b> The value of services or facilities furnished by a governmental unit to the organization without charge . . . .                                                                  |          |          |          |          |          |           |
| <b>6 Total.</b> Add lines 1 through 5 . . . .                                                                                                                                             | 123,641. | 132,247. | 149,219. | 124,666. | 158,976. | 688,749.  |
| <b>7a</b> Amounts included on lines 1, 2, and 3 received from disqualified persons . .                                                                                                    | 5,000.   |          | 0.       |          |          | 5,000.    |
| <b>b</b> Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year                   |          |          |          |          |          |           |
| <b>c</b> Add lines 7a and 7b . . . .                                                                                                                                                      | 5,000.   |          | 0.       |          |          | 5,000.    |
| <b>8 Public support.</b> (Subtract line 7c from line 6.) . . . .                                                                                                                          |          |          |          |          |          | 683,749.  |

**Section B. Total Support**

| Calendar year (or fiscal year beginning in) ►                                                                                                                                                                                | (a) 2017 | (b) 2018 | (c) 2019 | (d) 2020 | (e) 2021 | (f) Total |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|----------|----------|----------|-----------|
| <b>9</b> Amounts from line 6 . . . .                                                                                                                                                                                         | 123,641. | 132,247. | 149,219. | 124,666. | 158,976. | 688,749.  |
| <b>10a</b> Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources .                                                                                 | 4.       | 2.       | 6.       | 1.       | 0.       | 13.       |
| <b>b</b> Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975 . . . .                                                                                                     |          |          |          |          |          |           |
| <b>c</b> Add lines 10a and 10b . . . .                                                                                                                                                                                       | 4.       | 2.       | 6.       | 1.       | 0.       | 13.       |
| <b>11</b> Net income from unrelated business activities not included on line 10b, whether or not the business is regularly carried on                                                                                        |          |          |          |          |          |           |
| <b>12</b> Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.) . . . .                                                                                                            |          |          |          |          |          |           |
| <b>13 Total support.</b> (Add lines 9, 10c, 11, and 12.) . . . .                                                                                                                                                             | 123,645. | 132,249. | 149,225. | 124,667. | 158,976. | 688,762.  |
| <b>14 First 5 years.</b> If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and <b>stop here</b> . . . . <input type="checkbox"/> |          |          |          |          |          |           |

**Section C. Computation of Public Support Percentage**

|                                                                                                           |           |         |
|-----------------------------------------------------------------------------------------------------------|-----------|---------|
| <b>15</b> Public support percentage for 2021 (line 8, column (f), divided by line 13, column (f)) . . . . | <b>15</b> | 99.27 % |
| <b>16</b> Public support percentage from 2020 Schedule A, Part III, line 15 . . . .                       | <b>16</b> | 99.2 %  |

**Section D. Computation of Investment Income Percentage**

|                                                                                                                                                                                                                                                                                                                        |           |     |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-----|
| <b>17</b> Investment income percentage for <b>2021</b> (line 10c, column (f), divided by line 13, column (f)) . . . .                                                                                                                                                                                                  | <b>17</b> | 0 % |
| <b>18</b> Investment income percentage from <b>2020</b> Schedule A, Part III, line 17 . . . .                                                                                                                                                                                                                          | <b>18</b> | 0 % |
| <b>19a 33 1/3% support tests—2021.</b> If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and <b>stop here</b> . The organization qualifies as a publicly supported organization . . . . <input checked="" type="checkbox"/> |           |     |
| <b>b 33 1/3% support tests—2020.</b> If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and <b>stop here</b> . The organization qualifies as a publicly supported organization . . . . <input type="checkbox"/>    |           |     |
| <b>20 Private foundation.</b> If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions . . . . <input type="checkbox"/>                                                                                                                                                    |           |     |

**Part IV Supporting Organizations**

(Complete only if you checked a box in line 12 on Part I. If you checked box 12a, Part I, complete Sections A and B. If you checked box 12b, Part I, complete Sections A and C. If you checked box 12c, Part I, complete Sections A, D, and E. If you checked box 12d, Part I, complete Sections A and D, and complete Part V.)

**Section A. All Supporting Organizations**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Yes | No |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|
| <b>1</b> Are all of the organization's supported organizations listed by name in the organization's governing documents? <i>If "No," describe in <b>Part VI</b> how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.</i>                                                                                                                                                                                                                    |     |    |
| <b>2</b> Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? <i>If "Yes," explain in <b>Part VI</b> how the organization determined that the supported organization was described in section 509(a)(1) or (2).</i>                                                                                                                                                                                                                                                 |     |    |
| <b>3a</b> Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? <i>If "Yes," answer lines 3b and 3c below.</i>                                                                                                                                                                                                                                                                                                                                                                                              |     |    |
| <b>b</b> Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? <i>If "Yes," describe in <b>Part VI</b> when and how the organization made the determination.</i>                                                                                                                                                                                                                                                               |     |    |
| <b>c</b> Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? <i>If "Yes," explain in <b>Part VI</b> what controls the organization put in place to ensure such use.</i>                                                                                                                                                                                                                                                                                                        |     |    |
| <b>4a</b> Was any supported organization not organized in the United States ("foreign supported organization")? <i>If "Yes," and if you checked box 12a or 12b in Part I, answer lines 4b and 4c below.</i>                                                                                                                                                                                                                                                                                                                                           |     |    |
| <b>b</b> Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? <i>If "Yes," describe in <b>Part VI</b> how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.</i>                                                                                                                                                                                                            |     |    |
| <b>c</b> Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? <i>If "Yes," explain in <b>Part VI</b> what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.</i>                                                                                                                                                                               |     |    |
| <b>5a</b> Did the organization add, substitute, or remove any supported organizations during the tax year? <i>If "Yes," answer lines 5b and 5c below (if applicable). Also, provide detail in <b>Part VI</b>, including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).</i> |     |    |
| <b>b Type I or Type II only.</b> Was any added or substituted supported organization part of a class already designated in the organization's organizing document?                                                                                                                                                                                                                                                                                                                                                                                    |     |    |
| <b>c Substitutions only.</b> Was the substitution the result of an event beyond the organization's control?                                                                                                                                                                                                                                                                                                                                                                                                                                           |     |    |
| <b>6</b> Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? <i>If "Yes," provide detail in <b>Part VI</b>.</i>                                                              |     |    |
| <b>7</b> Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (as defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? <i>If "Yes," complete Part I of Schedule L (Form 990).</i>                                                                                                                                                                                                         |     |    |
| <b>8</b> Did the organization make a loan to a disqualified person (as defined in section 4958) not described on line 7? <i>If "Yes," complete Part I of Schedule L (Form 990).</i>                                                                                                                                                                                                                                                                                                                                                                   |     |    |
| <b>9a</b> Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons, as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? <i>If "Yes," provide detail in <b>Part VI</b>.</i>                                                                                                                                                                                                                                         |     |    |
| <b>b</b> Did one or more disqualified persons (as defined on line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? <i>If "Yes," provide detail in <b>Part VI</b>.</i>                                                                                                                                                                                                                                                                                                                              |     |    |
| <b>c</b> Did a disqualified person (as defined on line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? <i>If "Yes," provide detail in <b>Part VI</b>.</i>                                                                                                                                                                                                                                                                                                   |     |    |
| <b>10a</b> Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? <i>If "Yes," answer line 10b below.</i>                                                                                                                                                                                                                                                         |     |    |
| <b>b</b> Did the organization have any excess business holdings in the tax year? <i>(Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)</i>                                                                                                                                                                                                                                                                                                                                                              |     |    |

**Part IV Supporting Organizations** (continued)

|                                                                                                                                                                                    | Yes | No |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|
| <b>11</b> Has the organization accepted a gift or contribution from any of the following persons?                                                                                  |     |    |
| <b>a</b> A person who directly or indirectly controls, either alone or together with persons described on lines 11b and 11c below, the governing body of a supported organization? |     |    |
| <b>11a</b>                                                                                                                                                                         |     |    |
| <b>b</b> A family member of a person described on line 11a above?                                                                                                                  |     |    |
| <b>11b</b>                                                                                                                                                                         |     |    |
| <b>c</b> A 35% controlled entity of a person described on line 11a or 11b above? If "Yes" to line 11a, 11b, or 11c, provide detail in <b>Part VI</b> .                             |     |    |
| <b>11c</b>                                                                                                                                                                         |     |    |

**Section B. Type I Supporting Organizations**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Yes | No |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|
| <b>1</b> Did the governing body, members of the governing body, officers acting in their official capacity, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's officers, directors, or trustees at all times during the tax year? If "No," describe in <b>Part VI</b> how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove officers, directors, or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year. |     |    |
| <b>1</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |     |    |
| <b>2</b> Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? If "Yes," explain in <b>Part VI</b> how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.                                                                                                                                                                                                                                                                                                                                                                         |     |    |
| <b>2</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |     |    |

**Section C. Type II Supporting Organizations**

|                                                                                                                                                                                                                                                                                                                                                                                      | Yes | No |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|
| <b>1</b> Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? If "No," describe in <b>Part VI</b> how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s). |     |    |
| <b>1</b>                                                                                                                                                                                                                                                                                                                                                                             |     |    |

**Section D. All Type III Supporting Organizations**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Yes | No |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|
| <b>1</b> Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided? |     |    |
| <b>1</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |     |    |
| <b>2</b> Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? If "No," explain in <b>Part VI</b> how the organization maintained a close and continuous working relationship with the supported organization(s).                                                                                                                       |     |    |
| <b>2</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |     |    |
| <b>3</b> By reason of the relationship described on line 2, above, did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? If "Yes," describe in <b>Part VI</b> the role the organization's supported organizations played in this regard.                                                                                |     |    |
| <b>3</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |     |    |

**Section E. Type III Functionally Integrated Supporting Organizations**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |  |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|
| <b>1</b> Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions).                                                                                                                                                                                                                                                                                                                                                                                              |  |  |  |
| <b>a</b> <input type="checkbox"/> The organization satisfied the Activities Test. Complete <b>line 2</b> below.                                                                                                                                                                                                                                                                                                                                                                                                                         |  |  |  |
| <b>b</b> <input type="checkbox"/> The organization is the parent of each of its supported organizations. Complete <b>line 3</b> below.                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  |
| <b>c</b> <input type="checkbox"/> The organization supported a governmental entity. Describe in <b>Part VI</b> how you supported a governmental entity (see instructions).                                                                                                                                                                                                                                                                                                                                                              |  |  |  |
| <b>2</b> Activities Test. Answer lines 2a and 2b below.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |  |  |
| <b>a</b> Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? If "Yes," then in <b>Part VI</b> identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities. |  |  |  |
| <b>2a</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |  |  |
| <b>b</b> Did the activities described on line 2a, above, constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? If "Yes," explain in <b>Part VI</b> the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.                                                                                                                  |  |  |  |
| <b>2b</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |  |  |
| <b>3</b> Parent of Supported Organizations. Answer lines 3a and 3b below.                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |  |  |
| <b>a</b> Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? If "Yes" or "No," provide details in <b>Part VI</b> .                                                                                                                                                                                                                                                                                                             |  |  |  |
| <b>3a</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |  |  |
| <b>b</b> Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? If "Yes," describe in <b>Part VI</b> the role played by the organization in this regard.                                                                                                                                                                                                                                                                                   |  |  |  |
| <b>3b</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |  |  |

**Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations**

- 1** ☐ Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (*explain in Part VI*). **See instructions.** All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

| <b>Section A—Adjusted Net Income</b>  |                                                                                                                                                                                                          | (A) Prior Year | (B) Current Year (optional) |
|---------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-----------------------------|
| <b>1</b>                              | Net short-term capital gain                                                                                                                                                                              | <b>1</b>       |                             |
| <b>2</b>                              | Recoveries of prior-year distributions                                                                                                                                                                   | <b>2</b>       |                             |
| <b>3</b>                              | Other gross income (see instructions)                                                                                                                                                                    | <b>3</b>       |                             |
| <b>4</b>                              | Add lines 1 through 3.                                                                                                                                                                                   | <b>4</b>       |                             |
| <b>5</b>                              | Depreciation and depletion                                                                                                                                                                               | <b>5</b>       |                             |
| <b>6</b>                              | Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions) | <b>6</b>       |                             |
| <b>7</b>                              | Other expenses (see instructions)                                                                                                                                                                        | <b>7</b>       |                             |
| <b>8</b>                              | <b>Adjusted Net Income</b> (subtract lines 5, 6, and 7 from line 4)                                                                                                                                      | <b>8</b>       |                             |
| <b>Section B—Minimum Asset Amount</b> |                                                                                                                                                                                                          | (A) Prior Year | (B) Current Year (optional) |
| <b>1</b>                              | Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):                                                                          |                |                             |
| <b>a</b>                              | Average monthly value of securities                                                                                                                                                                      | <b>1a</b>      |                             |
| <b>b</b>                              | Average monthly cash balances                                                                                                                                                                            | <b>1b</b>      |                             |
| <b>c</b>                              | Fair market value of other non-exempt-use assets                                                                                                                                                         | <b>1c</b>      |                             |
| <b>d</b>                              | <b>Total</b> (add lines 1a, 1b, and 1c)                                                                                                                                                                  | <b>1d</b>      |                             |
| <b>e</b>                              | <b>Discount</b> claimed for blockage or other factors ( <i>explain in detail in Part VI</i> ):                                                                                                           |                |                             |
| <b>2</b>                              | Acquisition indebtedness applicable to non-exempt-use assets                                                                                                                                             | <b>2</b>       |                             |
| <b>3</b>                              | Subtract line 2 from line 1d.                                                                                                                                                                            | <b>3</b>       |                             |
| <b>4</b>                              | Cash deemed held for exempt use. Enter 0.015 of line 3 (for greater amount, see instructions).                                                                                                           | <b>4</b>       |                             |
| <b>5</b>                              | Net value of non-exempt-use assets (subtract line 4 from line 3)                                                                                                                                         | <b>5</b>       |                             |
| <b>6</b>                              | Multiply line 5 by 0.035.                                                                                                                                                                                | <b>6</b>       |                             |
| <b>7</b>                              | Recoveries of prior-year distributions                                                                                                                                                                   | <b>7</b>       |                             |
| <b>8</b>                              | <b>Minimum Asset Amount</b> (add line 7 to line 6)                                                                                                                                                       | <b>8</b>       |                             |
| <b>Section C—Distributable Amount</b> |                                                                                                                                                                                                          |                | Current Year                |
| <b>1</b>                              | Adjusted net income for prior year (from Section A, line 8, column A)                                                                                                                                    | <b>1</b>       |                             |
| <b>2</b>                              | Enter 0.85 of line 1.                                                                                                                                                                                    | <b>2</b>       |                             |
| <b>3</b>                              | Minimum asset amount for prior year (from Section B, line 8, column A)                                                                                                                                   | <b>3</b>       |                             |
| <b>4</b>                              | Enter greater of line 2 or line 3.                                                                                                                                                                       | <b>4</b>       |                             |
| <b>5</b>                              | Income tax imposed in prior year                                                                                                                                                                         | <b>5</b>       |                             |
| <b>6</b>                              | <b>Distributable Amount.</b> Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions).                                                                            | <b>6</b>       |                             |
| <b>7</b>                              | <input type="checkbox"/> Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).                                |                |                             |

**Part V** Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations (continued)

| Section D—Distributions |                                                                                                                                                    | Current Year |  |
|-------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|--------------|--|
| <b>1</b>                | Amounts paid to supported organizations to accomplish exempt purposes                                                                              | <b>1</b>     |  |
| <b>2</b>                | Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity              | <b>2</b>     |  |
| <b>3</b>                | Administrative expenses paid to accomplish exempt purposes of supported organizations                                                              | <b>3</b>     |  |
| <b>4</b>                | Amounts paid to acquire exempt-use assets                                                                                                          | <b>4</b>     |  |
| <b>5</b>                | Qualified set-aside amounts (prior IRS approval required—provide details in <b>Part VI</b> )                                                       | <b>5</b>     |  |
| <b>6</b>                | Other distributions (describe in <b>Part VI</b> ). See instructions.                                                                               | <b>6</b>     |  |
| <b>7</b>                | <b>Total annual distributions.</b> Add lines 1 through 6.                                                                                          | <b>7</b>     |  |
| <b>8</b>                | Distributions to attentive supported organizations to which the organization is responsive (provide details in <b>Part VI</b> ). See instructions. | <b>8</b>     |  |
| <b>9</b>                | Distributable amount for 2021 from Section C, line 6                                                                                               | <b>9</b>     |  |
| <b>10</b>               | Line 8 amount divided by line 9 amount                                                                                                             | <b>10</b>    |  |

| Section E—Distribution Allocations (see instructions)                                                                                                                                    | (i)<br>Excess Distributions | (ii)<br>Underdistributions<br>Pre-2021 | (iii)<br>Distributable<br>Amount for 2021 |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|----------------------------------------|-------------------------------------------|
| <b>1</b> Distributable amount for 2021 from Section C, line 6                                                                                                                            |                             |                                        |                                           |
| <b>2</b> Underdistributions, if any, for years prior to 2021 (reasonable cause required—explain in <b>Part VI</b> ). See instructions.                                                   |                             |                                        |                                           |
| <b>3</b> Excess distributions carryover, if any, to 2021                                                                                                                                 |                             |                                        |                                           |
| <b>a</b> From 2016 . . . . .                                                                                                                                                             |                             |                                        |                                           |
| <b>b</b> From 2017 . . . . .                                                                                                                                                             |                             |                                        |                                           |
| <b>c</b> From 2018 . . . . .                                                                                                                                                             |                             |                                        |                                           |
| <b>d</b> From 2019 . . . . .                                                                                                                                                             |                             |                                        |                                           |
| <b>e</b> From 2020 . . . . .                                                                                                                                                             |                             |                                        |                                           |
| <b>f</b> <b>Total</b> of lines 3a through 3e                                                                                                                                             |                             |                                        |                                           |
| <b>g</b> Applied to underdistributions of prior years                                                                                                                                    |                             |                                        |                                           |
| <b>h</b> Applied to 2021 distributable amount                                                                                                                                            |                             |                                        |                                           |
| <b>i</b> Carryover from 2016 not applied (see instructions)                                                                                                                              |                             |                                        |                                           |
| <b>j</b> Remainder. Subtract lines 3g, 3h, and 3i from line 3f.                                                                                                                          |                             |                                        |                                           |
| <b>4</b> Distributions for 2021 from Section D, line 7: \$                                                                                                                               |                             |                                        |                                           |
| <b>a</b> Applied to underdistributions of prior years                                                                                                                                    |                             |                                        |                                           |
| <b>b</b> Applied to 2021 distributable amount                                                                                                                                            |                             |                                        |                                           |
| <b>c</b> Remainder. Subtract lines 4a and 4b from line 4.                                                                                                                                |                             |                                        |                                           |
| <b>5</b> Remaining underdistributions for years prior to 2021, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, explain in <b>Part VI</b> . See instructions. |                             |                                        |                                           |
| <b>6</b> Remaining underdistributions for 2021. Subtract lines 3h and 4b from line 1. For result greater than zero, explain in <b>Part VI</b> . See instructions.                        |                             |                                        |                                           |
| <b>7</b> <b>Excess distributions carryover to 2022.</b> Add lines 3j and 4c.                                                                                                             |                             |                                        |                                           |
| <b>8</b> Breakdown of line 7:                                                                                                                                                            |                             |                                        |                                           |
| <b>a</b> Excess from 2017 . . .                                                                                                                                                          |                             |                                        |                                           |
| <b>b</b> Excess from 2018 . . .                                                                                                                                                          |                             |                                        |                                           |
| <b>c</b> Excess from 2019 . . .                                                                                                                                                          |                             |                                        |                                           |
| <b>d</b> Excess from 2020 . . .                                                                                                                                                          |                             |                                        |                                           |
| <b>e</b> Excess from 2021 . . .                                                                                                                                                          |                             |                                        |                                           |



## Part VI

**Supplemental Information.** Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a, and 3b; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5, 6, and 8; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information. (See instructions.)

**Schedule B  
(Form 990)**

Department of the Treasury  
Internal Revenue Service

**Schedule of Contributors**

► Attach to Form 990 or Form 990-PF.  
► Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for the latest information.

OMB No. 1545-0047

**2021**

Name of the organization

THE GLENWOOD SPRINGS HISTORICAL SOCIETY, INC

Employer identification number

23-7136776

**Organization type** (check one):

**Filers of:**

**Section:**

Form 990 or 990-EZ

☒ 501(c)( 3 ) (enter number) organization

☐ 4947(a)(1) nonexempt charitable trust **not** treated as a private foundation

☐ 527 political organization

Form 990-PF

☐ 501(c)(3) exempt private foundation

☐ 4947(a)(1) nonexempt charitable trust treated as a private foundation

☐ 501(c)(3) taxable private foundation

Check if your organization is covered by the **General Rule** or a **Special Rule**.

**Note:** Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.

**General Rule**

- ☒ For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, contributions totaling \$5,000 or more (in money or property) from any one contributor. Complete Parts I and II. See instructions for determining a contributor's total contributions.

**Special Rules**

- ☐ For an organization described in section 501(c)(3) filing Form 990 or 990-EZ that met the 33 $\frac{1}{3}$ % support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi), that checked Schedule A (Form 990), Part II, line 13, 16a, or 16b, and that received from any one contributor, during the year, total contributions of the greater of **(1)** \$5,000; or **(2)** 2% of the amount on (i) Form 990, Part VIII, line 1h; or (ii) Form 990-EZ, line 1. Complete Parts I and II.
- ☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than \$1,000 *exclusively* for religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals. Complete Parts I (entering "N/A" in column (b) instead of the contributor name and address), II, and III.
- ☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions *exclusively* for religious, charitable, etc., purposes, but no such contributions totaled more than \$1,000. If this box is checked, enter here the total contributions that were received during the year for an *exclusively* religious, charitable, etc., purpose. Don't complete any of the parts unless the **General Rule** applies to this organization because it received *nonexclusively* religious, charitable, etc., contributions totaling \$5,000 or more during the year . . . . . ► \$ \_\_\_\_\_

**Caution:** An organization that isn't covered by the General Rule and/or the Special Rules doesn't file Schedule B (Form 990), but it **must** answer "No" on Part IV, line 2, of its Form 990; or check the box on line H of its Form 990-EZ or on its Form 990-PF, Part I, line 2, to certify that it doesn't meet the filing requirements of Schedule B (Form 990).

Name of organization

THE GLENWOOD SPRINGS HISTORICAL SOCIETY, INC

Employer identification number

23-7136776

**Part I** **Contributors** (see instructions). Use duplicate copies of Part I if additional space is needed.

| (a)<br>No. | (b)<br>Name, address, and ZIP + 4                                                            | (c)<br>Total contributions | (d)<br>Type of contribution                                                                                                                                                              |
|------------|----------------------------------------------------------------------------------------------|----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1          | CITY OPF GLENWOOD SPRINGS<br>101 W 8TH STREET<br>GLENWOOD SPRINGS CO 81601                   | \$ 60,000.                 | <b>Person</b> <input checked="" type="checkbox"/><br><b>Payroll</b> <input type="checkbox"/><br><b>Noncash</b> <input type="checkbox"/><br>(Complete Part II for noncash contributions.) |
| 2          | J ROBERT YOUNG ADVISED FUND<br>P O BOX 10000<br>GLENWOOD SPRINGS CO 81602                    | \$ 5,000.                  | <b>Person</b> <input checked="" type="checkbox"/><br><b>Payroll</b> <input type="checkbox"/><br><b>Noncash</b> <input type="checkbox"/><br>(Complete Part II for noncash contributions.) |
| 3          | COLORADO HUMANITIES OUTREACH<br>7935 E PRENTICE AVE, SUITE 450<br>GREENWOOD VILLAGE CO 80111 | \$ 20,000.                 | <b>Person</b> <input checked="" type="checkbox"/><br><b>Payroll</b> <input type="checkbox"/><br><b>Noncash</b> <input type="checkbox"/><br>(Complete Part II for noncash contributions.) |
|            |                                                                                              | \$                         | <b>Person</b> <input type="checkbox"/><br><b>Payroll</b> <input type="checkbox"/><br><b>Noncash</b> <input type="checkbox"/><br>(Complete Part II for noncash contributions.)            |
|            |                                                                                              | \$                         | <b>Person</b> <input type="checkbox"/><br><b>Payroll</b> <input type="checkbox"/><br><b>Noncash</b> <input type="checkbox"/><br>(Complete Part II for noncash contributions.)            |
|            |                                                                                              | \$                         | <b>Person</b> <input type="checkbox"/><br><b>Payroll</b> <input type="checkbox"/><br><b>Noncash</b> <input type="checkbox"/><br>(Complete Part II for noncash contributions.)            |
|            |                                                                                              | \$                         | <b>Person</b> <input type="checkbox"/><br><b>Payroll</b> <input type="checkbox"/><br><b>Noncash</b> <input type="checkbox"/><br>(Complete Part II for noncash contributions.)            |

Name of organization

THE GLENWOOD SPRINGS HISTORICAL SOCIETY, INC

Employer identification number

23-7136776

**Part II** **Noncash Property** (see instructions). Use duplicate copies of Part II if additional space is needed.

| (a) No.<br>from<br>Part I | (b)<br>Description of noncash property given | (c)<br>FMV (or estimate)<br>(See instructions.) | (d)<br>Date received |
|---------------------------|----------------------------------------------|-------------------------------------------------|----------------------|
| -----                     | -----<br>-----<br>-----<br>-----             | \$ -----                                        | -----                |
| (a) No.<br>from<br>Part I | (b)<br>Description of noncash property given | (c)<br>FMV (or estimate)<br>(See instructions.) | (d)<br>Date received |
| -----                     | -----<br>-----<br>-----<br>-----             | \$ -----                                        | -----                |
| (a) No.<br>from<br>Part I | (b)<br>Description of noncash property given | (c)<br>FMV (or estimate)<br>(See instructions.) | (d)<br>Date received |
| -----                     | -----<br>-----<br>-----<br>-----             | \$ -----                                        | -----                |
| (a) No.<br>from<br>Part I | (b)<br>Description of noncash property given | (c)<br>FMV (or estimate)<br>(See instructions.) | (d)<br>Date received |
| -----                     | -----<br>-----<br>-----<br>-----             | \$ -----                                        | -----                |
| (a) No.<br>from<br>Part I | (b)<br>Description of noncash property given | (c)<br>FMV (or estimate)<br>(See instructions.) | (d)<br>Date received |
| -----                     | -----<br>-----<br>-----<br>-----             | \$ -----                                        | -----                |
| (a) No.<br>from<br>Part I | (b)<br>Description of noncash property given | (c)<br>FMV (or estimate)<br>(See instructions.) | (d)<br>Date received |
| -----                     | -----<br>-----<br>-----<br>-----             | \$ -----                                        | -----                |
| (a) No.<br>from<br>Part I | (b)<br>Description of noncash property given | (c)<br>FMV (or estimate)<br>(See instructions.) | (d)<br>Date received |
| -----                     | -----<br>-----<br>-----<br>-----             | \$ -----                                        | -----                |

Name of organization

THE GLENWOOD SPRINGS HISTORICAL SOCIETY, INC

Employer identification number

23-7136776

**Part III** **Exclusively religious, charitable, etc., contributions to organizations described in section 501(c)(7), (8), or (10) that total more than \$1,000 for the year from any one contributor.** Complete columns (a) through (e) and the following line entry. For organizations completing Part III, enter the total of *exclusively* religious, charitable, etc., contributions of **\$1,000 or less** for the year. (Enter this information once. See instructions.) ▶ \$ \_\_\_\_\_

Use duplicate copies of Part III if additional space is needed.

| (a) No. from Part I | (b) Purpose of gift     | (c) Use of gift         | (d) Description of how gift is held |
|---------------------|-------------------------|-------------------------|-------------------------------------|
| -----               | -----<br>-----<br>----- | -----<br>-----<br>----- | -----<br>-----<br>-----             |

**(e) Transfer of gift**

Transferee's name, address, and ZIP + 4

Relationship of transferor to transferee

|                         |                         |
|-------------------------|-------------------------|
| -----<br>-----<br>----- | -----<br>-----<br>----- |
|-------------------------|-------------------------|

| (a) No. from Part I | (b) Purpose of gift     | (c) Use of gift         | (d) Description of how gift is held |
|---------------------|-------------------------|-------------------------|-------------------------------------|
| -----               | -----<br>-----<br>----- | -----<br>-----<br>----- | -----<br>-----<br>-----             |

**(e) Transfer of gift**

Transferee's name, address, and ZIP + 4

Relationship of transferor to transferee

|                         |                         |
|-------------------------|-------------------------|
| -----<br>-----<br>----- | -----<br>-----<br>----- |
|-------------------------|-------------------------|

| (a) No. from Part I | (b) Purpose of gift     | (c) Use of gift         | (d) Description of how gift is held |
|---------------------|-------------------------|-------------------------|-------------------------------------|
| -----               | -----<br>-----<br>----- | -----<br>-----<br>----- | -----<br>-----<br>-----             |

**(e) Transfer of gift**

Transferee's name, address, and ZIP + 4

Relationship of transferor to transferee

|                         |                         |
|-------------------------|-------------------------|
| -----<br>-----<br>----- | -----<br>-----<br>----- |
|-------------------------|-------------------------|

| (a) No. from Part I | (b) Purpose of gift     | (c) Use of gift         | (d) Description of how gift is held |
|---------------------|-------------------------|-------------------------|-------------------------------------|
| -----               | -----<br>-----<br>----- | -----<br>-----<br>----- | -----<br>-----<br>-----             |

**(e) Transfer of gift**

Transferee's name, address, and ZIP + 4

Relationship of transferor to transferee

|                         |                         |
|-------------------------|-------------------------|
| -----<br>-----<br>----- | -----<br>-----<br>----- |
|-------------------------|-------------------------|



**SCHEDULE O  
(Form 990)**

Department of the Treasury  
Internal Revenue Service

**Supplemental Information to Form 990 or 990-EZ**

Complete to provide information for responses to specific questions on  
Form 990 or 990-EZ or to provide any additional information.

► Attach to Form 990 or Form 990-EZ.

► Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for the latest information.

OMB No. 1545-0047

**2021**

**Open to Public  
Inspection**

Name of the organization

THE GLENWOOD SPRINGS HISTORICAL SOCIETY, INC

Employer identification number

23-7136776

Pt I, Line 8:

Description: PPP \$11,736

Description: MISC \$3,211

Pt I, Line 16:

Description: ADVERTISING \$1,200

Description: COGS \$3,652

Description: ARCHIVAL EXPENSE \$1,172

Description: CREDIT CARD FEES \$896

Description: DUES \$1,330

Description: EDUCATION \$115

Description: COMPUTER EXPENSE \$1,220

Description: SECURITY \$495

Description: SUPPLIES \$963

Description: INTEREST EXPENSE \$490

Description: DISPLAY \$1,064

Description: MISC \$835

Description: COKE OVEN EXPENSE \$421

Description: GRANT EXPENSE \$3,575

Description: CONTRIBUTIONS \$120

Pt II, Line 24:

Description: Equipment Beginning of Year: \$121,102 End of Year: \$121,102

Pt II, Line 26:

Description: Payroll and Sales taxes Beginning of Year: \$1,658 End of Year: \$2,000

Description: N/P GUN Beginning of Year: \$25,091 End of Year: \$8,978

**IRS e-file Signature Authorization  
for a Tax Exempt Entity**

OMB No. 1545-0047

Department of the Treasury  
Internal Revenue Service

For calendar year 2021, or fiscal year beginning \_\_\_\_\_, 2021, and ending \_\_\_\_\_, 20\_\_\_\_\_

▶ **Do not send to the IRS. Keep for your records.**▶ **Go to [www.irs.gov/Form8879TE](http://www.irs.gov/Form8879TE) for the latest information.****2021**

Name of filer

THE GLENWOOD SPRINGS HISTORICAL SOCIETY, INC

EIN or SSN

23-7136776

Name and title of officer or person subject to tax

BILL KIGHT, EXECUTIVE DIRECTOR

**Part I Type of Return and Return Information**

Check the box for the return for which you are using this Form 8879-TE and enter the applicable amount, if any, from the return. Form 8038-CP and Form 5330 filers may enter dollars and cents. For all other forms, enter whole dollars only. If you check the box on line **1a, 2a, 3a, 4a, 5a, 6a, 7a, 8a, 9a, or 10a** below, and the amount on that line for the return being filed with this form was blank, then leave line **1b, 2b, 3b, 4b, 5b, 6b, 7b, 8b, 9b, or 10b**, whichever is applicable, blank (do not enter -0-). But, if you entered -0- on the return, then enter -0- on the applicable line below. **Do not** complete more than one line in Part I.

|                                                                              |                                                                                 |                           |
|------------------------------------------------------------------------------|---------------------------------------------------------------------------------|---------------------------|
| <b>1a</b> Form 990 check here . . . ▶ <input type="checkbox"/>               | <b>b</b> Total revenue, if any (Form 990, Part VIII, column (A), line 12) . . . | <b>1b</b> _____           |
| <b>2a</b> Form 990-EZ check here . . . ▶ <input checked="" type="checkbox"/> | <b>b</b> Total revenue, if any (Form 990-EZ, line 9) . . . . .                  | <b>2b</b> <u>170,713.</u> |
| <b>3a</b> Form 1120-POL check here ▶ <input type="checkbox"/>                | <b>b</b> Total tax (Form 1120-POL, line 22) . . . . .                           | <b>3b</b> _____           |
| <b>4a</b> Form 990-PF check here . . . ▶ <input type="checkbox"/>            | <b>b</b> Tax based on investment income (Form 990-PF, Part V, line 5) . . .     | <b>4b</b> _____           |
| <b>5a</b> Form 8868 check here . . . ▶ <input type="checkbox"/>              | <b>b</b> Balance due (Form 8868, line 3c) . . . . .                             | <b>5b</b> _____           |
| <b>6a</b> Form 990-T check here . . . ▶ <input type="checkbox"/>             | <b>b</b> Total tax (Form 990-T, Part III, line 4) . . . . .                     | <b>6b</b> _____           |
| <b>7a</b> Form 4720 check here . . . ▶ <input type="checkbox"/>              | <b>b</b> Total tax (Form 4720, Part III, line 1) . . . . .                      | <b>7b</b> _____           |
| <b>8a</b> Form 5227 check here . . . ▶ <input type="checkbox"/>              | <b>b</b> FMV of assets at end of tax year (Form 5227, Item D) . . . . .         | <b>8b</b> _____           |
| <b>9a</b> Form 5330 check here . . . ▶ <input type="checkbox"/>              | <b>b</b> Tax due (Form 5330, Part II, line 19) . . . . .                        | <b>9b</b> _____           |
| <b>10a</b> Form 8038-CP check here ▶ <input type="checkbox"/>                | <b>b</b> Amount of credit payment requested (Form 8038-CP, Part III, line 22)   | <b>10b</b> _____          |

**Part II Declaration and Signature Authorization of Officer or Person Subject to Tax**

Under penalties of perjury, I declare that ☒ I am an officer of the above entity or ☐ I am a person subject to tax with respect to (name of entity) \_\_\_\_\_, (EIN) \_\_\_\_\_ and that I have examined a copy of the 2021 electronic return and accompanying schedules and statements, and, to the best of my knowledge and belief, they are true, correct, and complete. I further declare that the amount in Part I above is the amount shown on the copy of the electronic return. I consent to allow my intermediate service provider, transmitter, or electronic return originator (ERO) to send the return to the IRS and to receive from the IRS (a) an acknowledgement of receipt or reason for rejection of the transmission, (b) the reason for any delay in processing the return or refund, and (c) the date of any refund. If applicable, I authorize the U.S. Treasury and its designated Financial Agent to initiate an electronic funds withdrawal (direct debit) entry to the financial institution account indicated in the tax preparation software for payment of the federal taxes owed on this return, and the financial institution to debit the entry to this account. To revoke a payment, I must contact the U.S. Treasury Financial Agent at 1-888-353-4537 no later than 2 business days prior to the payment (settlement) date. I also authorize the financial institutions involved in the processing of the electronic payment of taxes to receive confidential information necessary to answer inquiries and resolve issues related to the payment. I have selected a personal identification number (PIN) as my signature for the electronic return and, if applicable, the consent to electronic funds withdrawal.

**PIN: check one box only**☐ I authorize \_\_\_\_\_

ERO firm name

to enter my PIN

|  |  |  |  |  |  |
|--|--|--|--|--|--|
|  |  |  |  |  |  |
|--|--|--|--|--|--|

as my signature

Enter five numbers, but  
do not enter all zeros

on the tax year 2021 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I also authorize the aforementioned ERO to enter my PIN on the return's disclosure consent screen.

☒ As an officer or person subject to tax with respect to the entity, I will enter my PIN as my signature on the tax year 2021 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I will enter my PIN on the return's disclosure consent screen.

Signature of officer or person subject to tax ▶ \_\_\_\_\_

Date ▶ \_\_\_\_\_

**Part III Certification and Authentication**

**ERO's EFIN/PIN.** Enter your six-digit electronic filing identification number (EFIN) followed by your five-digit self-selected PIN.

|   |   |   |   |   |   |   |   |   |   |   |
|---|---|---|---|---|---|---|---|---|---|---|
| 8 | 4 | 1 | 1 | 9 | 4 | 4 | 6 | 0 | 9 | 7 |
|---|---|---|---|---|---|---|---|---|---|---|

Do not enter all zeros

I certify that the above numeric entry is my PIN, which is my signature on the 2021 electronically filed return indicated above. I confirm that I am submitting this return in accordance with the requirements of **Pub. 4163**, Modernized e-File (MeF) Information for Authorized IRS e-file Providers for Business Returns.

ERO's signature ▶ \_\_\_\_\_

Date ▶ 09/06/2022

**ERO Must Retain This Form — See Instructions**  
**Do Not Submit This Form to the IRS Unless Requested To Do So**

**Additional information from your 2021 Federal Exempt Tax Return****Form 990-EZ: Short Form Return of Organization Exempt from Income Tax****Line 12****Itemization Statement**

| Description  | Amount         |
|--------------|----------------|
| WAGES        | 60,816.        |
| TAXES        | 4,652.         |
| <b>Total</b> | <b>65,468.</b> |

**Form 990-EZ: Short Form Return of Organization Exempt from Income Tax****Line 13****Itemization Statement**

| Description    | Amount         |
|----------------|----------------|
| PROFESSIONAL   | 7,719.         |
| CONTRACT LABOR | 20,948.        |
| <b>Total</b>   | <b>28,667.</b> |

**Short Form****Return of Organization Exempt From Income Tax**

OMB No. 1545-0047

**2020****Open to Public Inspection**Department of the Treasury  
Internal Revenue Service

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

▶ Do not enter social security numbers on this form, as it may be made public.

▶ Go to [www.irs.gov/Form990EZ](http://www.irs.gov/Form990EZ) for instructions and the latest information.

|                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                 |  |                                                              |                                                                                                                      |  |                                                |                                                                                                               |  |                                   |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|--|--------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------|--|------------------------------------------------|---------------------------------------------------------------------------------------------------------------|--|-----------------------------------|
| <b>A</b> For the 2020 calendar year, or tax year beginning , 2020, and ending , 20                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                 |  |                                                              |                                                                                                                      |  |                                                |                                                                                                               |  |                                   |
| <b>B</b> Check if applicable:<br><input type="checkbox"/> Address change<br><input type="checkbox"/> Name change<br><input type="checkbox"/> Initial return<br><input type="checkbox"/> Final return/terminated<br><input type="checkbox"/> Amended return<br><input type="checkbox"/> Application pending | <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td colspan="2"><b>C</b> Name of organization<br/><b>THE GLENWOOD SPRINGS HISTORICAL SOCIETY, INC</b></td> <td><b>D</b> Employer identification number<br/><b>23-7136776</b></td> </tr> <tr> <td colspan="2">Number and street (or P.O. box if mail is not delivered to street address) Room/suite<br/><b>1001 COLORADO AVENUE</b></td> <td><b>E</b> Telephone number<br/><b>9709454448</b></td> </tr> <tr> <td colspan="2">City or town, state or province, country, and ZIP or foreign postal code<br/><b>GLENWOOD SPRINGS, CO 81601</b></td> <td><b>F</b> Group Exemption Number ▶</td> </tr> </table> | <b>C</b> Name of organization<br><b>THE GLENWOOD SPRINGS HISTORICAL SOCIETY, INC</b>                                            |  | <b>D</b> Employer identification number<br><b>23-7136776</b> | Number and street (or P.O. box if mail is not delivered to street address) Room/suite<br><b>1001 COLORADO AVENUE</b> |  | <b>E</b> Telephone number<br><b>9709454448</b> | City or town, state or province, country, and ZIP or foreign postal code<br><b>GLENWOOD SPRINGS, CO 81601</b> |  | <b>F</b> Group Exemption Number ▶ |
| <b>C</b> Name of organization<br><b>THE GLENWOOD SPRINGS HISTORICAL SOCIETY, INC</b>                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>D</b> Employer identification number<br><b>23-7136776</b>                                                                    |  |                                                              |                                                                                                                      |  |                                                |                                                                                                               |  |                                   |
| Number and street (or P.O. box if mail is not delivered to street address) Room/suite<br><b>1001 COLORADO AVENUE</b>                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>E</b> Telephone number<br><b>9709454448</b>                                                                                  |  |                                                              |                                                                                                                      |  |                                                |                                                                                                               |  |                                   |
| City or town, state or province, country, and ZIP or foreign postal code<br><b>GLENWOOD SPRINGS, CO 81601</b>                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>F</b> Group Exemption Number ▶                                                                                               |  |                                                              |                                                                                                                      |  |                                                |                                                                                                               |  |                                   |
| <b>G</b> Accounting Method: <input checked="" type="checkbox"/> Cash <input type="checkbox"/> Accrual Other (specify) ▶                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>H</b> Check <input type="checkbox"/> if the organization is not required to attach Schedule B (Form 990, 990-EZ, or 990-PF). |  |                                                              |                                                                                                                      |  |                                                |                                                                                                               |  |                                   |
| <b>I</b> Website: ▶ <b>N/A</b>                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                 |  |                                                              |                                                                                                                      |  |                                                |                                                                                                               |  |                                   |
| <b>J</b> Tax-exempt status (check only one) — <input checked="" type="checkbox"/> 501(c)(3) <input type="checkbox"/> 501(c) ( ) ◀ (insert no.) <input type="checkbox"/> 4947(a)(1) or <input type="checkbox"/> 527                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                 |  |                                                              |                                                                                                                      |  |                                                |                                                                                                               |  |                                   |
| <b>K</b> Form of organization: <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Trust <input type="checkbox"/> Association <input type="checkbox"/> Other                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                 |  |                                                              |                                                                                                                      |  |                                                |                                                                                                               |  |                                   |
| <b>L</b> Add lines 5b, 6c, and 7b to line 9 to determine gross receipts. If gross receipts are \$200,000 or more, or if total assets (Part II, column (B)) are \$500,000 or more, file Form 990 instead of Form 990-EZ . . . . . ▶ \$ <b>138,724.</b>                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                 |  |                                                              |                                                                                                                      |  |                                                |                                                                                                               |  |                                   |

**Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances** (see the instructions for Part I)Check if the organization used Schedule O to respond to any question in this Part I ☒

|                   |                                                                                                                        |                                                                                                                                                                                                                                |           |          |
|-------------------|------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|----------|
| <b>Revenue</b>    | <b>1</b>                                                                                                               | Contributions, gifts, grants, and similar amounts received . . . . .                                                                                                                                                           | <b>1</b>  | 103,024. |
|                   | <b>2</b>                                                                                                               | Program service revenue including government fees and contracts . . . . .                                                                                                                                                      | <b>2</b>  | 14,748.  |
|                   | <b>3</b>                                                                                                               | Membership dues and assessments . . . . .                                                                                                                                                                                      | <b>3</b>  | 7,950.   |
|                   | <b>4</b>                                                                                                               | Investment income . . . . .                                                                                                                                                                                                    | <b>4</b>  | 1.       |
|                   | <b>5a</b>                                                                                                              | Gross amount from sale of assets other than inventory . . . . . <b>5a</b>                                                                                                                                                      |           |          |
|                   | <b>5b</b>                                                                                                              | Less: cost or other basis and sales expenses . . . . . <b>5b</b>                                                                                                                                                               |           |          |
|                   | <b>5c</b>                                                                                                              | Gain or (loss) from sale of assets other than inventory (subtract line 5b from line 5a) . . . . . <b>5c</b>                                                                                                                    |           |          |
|                   | <b>6</b>                                                                                                               | Gaming and fundraising events:                                                                                                                                                                                                 |           |          |
|                   | <b>a</b>                                                                                                               | Gross income from gaming (attach Schedule G if greater than \$15,000) . . . . . <b>6a</b>                                                                                                                                      |           |          |
|                   | <b>b</b>                                                                                                               | Gross income from fundraising events (not including \$ of contributions from fundraising events reported on line 1) (attach Schedule G if the sum of such gross income and contributions exceeds \$15,000) . . . . . <b>6b</b> |           |          |
| <b>c</b>          | Less: direct expenses from gaming and fundraising events . . . . . <b>6c</b>                                           | 1,114.                                                                                                                                                                                                                         |           |          |
| <b>d</b>          | Net income or (loss) from gaming and fundraising events (add lines 6a and 6b and subtract line 6c) . . . . . <b>6d</b> |                                                                                                                                                                                                                                | -1,114.   |          |
| <b>7a</b>         | Gross sales of inventory, less returns and allowances . . . . . <b>7a</b>                                              |                                                                                                                                                                                                                                |           |          |
| <b>b</b>          | Less: cost of goods sold . . . . . <b>7b</b>                                                                           |                                                                                                                                                                                                                                |           |          |
| <b>c</b>          | Gross profit or (loss) from sales of inventory (subtract line 7b from line 7a) . . . . . <b>7c</b>                     |                                                                                                                                                                                                                                |           |          |
| <b>8</b>          | Other revenue (describe in Schedule O) . . . . . See Line 8 Stmt.                                                      | <b>8</b>                                                                                                                                                                                                                       | 13,001.   |          |
| <b>9</b>          | <b>Total revenue.</b> Add lines 1, 2, 3, 4, 5c, 6d, 7c, and 8 . . . . . ▶                                              | <b>9</b>                                                                                                                                                                                                                       | 137,610.  |          |
| <b>Expenses</b>   | <b>10</b>                                                                                                              | Grants and similar amounts paid (list in Schedule O) . . . . .                                                                                                                                                                 | <b>10</b> |          |
|                   | <b>11</b>                                                                                                              | Benefits paid to or for members . . . . .                                                                                                                                                                                      | <b>11</b> |          |
|                   | <b>12</b>                                                                                                              | Salaries, other compensation, and employee benefits . . . . .                                                                                                                                                                  | <b>12</b> | 61,245.  |
|                   | <b>13</b>                                                                                                              | Professional fees and other payments to independent contractors . . . . .                                                                                                                                                      | <b>13</b> | 8,815.   |
|                   | <b>14</b>                                                                                                              | Occupancy, rent, utilities, and maintenance . . . . .                                                                                                                                                                          | <b>14</b> | 18,375.  |
|                   | <b>15</b>                                                                                                              | Printing, publications, postage, and shipping . . . . .                                                                                                                                                                        | <b>15</b> | 2,300.   |
|                   | <b>16</b>                                                                                                              | Other expenses (describe in Schedule O) . . . . . See Line 16 Stmt.                                                                                                                                                            | <b>16</b> | 9,524.   |
| <b>17</b>         | <b>Total expenses.</b> Add lines 10 through 16 . . . . . ▶                                                             | <b>17</b>                                                                                                                                                                                                                      | 100,259.  |          |
| <b>Net Assets</b> | <b>18</b>                                                                                                              | Excess or (deficit) for the year (subtract line 17 from line 9) . . . . .                                                                                                                                                      | <b>18</b> | 37,351.  |
|                   | <b>19</b>                                                                                                              | Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return) . . . . .                                                                     | <b>19</b> | 105,893. |
|                   | <b>20</b>                                                                                                              | Other changes in net assets or fund balances (explain in Schedule O) . . . . .                                                                                                                                                 | <b>20</b> | -3,676.  |
|                   | <b>21</b>                                                                                                              | Net assets or fund balances at end of year. Combine lines 18 through 20 . . . . . ▶                                                                                                                                            | <b>21</b> | 139,568. |

For Paperwork Reduction Act Notice, see the separate instructions. **BAA**

REV 07/16/21 PRO

Form **990-EZ** (2020)

**Part II Balance Sheets** (see the instructions for Part II)Check if the organization used Schedule O to respond to any question in this Part II ☒

|                                                                                                               | (A) Beginning of year | (B) End of year    |
|---------------------------------------------------------------------------------------------------------------|-----------------------|--------------------|
| <b>22</b> Cash, savings, and investments . . . . .                                                            | 22,725.               | <b>22</b> 35,215.  |
| <b>23</b> Land and buildings . . . . .                                                                        | 10,000.               | <b>23</b> 10,000.  |
| <b>24</b> Other assets (describe in Schedule O) . . . . .                                                     | 112,925.              | <b>24</b> 121,102. |
| <b>25</b> <b>Total assets</b> . . . . .                                                                       | 145,650.              | <b>25</b> 166,317. |
| <b>26</b> <b>Total liabilities</b> (describe in Schedule O) . . . . .                                         | 39,757.               | <b>26</b> 26,749.  |
| <b>27</b> <b>Net assets or fund balances</b> (line 27 of column (B) <b>must</b> agree with line 21) . . . . . | 105,893.              | <b>27</b> 139,568. |

**Part III Statement of Program Service Accomplishments** (see the instructions for Part III)Check if the organization used Schedule O to respond to any question in this Part III ☐What is the organization's primary exempt purpose? TO EDUCATE THE PUBLIC ABOUT THE HISTORY OF THE AREA

Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. In a clear and concise manner, describe the services provided, the number of persons benefited, and other relevant information for each program title.

**Expenses**  
(Required for section 501(c)(3) and 501(c)(4) organizations; optional for others.)

|                                                                                                                                                                                                                                                                                   |            |          |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|----------|
| <b>28</b> THE SOCIETY MAINTAINS A HISTORY MUSEUM AND ARTIFACTS THAT HAVE BEEN DONATED TO THE SOCIETY. IT ALSO CONDUCTS EVENTS WHICH HIGHLIGHT THE HISTORY AND CULTURE OF THE AREA.<br>(Grants \$ 0. ) If this amount includes foreign grants, check here <input type="checkbox"/> | <b>28a</b> | 100,259. |
| <b>29</b> _____<br>(Grants \$ ) If this amount includes foreign grants, check here <input type="checkbox"/>                                                                                                                                                                       | <b>29a</b> |          |
| <b>30</b> _____<br>(Grants \$ ) If this amount includes foreign grants, check here <input type="checkbox"/>                                                                                                                                                                       | <b>30a</b> |          |
| <b>31</b> Other program services (describe in Schedule O) . . . . .<br>(Grants \$ ) If this amount includes foreign grants, check here <input type="checkbox"/>                                                                                                                   | <b>31a</b> |          |
| <b>32</b> <b>Total program service expenses</b> (add lines 28a through 31a) . . . . .                                                                                                                                                                                             | <b>32</b>  | 100,259. |

**Part IV List of Officers, Directors, Trustees, and Key Employees** (list each one even if not compensated—see the instructions for Part IV)Check if the organization used Schedule O to respond to any question in this Part IV ☐

| (a) Name and title             | (b) Average hours per week devoted to position | (c) Reportable compensation (Forms W-2/1099-MISC) (if not paid, enter -0-) | (d) Health benefits, contributions to employee benefit plans, and deferred compensation | (e) Estimated amount of other compensation |
|--------------------------------|------------------------------------------------|----------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|--------------------------------------------|
| BILL KIGHT<br>DIRECTOR         | 40.00                                          | 35,000.                                                                    | 0.                                                                                      | 0.                                         |
| BARRY DUNSDON<br>PRESIDENT     | 1.00                                           | 0.                                                                         | 0.                                                                                      | 0.                                         |
| CLARA MILLER<br>VICE PRESIDENT | 1.00                                           | 0.                                                                         | 0.                                                                                      | 0.                                         |
| LACY KING<br>SECRETARY         | 0.00                                           | 0.                                                                         | 0.                                                                                      | 0.                                         |
| ROB ANDERSON<br>DIRECTOR       | 1.00                                           | 0.                                                                         | 0.                                                                                      | 0.                                         |
| TARA BAIR<br>DIRECTOR          | 1.00                                           | 0.                                                                         | 0.                                                                                      | 0.                                         |
| SHARON HALLER<br>DIRECTOR      | 20.00                                          | 16,196.                                                                    | 0.                                                                                      | 0.                                         |
| ASHLEY JAMMARON<br>DIRECTOR    | 1.00                                           | 0.                                                                         | 0.                                                                                      | 0.                                         |
| LISA PASSMORE<br>DIRECTOR      | 1.00                                           | 0.                                                                         | 0.                                                                                      | 0.                                         |
|                                |                                                |                                                                            |                                                                                         |                                            |
|                                |                                                |                                                                            |                                                                                         |                                            |
|                                |                                                |                                                                            |                                                                                         |                                            |
|                                |                                                |                                                                            |                                                                                         |                                            |



**Part V Other Information** (Note the Schedule A and personal benefit contract statement requirements in the instructions for Part V.) Check if the organization used Schedule O to respond to any question in this Part V ☐

|                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Yes        | No |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|----|
| <b>33</b> Did the organization engage in any significant activity not previously reported to the IRS? If "Yes," provide a detailed description of each activity in Schedule O . . . . .                                                                                                                                                                                                                                                                  | <b>33</b>  | X  |
| <b>34</b> Were any significant changes made to the organizing or governing documents? If "Yes," attach a conformed copy of the amended documents if they reflect a change to the organization's name. Otherwise, explain the change on Schedule O. See instructions . . . . .                                                                                                                                                                            | <b>34</b>  | X  |
| <b>35a</b> Did the organization have unrelated business gross income of \$1,000 or more during the year from business activities (such as those reported on lines 2, 6a, and 7a, among others)? . . . . .                                                                                                                                                                                                                                                | <b>35a</b> | X  |
| <b>b</b> If "Yes" to line 35a, has the organization filed a Form 990-T for the year? If "No," provide an explanation in Schedule O . . . . .                                                                                                                                                                                                                                                                                                             | <b>35b</b> |    |
| <b>c</b> Was the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization subject to section 6033(e) notice, reporting, and proxy tax requirements during the year? If "Yes," complete Schedule C, Part III . . . . .                                                                                                                                                                                                                      | <b>35c</b> | X  |
| <b>36</b> Did the organization undergo a liquidation, dissolution, termination, or significant disposition of net assets during the year? If "Yes," complete applicable parts of Schedule N . . . . .                                                                                                                                                                                                                                                    | <b>36</b>  | X  |
| <b>37a</b> Enter amount of political expenditures, direct or indirect, as described in the instructions ▶ <b>37a</b>                                                                                                                                                                                                                                                                                                                                     |            |    |
| <b>b</b> Did the organization file <b>Form 1120-POL</b> for this year? . . . . .                                                                                                                                                                                                                                                                                                                                                                         | <b>37b</b> | X  |
| <b>38a</b> Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee; or were any such loans made in a prior year and still outstanding at the end of the tax year covered by this return? . . . . .                                                                                                                                                                                                       | <b>38a</b> | X  |
| <b>b</b> If "Yes," complete Schedule L, Part II, and enter the total amount involved . . . . . <b>38b</b>                                                                                                                                                                                                                                                                                                                                                |            |    |
| <b>39</b> Section 501(c)(7) organizations. Enter: . . . . .                                                                                                                                                                                                                                                                                                                                                                                              |            |    |
| <b>a</b> Initiation fees and capital contributions included on line 9 . . . . . <b>39a</b>                                                                                                                                                                                                                                                                                                                                                               |            |    |
| <b>b</b> Gross receipts, included on line 9, for public use of club facilities . . . . . <b>39b</b>                                                                                                                                                                                                                                                                                                                                                      |            |    |
| <b>40a</b> Section 501(c)(3) organizations. Enter amount of tax imposed on the organization during the year under: section 4911 ▶ ; section 4912 ▶ ; section 4955 ▶ . . . . .                                                                                                                                                                                                                                                                            |            |    |
| <b>b</b> Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in any section 4958 excess benefit transaction during the year, or did it engage in an excess benefit transaction in a prior year that has not been reported on any of its prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I . . . . .                                                                                                   | <b>40b</b> | X  |
| <b>c</b> Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958 . . . . . ▶                                                                                                                                                                                                                                        |            |    |
| <b>d</b> Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax on line 40c reimbursed by the organization . . . . . ▶                                                                                                                                                                                                                                                                                                          |            |    |
| <b>e</b> All organizations. At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If "Yes," complete Form 8886-T . . . . .                                                                                                                                                                                                                                                                              | <b>40e</b> | X  |
| <b>41</b> List the states with which a copy of this return is filed ▶                                                                                                                                                                                                                                                                                                                                                                                    |            |    |
| <b>42a</b> The organization's books are in care of ▶ <b>BILL KIGHT</b> Telephone no. ▶ <b>(970) 945-4448</b><br>Located at ▶ <b>1001 Colorado Ave, GLENWOOD SPRINGS CO</b> ZIP + 4 ▶ <b>81601</b>                                                                                                                                                                                                                                                        |            |    |
| <b>b</b> At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)?<br>If "Yes," enter the name of the foreign country ▶<br>See the instructions for exceptions and filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR). . . . . | <b>42b</b> | X  |
| <b>c</b> At any time during the calendar year, did the organization maintain an office outside the United States?<br>If "Yes," enter the name of the foreign country ▶ . . . . .                                                                                                                                                                                                                                                                         | <b>42c</b> | X  |
| <b>43</b> Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of <b>Form 1041</b> —Check here ▶ <input type="checkbox"/><br>and enter the amount of tax-exempt interest received or accrued during the tax year . . . . . ▶ <b>43</b>                                                                                                                                                                                              |            |    |
| <b>44a</b> Did the organization maintain any donor advised funds during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ . . . . .                                                                                                                                                                                                                                                                                                  | <b>44a</b> | X  |
| <b>b</b> Did the organization operate one or more hospital facilities during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ . . . . .                                                                                                                                                                                                                                                                                             | <b>44b</b> | X  |
| <b>c</b> Did the organization receive any payments for indoor tanning services during the year? . . . . .                                                                                                                                                                                                                                                                                                                                                | <b>44c</b> | X  |
| <b>d</b> If "Yes" to line 44c, has the organization filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O . . . . .                                                                                                                                                                                                                                                                                                   | <b>44d</b> |    |
| <b>45a</b> Did the organization have a controlled entity within the meaning of section 512(b)(13)? . . . . .                                                                                                                                                                                                                                                                                                                                             | <b>45a</b> | X  |
| <b>b</b> Did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," Form 990 and Schedule R may need to be completed instead of Form 990-EZ. See instructions . . . . .                                                                                                                                                                                     | <b>45b</b> | X  |

**46** Did the organization engage, directly or indirectly, in political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I . . . . .

|           | Yes | No |
|-----------|-----|----|
| <b>46</b> |     | X  |

**Part VI Section 501(c)(3) Organizations Only**

All section 501(c)(3) organizations must answer questions 47–49b and 52, and complete the tables for lines 50 and 51.

Check if the organization used Schedule O to respond to any question in this Part VI . . . . . ☐

**47** Did the organization engage in lobbying activities or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II . . . . .

|           | Yes | No |
|-----------|-----|----|
| <b>47</b> |     | X  |

**48** Is the organization a school as described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E . . . . .

|           |  |   |
|-----------|--|---|
| <b>48</b> |  | X |
|-----------|--|---|

**49a** Did the organization make any transfers to an exempt non-charitable related organization? . . . . .

|            |  |   |
|------------|--|---|
| <b>49a</b> |  | X |
|------------|--|---|

**b** If "Yes," was the related organization a section 527 organization? . . . . .

|            |  |  |
|------------|--|--|
| <b>49b</b> |  |  |
|------------|--|--|

**50** Complete this table for the organization's five highest compensated employees (other than officers, directors, trustees, and key employees) who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

| (a) Name and title of each employee | (b) Average hours per week devoted to position | (c) Reportable compensation (Forms W-2/1099-MISC) | (d) Health benefits, contributions to employee benefit plans, and deferred compensation | (e) Estimated amount of other compensation |
|-------------------------------------|------------------------------------------------|---------------------------------------------------|-----------------------------------------------------------------------------------------|--------------------------------------------|
| NONE                                |                                                |                                                   |                                                                                         |                                            |
|                                     |                                                |                                                   |                                                                                         |                                            |
|                                     |                                                |                                                   |                                                                                         |                                            |
|                                     |                                                |                                                   |                                                                                         |                                            |
|                                     |                                                |                                                   |                                                                                         |                                            |
|                                     |                                                |                                                   |                                                                                         |                                            |

**f** Total number of other employees paid over \$100,000 . . . . .

**51** Complete this table for the organization's five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

| (a) Name and business address of each independent contractor | (b) Type of service | (c) Compensation |
|--------------------------------------------------------------|---------------------|------------------|
| NONE                                                         |                     |                  |
|                                                              |                     |                  |
|                                                              |                     |                  |
|                                                              |                     |                  |
|                                                              |                     |                  |
|                                                              |                     |                  |

**d** Total number of other independent contractors each receiving over \$100,000 . . . . .

**52** Did the organization complete Schedule A? **Note:** All section 501(c)(3) organizations must attach a completed Schedule A . . . . . ☒ **Yes** ☐ **No**

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

|                  |                                                               |      |
|------------------|---------------------------------------------------------------|------|
| <b>Sign Here</b> | Signature of officer<br><b>BILL KIGHT, EXECUTIVE DIRECTOR</b> | Date |
|                  | Type or print name and title                                  |      |

|                               |                                                              |                      |                           |                                                 |                          |
|-------------------------------|--------------------------------------------------------------|----------------------|---------------------------|-------------------------------------------------|--------------------------|
| <b>Paid Preparer Use Only</b> | Print/Type preparer's name<br><b>DavidM Reynolds</b>         | Preparer's signature | Date<br><b>07/29/2021</b> | Check <input type="checkbox"/> if self-employed | PTIN<br><b>P00936184</b> |
|                               | Firm's name <b>David M Reynolds CPA PC</b>                   |                      |                           | Firm's EIN <b>84-1157599</b>                    |                          |
|                               | Firm's address <b>228 N 7th Street, New Castle, CO 81647</b> |                      |                           | Phone no. <b>(970)945-7734</b>                  |                          |

May the IRS discuss this return with the preparer shown above? See instructions . . . . . ☒ **Yes** ☐ **No**

**Additional information from your Form 990-EZ: Short Form Return of Organization Exempt from Income Tax****Form 990-EZ: Short Form Return of Organization Exempt from Income Tax****Line 8: Other Revenue****Continuation Statement**

| Description   | Amount         |
|---------------|----------------|
| PPP           | 12,500.        |
| PR ADJUSTMENT | 501.           |
| <b>Total</b>  | <b>13,001.</b> |

**Form 990-EZ: Short Form Return of Organization Exempt from Income Tax****Line 16: Other Expenses****Continuation Statement**

| Description          | Amount        |
|----------------------|---------------|
| ADVERTISING          | 1,268.        |
| COGS                 | 632.          |
| ARCHIVAL EXPENSE     | 138.          |
| CREDIT CARD FEES     | 233.          |
| DUES                 | 348.          |
| FEES                 | 466.          |
| COMPUTER EXPENSE     | 180.          |
| SECURITY             | 1,325.        |
| SUPPLIES             | 641.          |
| DOC HOLLIDAY EXPENSE | 539.          |
| INTEREST EXPENSE     | 726.          |
| TAXES                | 150.          |
| DISPLAY              | 2,255.        |
| MISC                 | 623.          |
| <b>Total</b>         | <b>9,524.</b> |

**SCHEDULE A**  
**(Form 990 or 990-EZ)**

Department of the Treasury  
Internal Revenue Service

**Public Charity Status and Public Support**

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.

► Attach to Form 990 or Form 990-EZ.

► Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

OMB No. 1545-0047

**2020**

**Open to Public  
Inspection**

Name of the organization

THE GLENWOOD SPRINGS HISTORICAL SOCIETY, INC

Employer identification number

23-7136776

**Part I Reason for Public Charity Status.** (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 12, check only one box.)

- 1 ☐ A church, convention of churches, or association of churches described in **section 170(b)(1)(A)(i).**
- 2 ☐ A school described in **section 170(b)(1)(A)(ii).** (Attach Schedule E (Form 990 or 990-EZ).)
- 3 ☐ A hospital or a cooperative hospital service organization described in **section 170(b)(1)(A)(iii).**
- 4 ☐ A medical research organization operated in conjunction with a hospital described in **section 170(b)(1)(A)(iii).** Enter the hospital's name, city, and state: \_\_\_\_\_
- 5 ☐ An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv).** (Complete Part II.)
- 6 ☐ A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v).**
- 7 ☐ An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
- 8 ☐ A community trust described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
- 9 ☐ An agricultural research organization described in **section 170(b)(1)(A)(ix)** operated in conjunction with a land-grant college or university or a non-land-grant college of agriculture (see instructions). Enter the name, city, and state of the college or university: \_\_\_\_\_
- 10 ☒ An organization that normally receives (1) more than 33 1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions, subject to certain exceptions; and (2) no more than 33 1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See **section 509(a)(2).** (Complete Part III.)
- 11 ☐ An organization organized and operated exclusively to test for public safety. See **section 509(a)(4).**
- 12 ☐ An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in **section 509(a)(1)** or **section 509(a)(2).** See **section 509(a)(3).** Check the box in lines 12a through 12d that describes the type of supporting organization and complete lines 12e, 12f, and 12g.
  - a ☐ **Type I.** A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. **You must complete Part IV, Sections A and B.**
  - b ☐ **Type II.** A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). **You must complete Part IV, Sections A and C.**
  - c ☐ **Type III functionally integrated.** A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). **You must complete Part IV, Sections A, D, and E.**
  - d ☐ **Type III non-functionally integrated.** A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). **You must complete Part IV, Sections A and D, and Part V.**
  - e ☐ Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.
  - f Enter the number of supported organizations . . . . .
  - g Provide the following information about the supported organization(s).

| (i) Name of supported organization | (ii) EIN | (iii) Type of organization (described on lines 1-10 above (see instructions)) | (iv) Is the organization listed in your governing document? |    | (v) Amount of monetary support (see instructions) | (vi) Amount of other support (see instructions) |
|------------------------------------|----------|-------------------------------------------------------------------------------|-------------------------------------------------------------|----|---------------------------------------------------|-------------------------------------------------|
|                                    |          |                                                                               | Yes                                                         | No |                                                   |                                                 |
| (A)                                |          |                                                                               |                                                             |    |                                                   |                                                 |
| (B)                                |          |                                                                               |                                                             |    |                                                   |                                                 |
| (C)                                |          |                                                                               |                                                             |    |                                                   |                                                 |
| (D)                                |          |                                                                               |                                                             |    |                                                   |                                                 |
| (E)                                |          |                                                                               |                                                             |    |                                                   |                                                 |
| <b>Total</b>                       |          |                                                                               |                                                             |    |                                                   |                                                 |

**Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)**

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

**Section A. Public Support**

| Calendar year (or fiscal year beginning in) ►                                                                                                                                                                          | (a) 2016 | (b) 2017 | (c) 2018 | (d) 2019 | (e) 2020 | (f) Total |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|----------|----------|----------|-----------|
| <b>1</b> Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.") . . . . .                                                                                                  |          |          |          |          |          |           |
| <b>2</b> Tax revenues levied for the organization's benefit and either paid to or expended on its behalf . . . . .                                                                                                     |          |          |          |          |          |           |
| <b>3</b> The value of services or facilities furnished by a governmental unit to the organization without charge . . . . .                                                                                             |          |          |          |          |          |           |
| <b>4 Total.</b> Add lines 1 through 3 . . . . .                                                                                                                                                                        |          |          |          |          |          |           |
| <b>5</b> The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f) . . . . . |          |          |          |          |          |           |
| <b>6 Public support.</b> Subtract line 5 from line 4                                                                                                                                                                   |          |          |          |          |          |           |

**Section B. Total Support**

| Calendar year (or fiscal year beginning in) ►                                                                                                                                                                                  | (a) 2016 | (b) 2017 | (c) 2018 | (d) 2019 | (e) 2020  | (f) Total |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|----------|----------|-----------|-----------|
| <b>7</b> Amounts from line 4 . . . . .                                                                                                                                                                                         |          |          |          |          |           |           |
| <b>8</b> Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources . . . . .                                                                             |          |          |          |          |           |           |
| <b>9</b> Net income from unrelated business activities, whether or not the business is regularly carried on . . . . .                                                                                                          |          |          |          |          |           |           |
| <b>10</b> Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.) . . . . .                                                                                                            |          |          |          |          |           |           |
| <b>11 Total support.</b> Add lines 7 through 10                                                                                                                                                                                |          |          |          |          |           |           |
| <b>12</b> Gross receipts from related activities, etc. (see instructions) . . . . .                                                                                                                                            |          |          |          |          | <b>12</b> |           |
| <b>13 First 5 years.</b> If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and <b>stop here</b> . . . . . <input type="checkbox"/> |          |          |          |          |           |           |

**Section C. Computation of Public Support Percentage**

|                                                                                                                                                                                                                                                                                                                                                                                                                                           |           |   |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|---|
| <b>14</b> Public support percentage for 2020 (line 6, column (f), divided by line 11, column (f)) . . . . .                                                                                                                                                                                                                                                                                                                               | <b>14</b> | % |
| <b>15</b> Public support percentage from 2019 Schedule A, Part II, line 14 . . . . .                                                                                                                                                                                                                                                                                                                                                      | <b>15</b> | % |
| <b>16a 33 1/3% support test—2020.</b> If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and <b>stop here.</b> The organization qualifies as a publicly supported organization . . . . . <input type="checkbox"/>                                                                                                                                                                       |           |   |
| <b>b 33 1/3% support test—2019.</b> If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and <b>stop here.</b> The organization qualifies as a publicly supported organization . . . . . <input type="checkbox"/>                                                                                                                                                                    |           |   |
| <b>17a 10%-facts-and-circumstances test—2020.</b> If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and <b>stop here.</b> Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization . . . . . <input type="checkbox"/>    |           |   |
| <b>b 10%-facts-and-circumstances test—2019.</b> If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and <b>stop here.</b> Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization . . . . . <input type="checkbox"/> |           |   |
| <b>18 Private foundation.</b> If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions . . . . . <input type="checkbox"/>                                                                                                                                                                                                                                                           |           |   |



**Part III Support Schedule for Organizations Described in Section 509(a)(2)**

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II.  
If the organization fails to qualify under the tests listed below, please complete Part II.)

**Section A. Public Support**

| Calendar year (or fiscal year beginning in) ►                                                                                                                                             | (a) 2016 | (b) 2017 | (c) 2018 | (d) 2019 | (e) 2020 | (f) Total |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|----------|----------|----------|-----------|
| <b>1</b> Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")                                                                               | 67,266.  | 91,970.  | 97,150.  | 103,501. | 110,973. | 470,860.  |
| <b>2</b> Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose . . . . | 32,320.  | 31,671.  | 35,097.  | 45,718.  | 13,693.  | 158,499.  |
| <b>3</b> Gross receipts from activities that are not an unrelated trade or business under section 513                                                                                     |          |          |          |          |          |           |
| <b>4</b> Tax revenues levied for the organization's benefit and either paid to or expended on its behalf . . . .                                                                          |          |          |          |          |          |           |
| <b>5</b> The value of services or facilities furnished by a governmental unit to the organization without charge . . . .                                                                  |          |          |          |          |          |           |
| <b>6 Total.</b> Add lines 1 through 5 . . . .                                                                                                                                             | 99,586.  | 123,641. | 132,247. | 149,219. | 124,666. | 629,359.  |
| <b>7a</b> Amounts included on lines 1, 2, and 3 received from disqualified persons . .                                                                                                    |          | 5,000.   |          | 0.       |          | 5,000.    |
| <b>b</b> Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year                   |          |          |          |          |          |           |
| <b>c</b> Add lines 7a and 7b . . . .                                                                                                                                                      |          | 5,000.   |          | 0.       |          | 5,000.    |
| <b>8 Public support.</b> (Subtract line 7c from line 6.) . . . .                                                                                                                          |          |          |          |          |          | 624,359.  |

**Section B. Total Support**

| Calendar year (or fiscal year beginning in) ►                                                                                                                                                                                  | (a) 2016 | (b) 2017 | (c) 2018 | (d) 2019 | (e) 2020 | (f) Total |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|----------|----------|----------|-----------|
| <b>9</b> Amounts from line 6 . . . .                                                                                                                                                                                           | 99,586.  | 123,641. | 132,247. | 149,219. | 124,666. | 629,359.  |
| <b>10a</b> Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources .                                                                                   | 8.       | 4.       | 2.       | 6.       | 1.       | 21.       |
| <b>b</b> Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975 . . . .                                                                                                       |          |          |          |          |          |           |
| <b>c</b> Add lines 10a and 10b . . . .                                                                                                                                                                                         | 8.       | 4.       | 2.       | 6.       | 1.       | 21.       |
| <b>11</b> Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on                                                                                          |          |          |          |          |          |           |
| <b>12</b> Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.) . . . .                                                                                                              |          |          |          |          |          |           |
| <b>13 Total support.</b> (Add lines 9, 10c, 11, and 12.) . . . .                                                                                                                                                               | 99,594.  | 123,645. | 132,249. | 149,225. | 124,667. | 629,380.  |
| <b>14 First 5 years.</b> If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and <b>stop here</b> . . . . ► <input type="checkbox"/> |          |          |          |          |          |           |

**Section C. Computation of Public Support Percentage**

|                                                                                                           |           |         |
|-----------------------------------------------------------------------------------------------------------|-----------|---------|
| <b>15</b> Public support percentage for 2020 (line 8, column (f), divided by line 13, column (f)) . . . . | <b>15</b> | 99.2 %  |
| <b>16</b> Public support percentage from 2019 Schedule A, Part III, line 15 . . . .                       | <b>16</b> | 99.17 % |

**Section D. Computation of Investment Income Percentage**

|                                                                                                                                                                                                                                                                                            |           |                                     |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-------------------------------------|
| <b>17</b> Investment income percentage for <b>2020</b> (line 10c, column (f), divided by line 13, column (f)) . . . .                                                                                                                                                                      | <b>17</b> | 0 %                                 |
| <b>18</b> Investment income percentage from <b>2019</b> Schedule A, Part III, line 17 . . . .                                                                                                                                                                                              | <b>18</b> | 0 %                                 |
| <b>19a 33 1/3% support tests—2020.</b> If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and <b>stop here</b> . The organization qualifies as a publicly supported organization . . . .         | ►         | <input checked="" type="checkbox"/> |
| <b>b 33 1/3% support tests—2019.</b> If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and <b>stop here</b> . The organization qualifies as a publicly supported organization . . . . | ►         | <input type="checkbox"/>            |
| <b>20 Private foundation.</b> If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions . . . .                                                                                                                                                 | ►         | <input type="checkbox"/>            |

**Part IV Supporting Organizations**

(Complete only if you checked a box in line 12 on Part I. If you checked box 12a, Part I, complete Sections A and B. If you checked box 12b, Part I, complete Sections A and C. If you checked box 12c, Part I, complete Sections A, D, and E. If you checked box 12d, Part I, complete Sections A and D, and complete Part V.)

**Section A. All Supporting Organizations**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Yes | No |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|
| <b>1</b> Are all of the organization's supported organizations listed by name in the organization's governing documents? <i>If "No," describe in <b>Part VI</b> how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.</i>                                                                                                                                                                                                                    |     |    |
| <b>2</b> Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? <i>If "Yes," explain in <b>Part VI</b> how the organization determined that the supported organization was described in section 509(a)(1) or (2).</i>                                                                                                                                                                                                                                                 |     |    |
| <b>3a</b> Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? <i>If "Yes," answer lines 3b and 3c below.</i>                                                                                                                                                                                                                                                                                                                                                                                              |     |    |
| <b>b</b> Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? <i>If "Yes," describe in <b>Part VI</b> when and how the organization made the determination.</i>                                                                                                                                                                                                                                                               |     |    |
| <b>c</b> Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? <i>If "Yes," explain in <b>Part VI</b> what controls the organization put in place to ensure such use.</i>                                                                                                                                                                                                                                                                                                        |     |    |
| <b>4a</b> Was any supported organization not organized in the United States ("foreign supported organization")? <i>If "Yes," and if you checked box 12a or 12b in Part I, answer lines 4b and 4c below.</i>                                                                                                                                                                                                                                                                                                                                           |     |    |
| <b>b</b> Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? <i>If "Yes," describe in <b>Part VI</b> how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.</i>                                                                                                                                                                                                            |     |    |
| <b>c</b> Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? <i>If "Yes," explain in <b>Part VI</b> what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.</i>                                                                                                                                                                               |     |    |
| <b>5a</b> Did the organization add, substitute, or remove any supported organizations during the tax year? <i>If "Yes," answer lines 5b and 5c below (if applicable). Also, provide detail in <b>Part VI</b>, including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).</i> |     |    |
| <b>b Type I or Type II only.</b> Was any added or substituted supported organization part of a class already designated in the organization's organizing document?                                                                                                                                                                                                                                                                                                                                                                                    |     |    |
| <b>c Substitutions only.</b> Was the substitution the result of an event beyond the organization's control?                                                                                                                                                                                                                                                                                                                                                                                                                                           |     |    |
| <b>6</b> Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? <i>If "Yes," provide detail in <b>Part VI</b>.</i>                                                              |     |    |
| <b>7</b> Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (as defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? <i>If "Yes," complete Part I of Schedule L (Form 990 or 990-EZ).</i>                                                                                                                                                                                               |     |    |
| <b>8</b> Did the organization make a loan to a disqualified person (as defined in section 4958) not described in line 7? <i>If "Yes," complete Part I of Schedule L (Form 990 or 990-EZ).</i>                                                                                                                                                                                                                                                                                                                                                         |     |    |
| <b>9a</b> Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons, as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? <i>If "Yes," provide detail in <b>Part VI</b>.</i>                                                                                                                                                                                                                                         |     |    |
| <b>b</b> Did one or more disqualified persons (as defined in line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? <i>If "Yes," provide detail in <b>Part VI</b>.</i>                                                                                                                                                                                                                                                                                                                              |     |    |
| <b>c</b> Did a disqualified person (as defined in line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? <i>If "Yes," provide detail in <b>Part VI</b>.</i>                                                                                                                                                                                                                                                                                                   |     |    |
| <b>10a</b> Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? <i>If "Yes," answer line 10b below.</i>                                                                                                                                                                                                                                                         |     |    |
| <b>b</b> Did the organization have any excess business holdings in the tax year? <i>(Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)</i>                                                                                                                                                                                                                                                                                                                                                              |     |    |

**Part IV Supporting Organizations** (continued)

|                                                                                                                                                                                    | Yes | No |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|
| <b>11</b> Has the organization accepted a gift or contribution from any of the following persons?                                                                                  |     |    |
| <b>a</b> A person who directly or indirectly controls, either alone or together with persons described in lines 11b and 11c below, the governing body of a supported organization? |     |    |
| <b>11a</b>                                                                                                                                                                         |     |    |
| <b>b</b> A family member of a person described in line 11a above?                                                                                                                  |     |    |
| <b>11b</b>                                                                                                                                                                         |     |    |
| <b>c</b> A 35% controlled entity of a person described in line 11a or 11b above? If "Yes" to line 11a, 11b, or 11c, provide detail in <b>Part VI</b> .                             |     |    |
| <b>11c</b>                                                                                                                                                                         |     |    |

**Section B. Type I Supporting Organizations**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Yes | No |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|
| <b>1</b> Did the governing body, members of the governing body, officers acting in their official capacity, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's officers, directors, or trustees at all times during the tax year? If "No," describe in <b>Part VI</b> how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove officers, directors, or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year. |     |    |
| <b>1</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |     |    |
| <b>2</b> Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? If "Yes," explain in <b>Part VI</b> how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.                                                                                                                                                                                                                                                                                                                                                                         |     |    |
| <b>2</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |     |    |

**Section C. Type II Supporting Organizations**

|                                                                                                                                                                                                                                                                                                                                                                                      | Yes | No |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|
| <b>1</b> Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? If "No," describe in <b>Part VI</b> how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s). |     |    |
| <b>1</b>                                                                                                                                                                                                                                                                                                                                                                             |     |    |

**Section D. All Type III Supporting Organizations**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Yes | No |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|
| <b>1</b> Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided? |     |    |
| <b>1</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |     |    |
| <b>2</b> Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? If "No," explain in <b>Part VI</b> how the organization maintained a close and continuous working relationship with the supported organization(s).                                                                                                                       |     |    |
| <b>2</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |     |    |
| <b>3</b> By reason of the relationship described in line 2, above, did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? If "Yes," describe in <b>Part VI</b> the role the organization's supported organizations played in this regard.                                                                                |     |    |
| <b>3</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |     |    |

**Section E. Type III Functionally Integrated Supporting Organizations**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |  |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|
| <b>1</b> Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions).                                                                                                                                                                                                                                                                                                                                                                                              |  |  |  |
| <b>a</b> <input type="checkbox"/> The organization satisfied the Activities Test. Complete <b>line 2</b> below.                                                                                                                                                                                                                                                                                                                                                                                                                         |  |  |  |
| <b>b</b> <input type="checkbox"/> The organization is the parent of each of its supported organizations. Complete <b>line 3</b> below.                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  |
| <b>c</b> <input type="checkbox"/> The organization supported a governmental entity. Describe in <b>Part VI</b> how you supported a governmental entity (see instructions).                                                                                                                                                                                                                                                                                                                                                              |  |  |  |
| <b>2</b> Activities Test. Answer lines 2a and 2b below.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |  |  |
| <b>a</b> Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? If "Yes," then in <b>Part VI</b> identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities. |  |  |  |
| <b>2a</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |  |  |
| <b>b</b> Did the activities described in line 2a, above, constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? If "Yes," explain in <b>Part VI</b> the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.                                                                                                                  |  |  |  |
| <b>2b</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |  |  |
| <b>3</b> Parent of Supported Organizations. Answer lines 3a and 3b below.                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |  |  |
| <b>a</b> Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? If "Yes" or "No," provide details in <b>Part VI</b> .                                                                                                                                                                                                                                                                                                             |  |  |  |
| <b>3a</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |  |  |
| <b>b</b> Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? If "Yes," describe in <b>Part VI</b> the role played by the organization in this regard.                                                                                                                                                                                                                                                                                   |  |  |  |
| <b>3b</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |  |  |

**Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations**

- 1** ☐ Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (*explain in Part VI*). **See instructions.** All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

| <b>Section A—Adjusted Net Income</b>  |                                                                                                                                                                                                          | (A) Prior Year | (B) Current Year (optional) |
|---------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-----------------------------|
| <b>1</b>                              | Net short-term capital gain                                                                                                                                                                              | <b>1</b>       |                             |
| <b>2</b>                              | Recoveries of prior-year distributions                                                                                                                                                                   | <b>2</b>       |                             |
| <b>3</b>                              | Other gross income (see instructions)                                                                                                                                                                    | <b>3</b>       |                             |
| <b>4</b>                              | Add lines 1 through 3.                                                                                                                                                                                   | <b>4</b>       |                             |
| <b>5</b>                              | Depreciation and depletion                                                                                                                                                                               | <b>5</b>       |                             |
| <b>6</b>                              | Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions) | <b>6</b>       |                             |
| <b>7</b>                              | Other expenses (see instructions)                                                                                                                                                                        | <b>7</b>       |                             |
| <b>8</b>                              | <b>Adjusted Net Income</b> (subtract lines 5, 6, and 7 from line 4)                                                                                                                                      | <b>8</b>       |                             |
| <b>Section B—Minimum Asset Amount</b> |                                                                                                                                                                                                          | (A) Prior Year | (B) Current Year (optional) |
| <b>1</b>                              | Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):                                                                          |                |                             |
| <b>a</b>                              | Average monthly value of securities                                                                                                                                                                      | <b>1a</b>      |                             |
| <b>b</b>                              | Average monthly cash balances                                                                                                                                                                            | <b>1b</b>      |                             |
| <b>c</b>                              | Fair market value of other non-exempt-use assets                                                                                                                                                         | <b>1c</b>      |                             |
| <b>d</b>                              | <b>Total</b> (add lines 1a, 1b, and 1c)                                                                                                                                                                  | <b>1d</b>      |                             |
| <b>e</b>                              | <b>Discount</b> claimed for blockage or other factors ( <i>explain in detail in Part VI</i> ):                                                                                                           |                |                             |
| <b>2</b>                              | Acquisition indebtedness applicable to non-exempt-use assets                                                                                                                                             | <b>2</b>       |                             |
| <b>3</b>                              | Subtract line 2 from line 1d.                                                                                                                                                                            | <b>3</b>       |                             |
| <b>4</b>                              | Cash deemed held for exempt use. Enter 0.015 of line 3 (for greater amount, see instructions).                                                                                                           | <b>4</b>       |                             |
| <b>5</b>                              | Net value of non-exempt-use assets (subtract line 4 from line 3)                                                                                                                                         | <b>5</b>       |                             |
| <b>6</b>                              | Multiply line 5 by 0.035.                                                                                                                                                                                | <b>6</b>       |                             |
| <b>7</b>                              | Recoveries of prior-year distributions                                                                                                                                                                   | <b>7</b>       |                             |
| <b>8</b>                              | <b>Minimum Asset Amount</b> (add line 7 to line 6)                                                                                                                                                       | <b>8</b>       |                             |
| <b>Section C—Distributable Amount</b> |                                                                                                                                                                                                          |                | Current Year                |
| <b>1</b>                              | Adjusted net income for prior year (from Section A, line 8, column A)                                                                                                                                    | <b>1</b>       |                             |
| <b>2</b>                              | Enter 0.85 of line 1.                                                                                                                                                                                    | <b>2</b>       |                             |
| <b>3</b>                              | Minimum asset amount for prior year (from Section B, line 8, column A)                                                                                                                                   | <b>3</b>       |                             |
| <b>4</b>                              | Enter greater of line 2 or line 3.                                                                                                                                                                       | <b>4</b>       |                             |
| <b>5</b>                              | Income tax imposed in prior year                                                                                                                                                                         | <b>5</b>       |                             |
| <b>6</b>                              | <b>Distributable Amount.</b> Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions).                                                                            | <b>6</b>       |                             |
| <b>7</b>                              | <input type="checkbox"/> Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).                                |                |                             |

Schedule A (Form 990 or 990-EZ) 2020

**Part V** Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations (continued)

| Section D—Distributions |                                                                                                                                                    | Current Year |  |
|-------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|--------------|--|
| <b>1</b>                | Amounts paid to supported organizations to accomplish exempt purposes                                                                              | <b>1</b>     |  |
| <b>2</b>                | Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity              | <b>2</b>     |  |
| <b>3</b>                | Administrative expenses paid to accomplish exempt purposes of supported organizations                                                              | <b>3</b>     |  |
| <b>4</b>                | Amounts paid to acquire exempt-use assets                                                                                                          | <b>4</b>     |  |
| <b>5</b>                | Qualified set-aside amounts (prior IRS approval required—provide details in <b>Part VI</b> )                                                       | <b>5</b>     |  |
| <b>6</b>                | Other distributions (describe in <b>Part VI</b> ). See instructions.                                                                               | <b>6</b>     |  |
| <b>7</b>                | <b>Total annual distributions.</b> Add lines 1 through 6.                                                                                          | <b>7</b>     |  |
| <b>8</b>                | Distributions to attentive supported organizations to which the organization is responsive (provide details in <b>Part VI</b> ). See instructions. | <b>8</b>     |  |
| <b>9</b>                | Distributable amount for 2020 from Section C, line 6                                                                                               | <b>9</b>     |  |
| <b>10</b>               | Line 8 amount divided by line 9 amount                                                                                                             | <b>10</b>    |  |

| Section E—Distribution Allocations (see instructions)                                                                                                                                    | (i)<br>Excess Distributions | (ii)<br>Underdistributions<br>Pre-2020 | (iii)<br>Distributable<br>Amount for 2020 |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|----------------------------------------|-------------------------------------------|
| <b>1</b> Distributable amount for 2020 from Section C, line 6                                                                                                                            |                             |                                        |                                           |
| <b>2</b> Underdistributions, if any, for years prior to 2020 (reasonable cause required—explain in <b>Part VI</b> ). See instructions.                                                   |                             |                                        |                                           |
| <b>3</b> Excess distributions carryover, if any, to 2020                                                                                                                                 |                             |                                        |                                           |
| <b>a</b> From 2015 . . . . .                                                                                                                                                             |                             |                                        |                                           |
| <b>b</b> From 2016 . . . . .                                                                                                                                                             |                             |                                        |                                           |
| <b>c</b> From 2017 . . . . .                                                                                                                                                             |                             |                                        |                                           |
| <b>d</b> From 2018 . . . . .                                                                                                                                                             |                             |                                        |                                           |
| <b>e</b> From 2019 . . . . .                                                                                                                                                             |                             |                                        |                                           |
| <b>f</b> <b>Total</b> of lines 3a through 3e                                                                                                                                             |                             |                                        |                                           |
| <b>g</b> Applied to underdistributions of prior years                                                                                                                                    |                             |                                        |                                           |
| <b>h</b> Applied to 2020 distributable amount                                                                                                                                            |                             |                                        |                                           |
| <b>i</b> Carryover from 2015 not applied (see instructions)                                                                                                                              |                             |                                        |                                           |
| <b>j</b> Remainder. Subtract lines 3g, 3h, and 3i from line 3f.                                                                                                                          |                             |                                        |                                           |
| <b>4</b> Distributions for 2020 from Section D, line 7: \$                                                                                                                               |                             |                                        |                                           |
| <b>a</b> Applied to underdistributions of prior years                                                                                                                                    |                             |                                        |                                           |
| <b>b</b> Applied to 2020 distributable amount                                                                                                                                            |                             |                                        |                                           |
| <b>c</b> Remainder. Subtract lines 4a and 4b from line 4.                                                                                                                                |                             |                                        |                                           |
| <b>5</b> Remaining underdistributions for years prior to 2020, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, explain in <b>Part VI</b> . See instructions. |                             |                                        |                                           |
| <b>6</b> Remaining underdistributions for 2020. Subtract lines 3h and 4b from line 1. For result greater than zero, explain in <b>Part VI</b> . See instructions.                        |                             |                                        |                                           |
| <b>7</b> <b>Excess distributions carryover to 2021.</b> Add lines 3j and 4c.                                                                                                             |                             |                                        |                                           |
| <b>8</b> Breakdown of line 7:                                                                                                                                                            |                             |                                        |                                           |
| <b>a</b> Excess from 2016 . . .                                                                                                                                                          |                             |                                        |                                           |
| <b>b</b> Excess from 2017 . . .                                                                                                                                                          |                             |                                        |                                           |
| <b>c</b> Excess from 2018 . . .                                                                                                                                                          |                             |                                        |                                           |
| <b>d</b> Excess from 2019 . . .                                                                                                                                                          |                             |                                        |                                           |
| <b>e</b> Excess from 2020 . . .                                                                                                                                                          |                             |                                        |                                           |

Schedule A (Form 990 or 990-EZ) 2020



## Part VI

**Supplemental Information.** Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a, and 3b; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5, 6, and 8; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information. (See instructions.)

**Schedule of Contributors**

OMB No. 1545-0047

**2020**

▶ **Attach to Form 990, Form 990-EZ, or Form 990-PF.**  
▶ **Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for the latest information.**

Name of the organization

THE GLENWOOD SPRINGS HISTORICAL SOCIETY, INC

Employer identification number

23-7136776

**Organization type** (check one):

**Filers of:**

**Section:**

Form 990 or 990-EZ

☒ 501(c)( 3 ) (enter number) organization

☐ 4947(a)(1) nonexempt charitable trust **not** treated as a private foundation

☐ 527 political organization

Form 990-PF

☐ 501(c)(3) exempt private foundation

☐ 4947(a)(1) nonexempt charitable trust treated as a private foundation

☐ 501(c)(3) taxable private foundation

Check if your organization is covered by the **General Rule** or a **Special Rule**.

**Note:** Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.

**General Rule**

- ☒ For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, contributions totaling \$5,000 or more (in money or property) from any one contributor. Complete Parts I and II. See instructions for determining a contributor's total contributions.

**Special Rules**

- ☐ For an organization described in section 501(c)(3) filing Form 990 or 990-EZ that met the 33 $\frac{1}{3}$ % support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi), that checked Schedule A (Form 990 or 990-EZ), Part II, line 13, 16a, or 16b, and that received from any one contributor, during the year, total contributions of the greater of **(1)** \$5,000; or **(2)** 2% of the amount on (i) Form 990, Part VIII, line 1h; or (ii) Form 990-EZ, line 1. Complete Parts I and II.
- ☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than \$1,000 *exclusively* for religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals. Complete Parts I (entering "N/A" in column (b) instead of the contributor name and address), II, and III.
- ☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions *exclusively* for religious, charitable, etc., purposes, but no such contributions totaled more than \$1,000. If this box is checked, enter here the total contributions that were received during the year for an *exclusively* religious, charitable, etc., purpose. Don't complete any of the parts unless the **General Rule** applies to this organization because it received *nonexclusively* religious, charitable, etc., contributions totaling \$5,000 or more during the year . . . . . ▶ \$ .....

**Caution:** An organization that isn't covered by the General Rule and/or the Special Rules doesn't file Schedule B (Form 990, 990-EZ, or 990-PF), but it **must** answer "No" on Part IV, line 2, of its Form 990; or check the box on line H of its Form 990-EZ or on its Form 990-PF, Part I, line 2, to certify that it doesn't meet the filing requirements of Schedule B (Form 990, 990-EZ, or 990-PF).

Name of organization

THE GLENWOOD SPRINGS HISTORICAL SOCIETY, INC

Employer identification number

23-7136776

**Part I** **Contributors** (see instructions). Use duplicate copies of Part I if additional space is needed.

| (a)<br>No. | (b)<br>Name, address, and ZIP + 4                                           | (c)<br>Total contributions | (d)<br>Type of contribution                                                                                                                                                              |
|------------|-----------------------------------------------------------------------------|----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1          | CITY OF GLENWOOD SPRINGS<br>101 W 8TH STREET<br>GLENWOOD SPRINGS CO 81601   | \$ 60,000.                 | <b>Person</b> <input checked="" type="checkbox"/><br><b>Payroll</b> <input type="checkbox"/><br><b>Noncash</b> <input type="checkbox"/><br>(Complete Part II for noncash contributions.) |
| 2          | CARE ACT COLORADO<br>7935 E PRENTICE AVE<br>ENGLEWOOD CO 80111              | \$ 11,533.                 | <b>Person</b> <input checked="" type="checkbox"/><br><b>Payroll</b> <input type="checkbox"/><br><b>Noncash</b> <input type="checkbox"/><br>(Complete Part II for noncash contributions.) |
| 3          | COMMUNITY HEALTH INITIATIVES<br>1512 GRAND AVE<br>GLENWOOD SPRINGS CO 81601 | \$ 5,000.                  | <b>Person</b> <input checked="" type="checkbox"/><br><b>Payroll</b> <input type="checkbox"/><br><b>Noncash</b> <input type="checkbox"/><br>(Complete Part II for noncash contributions.) |
| 4          | COLORADO HISTORICAL FUND<br>1200 N BROADWAY<br>DENVER CO 80203              | \$ 5,690.                  | <b>Person</b> <input checked="" type="checkbox"/><br><b>Payroll</b> <input type="checkbox"/><br><b>Noncash</b> <input type="checkbox"/><br>(Complete Part II for noncash contributions.) |
|            |                                                                             | \$                         | <b>Person</b> <input type="checkbox"/><br><b>Payroll</b> <input type="checkbox"/><br><b>Noncash</b> <input type="checkbox"/><br>(Complete Part II for noncash contributions.)            |
|            |                                                                             | \$                         | <b>Person</b> <input type="checkbox"/><br><b>Payroll</b> <input type="checkbox"/><br><b>Noncash</b> <input type="checkbox"/><br>(Complete Part II for noncash contributions.)            |

Name of organization

THE GLENWOOD SPRINGS HISTORICAL SOCIETY, INC

Employer identification number

23-7136776

**Part II** **Noncash Property** (see instructions). Use duplicate copies of Part II if additional space is needed.

| (a) No.<br>from<br>Part I | (b)<br>Description of noncash property given | (c)<br>FMV (or estimate)<br>(See instructions.) | (d)<br>Date received |
|---------------------------|----------------------------------------------|-------------------------------------------------|----------------------|
| -----                     | -----<br>-----<br>-----<br>-----             | \$ -----                                        | -----                |
| (a) No.<br>from<br>Part I | (b)<br>Description of noncash property given | (c)<br>FMV (or estimate)<br>(See instructions.) | (d)<br>Date received |
| -----                     | -----<br>-----<br>-----<br>-----             | \$ -----                                        | -----                |
| (a) No.<br>from<br>Part I | (b)<br>Description of noncash property given | (c)<br>FMV (or estimate)<br>(See instructions.) | (d)<br>Date received |
| -----                     | -----<br>-----<br>-----<br>-----             | \$ -----                                        | -----                |
| (a) No.<br>from<br>Part I | (b)<br>Description of noncash property given | (c)<br>FMV (or estimate)<br>(See instructions.) | (d)<br>Date received |
| -----                     | -----<br>-----<br>-----<br>-----             | \$ -----                                        | -----                |
| (a) No.<br>from<br>Part I | (b)<br>Description of noncash property given | (c)<br>FMV (or estimate)<br>(See instructions.) | (d)<br>Date received |
| -----                     | -----<br>-----<br>-----<br>-----             | \$ -----                                        | -----                |
| (a) No.<br>from<br>Part I | (b)<br>Description of noncash property given | (c)<br>FMV (or estimate)<br>(See instructions.) | (d)<br>Date received |
| -----                     | -----<br>-----<br>-----<br>-----             | \$ -----                                        | -----                |
| (a) No.<br>from<br>Part I | (b)<br>Description of noncash property given | (c)<br>FMV (or estimate)<br>(See instructions.) | (d)<br>Date received |
| -----                     | -----<br>-----<br>-----<br>-----             | \$ -----                                        | -----                |

Name of organization

THE GLENWOOD SPRINGS HISTORICAL SOCIETY, INC

Employer identification number

23-7136776

**Part III** **Exclusively religious, charitable, etc., contributions to organizations described in section 501(c)(7), (8), or (10) that total more than \$1,000 for the year from any one contributor.** Complete columns (a) through (e) and the following line entry. For organizations completing Part III, enter the total of *exclusively* religious, charitable, etc., contributions of **\$1,000 or less** for the year. (Enter this information once. See instructions.) ► \$ \_\_\_\_\_

Use duplicate copies of Part III if additional space is needed.

| (a) No. from Part I | (b) Purpose of gift     | (c) Use of gift         | (d) Description of how gift is held |
|---------------------|-------------------------|-------------------------|-------------------------------------|
| -----               | -----<br>-----<br>----- | -----<br>-----<br>----- | -----<br>-----<br>-----             |

**(e) Transfer of gift**

Transferee's name, address, and ZIP + 4

Relationship of transferor to transferee

|                         |                         |
|-------------------------|-------------------------|
| -----<br>-----<br>----- | -----<br>-----<br>----- |
|-------------------------|-------------------------|

| (a) No. from Part I | (b) Purpose of gift     | (c) Use of gift         | (d) Description of how gift is held |
|---------------------|-------------------------|-------------------------|-------------------------------------|
| -----               | -----<br>-----<br>----- | -----<br>-----<br>----- | -----<br>-----<br>-----             |

**(e) Transfer of gift**

Transferee's name, address, and ZIP + 4

Relationship of transferor to transferee

|                         |                         |
|-------------------------|-------------------------|
| -----<br>-----<br>----- | -----<br>-----<br>----- |
|-------------------------|-------------------------|

| (a) No. from Part I | (b) Purpose of gift     | (c) Use of gift         | (d) Description of how gift is held |
|---------------------|-------------------------|-------------------------|-------------------------------------|
| -----               | -----<br>-----<br>----- | -----<br>-----<br>----- | -----<br>-----<br>-----             |

**(e) Transfer of gift**

Transferee's name, address, and ZIP + 4

Relationship of transferor to transferee

|                         |                         |
|-------------------------|-------------------------|
| -----<br>-----<br>----- | -----<br>-----<br>----- |
|-------------------------|-------------------------|

| (a) No. from Part I | (b) Purpose of gift     | (c) Use of gift         | (d) Description of how gift is held |
|---------------------|-------------------------|-------------------------|-------------------------------------|
| -----               | -----<br>-----<br>----- | -----<br>-----<br>----- | -----<br>-----<br>-----             |

**(e) Transfer of gift**

Transferee's name, address, and ZIP + 4

Relationship of transferor to transferee

|                         |                         |
|-------------------------|-------------------------|
| -----<br>-----<br>----- | -----<br>-----<br>----- |
|-------------------------|-------------------------|



**SCHEDULE O**  
**(Form 990 or 990-EZ)**

Department of the Treasury  
Internal Revenue Service

**Supplemental Information to Form 990 or 990-EZ**

Complete to provide information for responses to specific questions on  
Form 990 or 990-EZ or to provide any additional information.

▶ Attach to Form 990 or 990-EZ.

▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for the latest information.

OMB No. 1545-0047

**2020**

**Open to Public  
Inspection**

Name of the organization

THE GLENWOOD SPRINGS HISTORICAL SOCIETY, INC

Employer identification number

23-7136776

Pt I, Line 8:

Description: PPP \$12,500

Description: PR ADJUSTMENT \$501

Pt I, Line 16:

Description: ADVERTISING \$1,268

Description: COGS \$632

Description: ARCHIVAL EXPENSE \$138

Description: CREDIT CARD FEES \$233

Description: DUES \$348

Description: FEES \$466

Description: COMPUTER EXPENSE \$180

Description: SECURITY \$1,325

Description: SUPPLIES \$641

Description: DOC HOLLIDAY EXPENSE \$539

Description: INTEREST EXPENSE \$726

Description: TAXES \$150

Description: DISPLAY \$2,255

Description: MISC \$623

Pt I, Line 20:

Description: PRIOR YEAR ADJUSTMENT -\$3,676

Pt II, Line 24:

Description: Equipment Beginning of Year: \$112,925 End of Year: \$121,102

Pt II, Line 26:

Description: Payroll and Sales taxes Beginning of Year: 0 End of Year: \$1,658

Description: N/P GUN Beginning of Year: 0 End of Year: \$25,091

**IRS e-file Signature Authorization  
for an Exempt Organization**

OMB No. 1545-0047

Department of the Treasury  
Internal Revenue Service

For calendar year 2020, or fiscal year beginning \_\_\_\_\_, 2020, and ending \_\_\_\_\_, 20\_\_\_\_\_

▶ **Do not send to the IRS. Keep for your records.**  
▶ **Go to [www.irs.gov/Form8879EO](http://www.irs.gov/Form8879EO) for the latest information.****2020**

Name of exempt organization or person subject to tax

THE GLENWOOD SPRINGS HISTORICAL SOCIETY, INC

Taxpayer identification number

23-7136776

Name and title of officer or person subject to tax

BILL KIGHT, EXECUTIVE DIRECTOR

**Part I Type of Return and Return Information (Whole Dollars Only)**

Check the box for the return for which you are using this Form 8879-EO and enter the applicable amount, if any, from the return. If you check the box on line 1a, 2a, 3a, 4a, 5a, 6a, or 7a below, and the amount on that line for the return being filed with this form was blank, then leave line 1b, 2b, 3b, 4b, 5b, 6b, or 7b, whichever is applicable, blank (do not enter -0-). But, if you entered -0- on the return, then enter -0- on the applicable line below. **Do not** complete more than one line in Part I.

|                                                                        |                                                                                     |                    |
|------------------------------------------------------------------------|-------------------------------------------------------------------------------------|--------------------|
| <b>1a</b> Form 990 check here ▶ <input type="checkbox"/>               | <b>b</b> Total revenue, if any (Form 990, Part VIII, column (A), line 12) . . . . . | <b>1b</b> _____    |
| <b>2a</b> Form 990-EZ check here ▶ <input checked="" type="checkbox"/> | <b>b</b> Total revenue, if any (Form 990-EZ, line 9) . . . . .                      | <b>2b</b> 137,610. |
| <b>3a</b> Form 1120-POL check here ▶ <input type="checkbox"/>          | <b>b</b> Total tax (Form 1120-POL, line 22) . . . . .                               | <b>3b</b> _____    |
| <b>4a</b> Form 990-PF check here ▶ <input type="checkbox"/>            | <b>b</b> Tax based on investment income (Form 990-PF, Part VI, line 5) . . . . .    | <b>4b</b> _____    |
| <b>5a</b> Form 8868 check here ▶ <input type="checkbox"/>              | <b>b</b> Balance due (Form 8868, line 3c) . . . . .                                 | <b>5b</b> _____    |
| <b>6a</b> Form 990-T check here ▶ <input type="checkbox"/>             | <b>b</b> Total tax (Form 990-T, Part III, line 4) . . . . .                         | <b>6b</b> _____    |
| <b>7a</b> Form 4720 check here ▶ <input type="checkbox"/>              | <b>b</b> Total tax (Form 4720, Part III, line 1) . . . . .                          | <b>7b</b> _____    |

**Part II Declaration and Signature Authorization of Officer or Person Subject to Tax**

Under penalties of perjury, I declare that ☒ I am an officer of the above organization or ☐ I am a person subject to tax with respect to (name of organization) \_\_\_\_\_, (EIN) \_\_\_\_\_ and that I have examined a copy of the 2020 electronic return and accompanying schedules and statements, and, to the best of my knowledge and belief, they are true, correct, and complete. I further declare that the amount in Part I above is the amount shown on the copy of the electronic return. I consent to allow my intermediate service provider, transmitter, or electronic return originator (ERO) to send the return to the IRS and to receive from the IRS (a) an acknowledgement of receipt or reason for rejection of the transmission, (b) the reason for any delay in processing the return or refund, and (c) the date of any refund. If applicable, I authorize the U.S. Treasury and its designated Financial Agent to initiate an electronic funds withdrawal (direct debit) entry to the financial institution account indicated in the tax preparation software for payment of the federal taxes owed on this return, and the financial institution to debit the entry to this account. To revoke a payment, I must contact the U.S. Treasury Financial Agent at 1-888-353-4537 no later than 2 business days prior to the payment (settlement) date. I also authorize the financial institutions involved in the processing of the electronic payment of taxes to receive confidential information necessary to answer inquiries and resolve issues related to the payment. I have selected a personal identification number (PIN) as my signature for the electronic return and, if applicable, the consent to electronic funds withdrawal.

**PIN: check one box only**

☐ I authorize \_\_\_\_\_ to enter my PIN       as my signature  
ERO firm name

Enter five numbers, but  
do not enter all zeros

on the tax year 2020 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I also authorize the aforementioned ERO to enter my PIN on the return's disclosure consent screen.

☒ As an officer or person subject to tax with respect to the organization, I will enter my PIN as my signature on the tax year 2020 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I will enter my PIN on the return's disclosure consent screen.

Signature of officer or person subject to tax ▶

Date ▶

**Part III Certification and Authentication**

**ERO's EFIN/PIN.** Enter your six-digit electronic filing identification number (EFIN) followed by your five-digit self-selected PIN.

|   |   |   |   |   |   |   |   |   |   |   |
|---|---|---|---|---|---|---|---|---|---|---|
| 8 | 4 | 1 | 1 | 9 | 4 | 4 | 6 | 0 | 9 | 7 |
|---|---|---|---|---|---|---|---|---|---|---|

Do not enter all zeros

I certify that the above numeric entry is my PIN, which is my signature on the 2020 electronically filed return indicated above. I confirm that I am submitting this return in accordance with the requirements of **Pub. 4163**, Modernized e-File (MeF) Information for Authorized IRS e-file Providers for Business Returns.

ERO's signature ▶

Date ▶ 07/29/2021

**ERO Must Retain This Form — See Instructions**  
**Do Not Submit This Form to the IRS Unless Requested To Do So**

**Short Form****Return of Organization Exempt From Income Tax**

OMB No. 1545-0047

**2019****Open to Public Inspection**Department of the Treasury  
Internal Revenue Service

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

▶ Do not enter social security numbers on this form, as it may be made public.

▶ Go to [www.irs.gov/Form990EZ](http://www.irs.gov/Form990EZ) for instructions and the latest information.

|                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                 |  |                                                              |                                                                                       |  |                                                    |                             |  |                                   |                                                                                                               |  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|--|--------------------------------------------------------------|---------------------------------------------------------------------------------------|--|----------------------------------------------------|-----------------------------|--|-----------------------------------|---------------------------------------------------------------------------------------------------------------|--|
| <b>A</b> For the 2019 calendar year, or tax year beginning , 2019, and ending , 20                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                 |  |                                                              |                                                                                       |  |                                                    |                             |  |                                   |                                                                                                               |  |
| <b>B</b> Check if applicable:<br><input type="checkbox"/> Address change<br><input type="checkbox"/> Name change<br><input type="checkbox"/> Initial return<br><input type="checkbox"/> Final return/terminated<br><input type="checkbox"/> Amended return<br><input type="checkbox"/> Application pending | <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td colspan="2"><b>C</b> Name of organization<br/><b>THE GLENWOOD SPRINGS HISTORICAL SOCIETY, INC</b></td> <td><b>D</b> Employer identification number<br/><b>23-7136776</b></td> </tr> <tr> <td colspan="2">Number and street (or P.O. box if mail is not delivered to street address) Room/suite</td> <td><b>E</b> Telephone number<br/><b>(970) 945-4448</b></td> </tr> <tr> <td colspan="2"><b>1001 COLORADO AVENUE</b></td> <td rowspan="2"><b>F</b> Group Exemption Number ▶</td> </tr> <tr> <td colspan="2">City or town, state or province, country, and ZIP or foreign postal code<br/><b>GLENWOOD SPRINGS, CO 81601</b></td> </tr> </table> | <b>C</b> Name of organization<br><b>THE GLENWOOD SPRINGS HISTORICAL SOCIETY, INC</b>                                            |  | <b>D</b> Employer identification number<br><b>23-7136776</b> | Number and street (or P.O. box if mail is not delivered to street address) Room/suite |  | <b>E</b> Telephone number<br><b>(970) 945-4448</b> | <b>1001 COLORADO AVENUE</b> |  | <b>F</b> Group Exemption Number ▶ | City or town, state or province, country, and ZIP or foreign postal code<br><b>GLENWOOD SPRINGS, CO 81601</b> |  |
| <b>C</b> Name of organization<br><b>THE GLENWOOD SPRINGS HISTORICAL SOCIETY, INC</b>                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>D</b> Employer identification number<br><b>23-7136776</b>                                                                    |  |                                                              |                                                                                       |  |                                                    |                             |  |                                   |                                                                                                               |  |
| Number and street (or P.O. box if mail is not delivered to street address) Room/suite                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>E</b> Telephone number<br><b>(970) 945-4448</b>                                                                              |  |                                                              |                                                                                       |  |                                                    |                             |  |                                   |                                                                                                               |  |
| <b>1001 COLORADO AVENUE</b>                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>F</b> Group Exemption Number ▶                                                                                               |  |                                                              |                                                                                       |  |                                                    |                             |  |                                   |                                                                                                               |  |
| City or town, state or province, country, and ZIP or foreign postal code<br><b>GLENWOOD SPRINGS, CO 81601</b>                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                 |  |                                                              |                                                                                       |  |                                                    |                             |  |                                   |                                                                                                               |  |
| <b>G</b> Accounting Method: <input checked="" type="checkbox"/> Cash <input type="checkbox"/> Accrual Other (specify) ▶                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>H</b> Check <input type="checkbox"/> if the organization is not required to attach Schedule B (Form 990, 990-EZ, or 990-PF). |  |                                                              |                                                                                       |  |                                                    |                             |  |                                   |                                                                                                               |  |
| <b>I</b> Website: ▶ <b>N/A</b>                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                 |  |                                                              |                                                                                       |  |                                                    |                             |  |                                   |                                                                                                               |  |
| <b>J</b> Tax-exempt status (check only one) — <input checked="" type="checkbox"/> 501(c)(3) <input type="checkbox"/> 501(c) ( ) ◀ (insert no.) <input type="checkbox"/> 4947(a)(1) or <input type="checkbox"/> 527                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                 |  |                                                              |                                                                                       |  |                                                    |                             |  |                                   |                                                                                                               |  |
| <b>K</b> Form of organization: <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Trust <input type="checkbox"/> Association <input type="checkbox"/> Other                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                 |  |                                                              |                                                                                       |  |                                                    |                             |  |                                   |                                                                                                               |  |
| <b>L</b> Add lines 5b, 6c, and 7b to line 9 to determine gross receipts. If gross receipts are \$200,000 or more, or if total assets (Part II, column (B)) are \$500,000 or more, file Form 990 instead of Form 990-EZ . . . . . ▶ \$ <b>149,225.</b>                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                 |  |                                                              |                                                                                       |  |                                                    |                             |  |                                   |                                                                                                               |  |

**Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances** (see the instructions for Part I)Check if the organization used Schedule O to respond to any question in this Part I ☒

|                   |                                                                                                                        |                                                                                                                                                                                                                                |           |          |
|-------------------|------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|----------|
| <b>Revenue</b>    | <b>1</b>                                                                                                               | Contributions, gifts, grants, and similar amounts received . . . . .                                                                                                                                                           | <b>1</b>  | 92,080.  |
|                   | <b>2</b>                                                                                                               | Program service revenue including government fees and contracts . . . . .                                                                                                                                                      | <b>2</b>  | 31,077.  |
|                   | <b>3</b>                                                                                                               | Membership dues and assessments . . . . .                                                                                                                                                                                      | <b>3</b>  | 11,421.  |
|                   | <b>4</b>                                                                                                               | Investment income . . . . .                                                                                                                                                                                                    | <b>4</b>  | 6.       |
|                   | <b>5a</b>                                                                                                              | Gross amount from sale of assets other than inventory . . . . . <b>5a</b>                                                                                                                                                      |           |          |
|                   | <b>5b</b>                                                                                                              | Less: cost or other basis and sales expenses . . . . . <b>5b</b>                                                                                                                                                               |           |          |
|                   | <b>5c</b>                                                                                                              | Gain or (loss) from sale of assets other than inventory (subtract line 5b from line 5a) . . . . . <b>5c</b>                                                                                                                    |           |          |
|                   | <b>6</b>                                                                                                               | Gaming and fundraising events:                                                                                                                                                                                                 |           |          |
|                   | <b>a</b>                                                                                                               | Gross income from gaming (attach Schedule G if greater than \$15,000) . . . . . <b>6a</b>                                                                                                                                      |           |          |
|                   | <b>b</b>                                                                                                               | Gross income from fundraising events (not including \$ of contributions from fundraising events reported on line 1) (attach Schedule G if the sum of such gross income and contributions exceeds \$15,000) . . . . . <b>6b</b> | 9,633.    |          |
| <b>c</b>          | Less: direct expenses from gaming and fundraising events . . . . . <b>6c</b>                                           | 2,347.                                                                                                                                                                                                                         |           |          |
| <b>d</b>          | Net income or (loss) from gaming and fundraising events (add lines 6a and 6b and subtract line 6c) . . . . . <b>6d</b> |                                                                                                                                                                                                                                | 7,286.    |          |
| <b>7a</b>         | Gross sales of inventory, less returns and allowances . . . . . <b>7a</b>                                              | 2,633.                                                                                                                                                                                                                         |           |          |
| <b>b</b>          | Less: cost of goods sold . . . . . <b>7b</b>                                                                           | 2,351.                                                                                                                                                                                                                         |           |          |
| <b>c</b>          | Gross profit or (loss) from sales of inventory (subtract line 7b from line 7a) . . . . . <b>7c</b>                     |                                                                                                                                                                                                                                | 282.      |          |
| <b>8</b>          | Other revenue (describe in Schedule O) . . . . . See Line 8 Stmt.                                                      | <b>8</b>                                                                                                                                                                                                                       | 2,375.    |          |
| <b>9</b>          | <b>Total revenue.</b> Add lines 1, 2, 3, 4, 5c, 6d, 7c, and 8 . . . . . ▶                                              | <b>9</b>                                                                                                                                                                                                                       | 144,527.  |          |
| <b>Expenses</b>   | <b>10</b>                                                                                                              | Grants and similar amounts paid (list in Schedule O) . . . . .                                                                                                                                                                 | <b>10</b> |          |
|                   | <b>11</b>                                                                                                              | Benefits paid to or for members . . . . .                                                                                                                                                                                      | <b>11</b> |          |
|                   | <b>12</b>                                                                                                              | Salaries, other compensation, and employee benefits . . . . .                                                                                                                                                                  | <b>12</b> | 66,826.  |
|                   | <b>13</b>                                                                                                              | Professional fees and other payments to independent contractors . . . . .                                                                                                                                                      | <b>13</b> | 6,847.   |
|                   | <b>14</b>                                                                                                              | Occupancy, rent, utilities, and maintenance . . . . .                                                                                                                                                                          | <b>14</b> | 23,383.  |
|                   | <b>15</b>                                                                                                              | Printing, publications, postage, and shipping . . . . .                                                                                                                                                                        | <b>15</b> | 5,423.   |
|                   | <b>16</b>                                                                                                              | Other expenses (describe in Schedule O) . . . . . See Line 16 Stmt.                                                                                                                                                            | <b>16</b> | 14,859.  |
| <b>17</b>         | <b>Total expenses.</b> Add lines 10 through 16 . . . . . ▶                                                             | <b>17</b>                                                                                                                                                                                                                      | 117,338.  |          |
| <b>Net Assets</b> | <b>18</b>                                                                                                              | Excess or (deficit) for the year (subtract line 17 from line 9) . . . . .                                                                                                                                                      | <b>18</b> | 27,189.  |
|                   | <b>19</b>                                                                                                              | Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return) . . . . .                                                                     | <b>19</b> | 78,705.  |
|                   | <b>20</b>                                                                                                              | Other changes in net assets or fund balances (explain in Schedule O) . . . . .                                                                                                                                                 | <b>20</b> |          |
|                   | <b>21</b>                                                                                                              | Net assets or fund balances at end of year. Combine lines 18 through 20 . . . . . ▶                                                                                                                                            | <b>21</b> | 105,894. |

For Paperwork Reduction Act Notice, see the separate instructions. BAA

REV 06/02/20 PRO Form **990-EZ** (2019)

**Part II Balance Sheets** (see the instructions for Part II)Check if the organization used Schedule O to respond to any question in this Part II ☒

|                                                                                                               | (A) Beginning of year | (B) End of year    |
|---------------------------------------------------------------------------------------------------------------|-----------------------|--------------------|
| <b>22</b> Cash, savings, and investments . . . . .                                                            | 11,396.               | <b>22</b> 22,725.  |
| <b>23</b> Land and buildings . . . . .                                                                        | 10,000.               | <b>23</b> 10,000.  |
| <b>24</b> Other assets (describe in Schedule O) . . . . .                                                     | 113,893.              | <b>24</b> 112,926. |
| <b>25</b> <b>Total assets</b> . . . . .                                                                       | 135,289.              | <b>25</b> 145,651. |
| <b>26</b> <b>Total liabilities</b> (describe in Schedule O) . . . . .                                         | 56,584.               | <b>26</b> 39,757.  |
| <b>27</b> <b>Net assets or fund balances</b> (line 27 of column (B) <b>must</b> agree with line 21) . . . . . | 78,705.               | <b>27</b> 105,894. |

**Part III Statement of Program Service Accomplishments** (see the instructions for Part III)Check if the organization used Schedule O to respond to any question in this Part III ☐What is the organization's primary exempt purpose? TO EDUCATE THE PUBLIC ABOUT THE HISTORY OF THE AREA

Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. In a clear and concise manner, describe the services provided, the number of persons benefited, and other relevant information for each program title.

**Expenses**  
(Required for section 501(c)(3) and 501(c)(4) organizations; optional for others.)

|                                                                                                                                                                                                                                                                                                 |            |          |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|----------|
| <b>28</b> <u>THE SOCIETY MAINTAINS A HISTORY MUSEUM AND ARTIFACTS THAT HAVE BEEN DONATED TO THE SOCIETY. IT ALSO CONDUCTS EVENTS WHICH HIGHLIGHT THE HISTORY AND CULTURE OF THE AREA.</u><br>(Grants \$ <u>0.</u> ) If this amount includes foreign grants, check here <input type="checkbox"/> | <b>28a</b> | 122,034. |
| <b>29</b> _____<br>(Grants \$ _____ ) If this amount includes foreign grants, check here <input type="checkbox"/>                                                                                                                                                                               | <b>29a</b> |          |
| <b>30</b> _____<br>(Grants \$ _____ ) If this amount includes foreign grants, check here <input type="checkbox"/>                                                                                                                                                                               | <b>30a</b> |          |
| <b>31</b> Other program services (describe in Schedule O) _____<br>(Grants \$ _____ ) If this amount includes foreign grants, check here <input type="checkbox"/>                                                                                                                               | <b>31a</b> |          |
| <b>32</b> <b>Total program service expenses</b> (add lines 28a through 31a) . . . . .                                                                                                                                                                                                           | <b>32</b>  | 122,034. |

**Part IV List of Officers, Directors, Trustees, and Key Employees** (list each one even if not compensated—see the instructions for Part IV)Check if the organization used Schedule O to respond to any question in this Part IV ☐

| (a) Name and title                | (b) Average hours per week devoted to position | (c) Reportable compensation (Forms W-2/1099-MISC) (if not paid, enter -0-) | (d) Health benefits, contributions to employee benefit plans, and deferred compensation | (e) Estimated amount of other compensation |
|-----------------------------------|------------------------------------------------|----------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|--------------------------------------------|
| BILL KIGHT<br>DIRECTOR            | 40.00                                          | 34,135.                                                                    | 0.                                                                                      | 0.                                         |
| BARRY DUNSDON<br>PRESIDENT        | 1.00                                           | 0.                                                                         | 0.                                                                                      | 0.                                         |
| ASHLEY JAMMERON<br>VICE PRESIDENT | 1.00                                           | 0.                                                                         | 0.                                                                                      | 0.                                         |
| CLARA MILLER<br>SECRETARY         | 0.00                                           | 0.                                                                         | 0.                                                                                      | 0.                                         |
| ROB ANDERSON<br>DIRECTOR          | 1.00                                           | 0.                                                                         | 0.                                                                                      | 0.                                         |
| CAROL OEPKA<br>DIRECTOR           | 1.00                                           | 0.                                                                         | 0.                                                                                      | 0.                                         |
| SHARON HALLER<br>DIRECTOR         | 20.00                                          | 0.                                                                         | 0.                                                                                      | 0.                                         |
| _____                             |                                                |                                                                            |                                                                                         |                                            |
| _____                             |                                                |                                                                            |                                                                                         |                                            |
| _____                             |                                                |                                                                            |                                                                                         |                                            |
| _____                             |                                                |                                                                            |                                                                                         |                                            |
| _____                             |                                                |                                                                            |                                                                                         |                                            |
| _____                             |                                                |                                                                            |                                                                                         |                                            |
| _____                             |                                                |                                                                            |                                                                                         |                                            |

**Part V Other Information** (Note the Schedule A and personal benefit contract statement requirements in the instructions for Part V.) Check if the organization used Schedule O to respond to any question in this Part V ☐

|                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Yes        | No |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|----|
| <b>33</b> Did the organization engage in any significant activity not previously reported to the IRS? If "Yes," provide a detailed description of each activity in Schedule O . . . . .                                                                                                                                                                                                                                                                 | <b>33</b>  | X  |
| <b>34</b> Were any significant changes made to the organizing or governing documents? If "Yes," attach a conformed copy of the amended documents if they reflect a change to the organization's name. Otherwise, explain the change on Schedule O. See instructions . . . . .                                                                                                                                                                           | <b>34</b>  | X  |
| <b>35a</b> Did the organization have unrelated business gross income of \$1,000 or more during the year from business activities (such as those reported on lines 2, 6a, and 7a, among others)? . . . . .                                                                                                                                                                                                                                               | <b>35a</b> | X  |
| <b>b</b> If "Yes" to line 35a, has the organization filed a Form 990-T for the year? If "No," provide an explanation in Schedule O . . . . .                                                                                                                                                                                                                                                                                                            | <b>35b</b> |    |
| <b>c</b> Was the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization subject to section 6033(e) notice, reporting, and proxy tax requirements during the year? If "Yes," complete Schedule C, Part III . . . . .                                                                                                                                                                                                                     | <b>35c</b> | X  |
| <b>36</b> Did the organization undergo a liquidation, dissolution, termination, or significant disposition of net assets during the year? If "Yes," complete applicable parts of Schedule N . . . . .                                                                                                                                                                                                                                                   | <b>36</b>  | X  |
| <b>37a</b> Enter amount of political expenditures, direct or indirect, as described in the instructions ▶ <b>37a</b>                                                                                                                                                                                                                                                                                                                                    |            |    |
| <b>b</b> Did the organization file <b>Form 1120-POL</b> for this year? . . . . .                                                                                                                                                                                                                                                                                                                                                                        | <b>37b</b> | X  |
| <b>38a</b> Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee; or were any such loans made in a prior year and still outstanding at the end of the tax year covered by this return? . . . . .                                                                                                                                                                                                      | <b>38a</b> | X  |
| <b>b</b> If "Yes," complete Schedule L, Part II, and enter the total amount involved . . . . . <b>38b</b>                                                                                                                                                                                                                                                                                                                                               |            |    |
| <b>39</b> Section 501(c)(7) organizations. Enter: . . . . .                                                                                                                                                                                                                                                                                                                                                                                             |            |    |
| <b>a</b> Initiation fees and capital contributions included on line 9 . . . . . <b>39a</b>                                                                                                                                                                                                                                                                                                                                                              |            |    |
| <b>b</b> Gross receipts, included on line 9, for public use of club facilities . . . . . <b>39b</b>                                                                                                                                                                                                                                                                                                                                                     |            |    |
| <b>40a</b> Section 501(c)(3) organizations. Enter amount of tax imposed on the organization during the year under: section 4911 ▶ ; section 4912 ▶ ; section 4955 ▶ . . . . .                                                                                                                                                                                                                                                                           |            |    |
| <b>b</b> Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in any section 4958 excess benefit transaction during the year, or did it engage in an excess benefit transaction in a prior year that has not been reported on any of its prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I . . . . .                                                                                                  | <b>40b</b> | X  |
| <b>c</b> Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958 . . . . . ▶ . . . . .                                                                                                                                                                                                                             |            |    |
| <b>d</b> Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax on line 40c reimbursed by the organization . . . . . ▶ . . . . .                                                                                                                                                                                                                                                                                               |            |    |
| <b>e</b> All organizations. At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If "Yes," complete Form 8886-T . . . . .                                                                                                                                                                                                                                                                             | <b>40e</b> | X  |
| <b>41</b> List the states with which a copy of this return is filed ▶ . . . . .                                                                                                                                                                                                                                                                                                                                                                         |            |    |
| <b>42a</b> The organization's books are in care of ▶ <b>BILL KIGHT</b> Telephone no. ▶ <b>(970) 945-4448</b><br>Located at ▶ <b>1001 Colorado Ave, GLENWOOD SPRINGS CO</b> ZIP + 4 ▶ <b>81601</b>                                                                                                                                                                                                                                                       |            |    |
| <b>b</b> At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)? If "Yes," enter the name of the foreign country ▶ . . . . .<br>See the instructions for exceptions and filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR). | <b>42b</b> | X  |
| <b>c</b> At any time during the calendar year, did the organization maintain an office outside the United States? If "Yes," enter the name of the foreign country ▶ . . . . .                                                                                                                                                                                                                                                                           | <b>42c</b> | X  |
| <b>43</b> Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of <b>Form 1041</b> —Check here ▶ <input type="checkbox"/><br>and enter the amount of tax-exempt interest received or accrued during the tax year . . . . . ▶ <b>43</b>                                                                                                                                                                                             |            |    |
| <b>44a</b> Did the organization maintain any donor advised funds during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ . . . . .                                                                                                                                                                                                                                                                                                 | <b>44a</b> | X  |
| <b>b</b> Did the organization operate one or more hospital facilities during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ . . . . .                                                                                                                                                                                                                                                                                            | <b>44b</b> | X  |
| <b>c</b> Did the organization receive any payments for indoor tanning services during the year? . . . . .                                                                                                                                                                                                                                                                                                                                               | <b>44c</b> | X  |
| <b>d</b> If "Yes" to line 44c, has the organization filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O . . . . .                                                                                                                                                                                                                                                                                                  | <b>44d</b> |    |
| <b>45a</b> Did the organization have a controlled entity within the meaning of section 512(b)(13)? . . . . .                                                                                                                                                                                                                                                                                                                                            | <b>45a</b> | X  |
| <b>b</b> Did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," Form 990 and Schedule R may need to be completed instead of Form 990-EZ. See instructions . . . . .                                                                                                                                                                                    | <b>45b</b> | X  |

**46** Did the organization engage, directly or indirectly, in political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I . . . . .

|           | Yes | No       |
|-----------|-----|----------|
| <b>46</b> |     | <b>X</b> |

**Part VI Section 501(c)(3) Organizations Only**

All section 501(c)(3) organizations must answer questions 47–49b and 52, and complete the tables for lines 50 and 51.

Check if the organization used Schedule O to respond to any question in this Part VI . . . . . ☐

**47** Did the organization engage in lobbying activities or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II . . . . .

|           | Yes | No       |
|-----------|-----|----------|
| <b>47</b> |     | <b>X</b> |

**48** Is the organization a school as described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E . . . . .

|           |  |          |
|-----------|--|----------|
| <b>48</b> |  | <b>X</b> |
|-----------|--|----------|

**49a** Did the organization make any transfers to an exempt non-charitable related organization? . . . . .

|            |  |          |
|------------|--|----------|
| <b>49a</b> |  | <b>X</b> |
|------------|--|----------|

**b** If "Yes," was the related organization a section 527 organization? . . . . .

|            |  |  |
|------------|--|--|
| <b>49b</b> |  |  |
|------------|--|--|

**50** Complete this table for the organization's five highest compensated employees (other than officers, directors, trustees, and key employees) who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

| (a) Name and title of each employee | (b) Average hours per week devoted to position | (c) Reportable compensation (Forms W-2/1099-MISC) | (d) Health benefits, contributions to employee benefit plans, and deferred compensation | (e) Estimated amount of other compensation |
|-------------------------------------|------------------------------------------------|---------------------------------------------------|-----------------------------------------------------------------------------------------|--------------------------------------------|
| NONE                                |                                                |                                                   |                                                                                         |                                            |
|                                     |                                                |                                                   |                                                                                         |                                            |
|                                     |                                                |                                                   |                                                                                         |                                            |
|                                     |                                                |                                                   |                                                                                         |                                            |
|                                     |                                                |                                                   |                                                                                         |                                            |
|                                     |                                                |                                                   |                                                                                         |                                            |

**f** Total number of other employees paid over \$100,000 . . . . . ▶

**51** Complete this table for the organization's five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

| (a) Name and business address of each independent contractor | (b) Type of service | (c) Compensation |
|--------------------------------------------------------------|---------------------|------------------|
| NONE                                                         |                     |                  |
|                                                              |                     |                  |
|                                                              |                     |                  |
|                                                              |                     |                  |
|                                                              |                     |                  |
|                                                              |                     |                  |

**d** Total number of other independent contractors each receiving over \$100,000 . . . . . ▶

**52** Did the organization complete Schedule A? **Note:** All section 501(c)(3) organizations must attach a completed Schedule A . . . . . ☒ **Yes** ☐ **No**

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

|                  |                                       |      |
|------------------|---------------------------------------|------|
| <b>Sign Here</b> | Signature of officer                  | Date |
|                  | <b>BILL KIGHT, EXECUTIVE DIRECTOR</b> |      |
|                  | Type or print name and title          |      |

|                               |                                                                |                                |                   |                                                 |                  |
|-------------------------------|----------------------------------------------------------------|--------------------------------|-------------------|-------------------------------------------------|------------------|
| <b>Paid Preparer Use Only</b> | Print/Type preparer's name                                     | Preparer's signature           | Date              | Check <input type="checkbox"/> if self-employed | PTIN             |
|                               | <b>DavidM Reynolds</b>                                         |                                | <b>08/27/2020</b> |                                                 | <b>P00936184</b> |
|                               | Firm's name ▶ <b>David M Reynolds CPA PC</b>                   | Firm's EIN ▶ <b>84-1157599</b> |                   |                                                 |                  |
|                               | Firm's address ▶ <b>228 N 7th Street, New Castle, CO 81647</b> | Phone no. <b>(970)945-7734</b> |                   |                                                 |                  |

May the IRS discuss this return with the preparer shown above? See instructions . . . . . ☒ **Yes** ☐ **No**



**Additional information from your Form 990-EZ: Short Form Return of Organization Exempt from Income Tax****Form 990-EZ: Short Form Return of Organization Exempt from Income Tax****Line 8: Other Revenue****Continuation Statement**

| Description  | Amount        |
|--------------|---------------|
| MISC INCOME  | 2,375.        |
| <b>Total</b> | <b>2,375.</b> |

**Form 990-EZ: Short Form Return of Organization Exempt from Income Tax****Line 16: Other Expenses****Continuation Statement**

| Description      | Amount         |
|------------------|----------------|
| ADVERTISING      | 890.           |
| TELEPHONE        | 1,446.         |
| ARCHIVAL EXPENSE | 1,297.         |
| CREDIT CARD FEES | 273.           |
| DUES             | 798.           |
| FEES             | 567.           |
| COMPUTER EXPENSE | 210.           |
| SECURITY         | 1,571.         |
| SUPPLIES         | 300.           |
| STORAGE          | 1,050.         |
| INTEREST EXPENSE | 1,542.         |
| MISC             | 476.           |
| 4 RIVERS         | 2,234.         |
| PHOTO EXPENSE    | 200.           |
| SOUTH CANYON     | 973.           |
| TAXES            | 33.            |
| CONTRIBUTIONS    | 50.            |
| DISPLAY          | 749.           |
| EDUCATION        | 200.           |
| <b>Total</b>     | <b>14,859.</b> |

**SCHEDULE A**  
**(Form 990 or 990-EZ)**

Department of the Treasury  
Internal Revenue Service

**Public Charity Status and Public Support**

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.

► Attach to Form 990 or Form 990-EZ.

► Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

OMB No. 1545-0047

**2019**

**Open to Public  
Inspection**

Name of the organization

THE GLENWOOD SPRINGS HISTORICAL SOCIETY, INC

Employer identification number

23-7136776

**Part I Reason for Public Charity Status** (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 12, check only one box.)

- 1 ☐ A church, convention of churches, or association of churches described in **section 170(b)(1)(A)(i)**.
- 2 ☐ A school described in **section 170(b)(1)(A)(ii)**. (Attach Schedule E (Form 990 or 990-EZ).)
- 3 ☐ A hospital or a cooperative hospital service organization described in **section 170(b)(1)(A)(iii)**.
- 4 ☐ A medical research organization operated in conjunction with a hospital described in **section 170(b)(1)(A)(iii)**. Enter the hospital's name, city, and state: \_\_\_\_\_
- 5 ☐ An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv)**. (Complete Part II.)
- 6 ☐ A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v)**.
- 7 ☐ An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi)**. (Complete Part II.)
- 8 ☐ A community trust described in **section 170(b)(1)(A)(vii)**. (Complete Part II.)
- 9 ☐ An agricultural research organization described in **section 170(b)(1)(A)(ix)** operated in conjunction with a land-grant college or university or a non-land-grant college of agriculture (see instructions). Enter the name, city, and state of the college or university: \_\_\_\_\_
- 10 ☒ An organization that normally receives: (1) more than 33 $\frac{1}{3}$ % of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions—subject to certain exceptions, and (2) no more than 33 $\frac{1}{3}$ % of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See **section 509(a)(2)**. (Complete Part III.)
- 11 ☐ An organization organized and operated exclusively to test for public safety. See **section 509(a)(4)**.
- 12 ☐ An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in **section 509(a)(1)** or **section 509(a)(2)**. See **section 509(a)(3)**. Check the box in lines 12a through 12d that describes the type of supporting organization and complete lines 12e, 12f, and 12g.
- a ☐ **Type I.** A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. **You must complete Part IV, Sections A and B.**
- b ☐ **Type II.** A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). **You must complete Part IV, Sections A and C.**
- c ☐ **Type III functionally integrated.** A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). **You must complete Part IV, Sections A, D, and E.**
- d ☐ **Type III non-functionally integrated.** A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). **You must complete Part IV, Sections A and D, and Part V.**
- e ☐ Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.
- f Enter the number of supported organizations . . . . .
- g Provide the following information about the supported organization(s).

| (i) Name of supported organization | (ii) EIN | (iii) Type of organization<br>(described on lines 1–10<br>above (see instructions)) | (iv) Is the organization<br>listed in your governing<br>document? |    | (v) Amount of monetary<br>support (see<br>instructions) | (vi) Amount of<br>other support (see<br>instructions) |
|------------------------------------|----------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------|----|---------------------------------------------------------|-------------------------------------------------------|
|                                    |          |                                                                                     | Yes                                                               | No |                                                         |                                                       |
| (A)                                |          |                                                                                     |                                                                   |    |                                                         |                                                       |
| (B)                                |          |                                                                                     |                                                                   |    |                                                         |                                                       |
| (C)                                |          |                                                                                     |                                                                   |    |                                                         |                                                       |
| (D)                                |          |                                                                                     |                                                                   |    |                                                         |                                                       |
| (E)                                |          |                                                                                     |                                                                   |    |                                                         |                                                       |
| <b>Total</b>                       |          |                                                                                     |                                                                   |    |                                                         |                                                       |

**Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)**

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

**Section A. Public Support**

| Calendar year (or fiscal year beginning in) ►                                                                                                                                                                          | (a) 2015 | (b) 2016 | (c) 2017 | (d) 2018 | (e) 2019 | (f) Total |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|----------|----------|----------|-----------|
| <b>1</b> Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.") . . . . .                                                                                                  |          |          |          |          |          |           |
| <b>2</b> Tax revenues levied for the organization's benefit and either paid to or expended on its behalf . . . . .                                                                                                     |          |          |          |          |          |           |
| <b>3</b> The value of services or facilities furnished by a governmental unit to the organization without charge . . . . .                                                                                             |          |          |          |          |          |           |
| <b>4 Total.</b> Add lines 1 through 3 . . . . .                                                                                                                                                                        |          |          |          |          |          |           |
| <b>5</b> The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f) . . . . . |          |          |          |          |          |           |
| <b>6 Public support.</b> Subtract line 5 from line 4                                                                                                                                                                   |          |          |          |          |          |           |

**Section B. Total Support**

| Calendar year (or fiscal year beginning in) ►                                                                                                                                                            | (a) 2015 | (b) 2016 | (c) 2017 | (d) 2018 | (e) 2019  | (f) Total                |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|----------|----------|-----------|--------------------------|
| <b>7</b> Amounts from line 4 . . . . .                                                                                                                                                                   |          |          |          |          |           |                          |
| <b>8</b> Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources . . . . .                                                       |          |          |          |          |           |                          |
| <b>9</b> Net income from unrelated business activities, whether or not the business is regularly carried on . . . . .                                                                                    |          |          |          |          |           |                          |
| <b>10</b> Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.) . . . . .                                                                                      |          |          |          |          |           |                          |
| <b>11 Total support.</b> Add lines 7 through 10                                                                                                                                                          |          |          |          |          |           |                          |
| <b>12</b> Gross receipts from related activities, etc. (see instructions) . . . . .                                                                                                                      |          |          |          |          | <b>12</b> |                          |
| <b>13 First five years.</b> If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and <b>stop here</b> . . . . . |          |          |          |          |           | <input type="checkbox"/> |

**Section C. Computation of Public Support Percentage**

|                                                                                                                                                                                                                                                                                                                                                                                                                                               |           |   |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|---|
| <b>14</b> Public support percentage for 2019 (line 6, column (f) divided by line 11, column (f)) . . . . .                                                                                                                                                                                                                                                                                                                                    | <b>14</b> | % |
| <b>15</b> Public support percentage from 2018 Schedule A, Part II, line 14 . . . . .                                                                                                                                                                                                                                                                                                                                                          | <b>15</b> | % |
| <b>16a 33⅓% support test—2019.</b> If the organization did not check the box on line 13, and line 14 is 33⅓% or more, check this box and <b>stop here.</b> The organization qualifies as a publicly supported organization . . . . . <input type="checkbox"/>                                                                                                                                                                                 |           |   |
| <b>b 33⅓% support test—2018.</b> If the organization did not check a box on line 13 or 16a, and line 15 is 33⅓% or more, check this box and <b>stop here.</b> The organization qualifies as a publicly supported organization . . . . . <input type="checkbox"/>                                                                                                                                                                              |           |   |
| <b>17a 10%-facts-and-circumstances test—2019.</b> If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and <b>stop here.</b> Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization . . . . . <input type="checkbox"/>    |           |   |
| <b>b 10%-facts-and-circumstances test—2018.</b> If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and <b>stop here.</b> Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization . . . . . <input type="checkbox"/> |           |   |
| <b>18 Private foundation.</b> If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions . . . . . <input type="checkbox"/>                                                                                                                                                                                                                                                               |           |   |

**Part III Support Schedule for Organizations Described in Section 509(a)(2)**

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II.  
If the organization fails to qualify under the tests listed below, please complete Part II.)

**Section A. Public Support**

| Calendar year (or fiscal year beginning in) ►                                                                                                                                             | (a) 2015 | (b) 2016 | (c) 2017 | (d) 2018 | (e) 2019 | (f) Total |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|----------|----------|----------|-----------|
| <b>1</b> Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")                                                                               | 66,658.  | 67,266.  | 91,970.  | 97,150.  | 103,501. | 426,545.  |
| <b>2</b> Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose . . . . | 37,517.  | 32,320.  | 31,671.  | 35,097.  | 45,718.  | 182,323.  |
| <b>3</b> Gross receipts from activities that are not an unrelated trade or business under section 513                                                                                     |          |          |          |          |          |           |
| <b>4</b> Tax revenues levied for the organization's benefit and either paid to or expended on its behalf . . . .                                                                          |          |          |          |          |          |           |
| <b>5</b> The value of services or facilities furnished by a governmental unit to the organization without charge . . . .                                                                  |          |          |          |          |          |           |
| <b>6 Total.</b> Add lines 1 through 5 . . . .                                                                                                                                             | 104,175. | 99,586.  | 123,641. | 132,247. | 149,219. | 608,868.  |
| <b>7a</b> Amounts included on lines 1, 2, and 3 received from disqualified persons . .                                                                                                    |          |          | 5,000.   |          | 0.       | 5,000.    |
| <b>b</b> Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year                   |          |          |          |          |          |           |
| <b>c</b> Add lines 7a and 7b . . . .                                                                                                                                                      |          |          | 5,000.   |          | 0.       | 5,000.    |
| <b>8 Public support.</b> (Subtract line 7c from line 6.) . . . .                                                                                                                          |          |          |          |          |          | 603,868.  |

**Section B. Total Support**

| Calendar year (or fiscal year beginning in) ►                                                                                                                                                                                   | (a) 2015 | (b) 2016 | (c) 2017 | (d) 2018 | (e) 2019 | (f) Total |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|----------|----------|----------|-----------|
| <b>9</b> Amounts from line 6 . . . .                                                                                                                                                                                            | 104,175. | 99,586.  | 123,641. | 132,247. | 149,219. | 608,868.  |
| <b>10a</b> Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources .                                                                                    | 8.       | 8.       | 4.       | 2.       | 6.       | 28.       |
| <b>b</b> Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975 . . . .                                                                                                        |          |          |          |          |          |           |
| <b>c</b> Add lines 10a and 10b . . . .                                                                                                                                                                                          | 8.       | 8.       | 4.       | 2.       | 6.       | 28.       |
| <b>11</b> Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on                                                                                           |          |          |          |          |          |           |
| <b>12</b> Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.) . . . .                                                                                                               |          |          |          |          |          |           |
| <b>13 Total support.</b> (Add lines 9, 10c, 11, and 12.) . . . .                                                                                                                                                                | 104,183. | 99,594.  | 123,645. | 132,249. | 149,225. | 608,896.  |
| <b>14 First five years.</b> If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and <b>stop here</b> . . . . <input type="checkbox"/> |          |          |          |          |          |           |

**Section C. Computation of Public Support Percentage**

|                                                                                                           |           |         |
|-----------------------------------------------------------------------------------------------------------|-----------|---------|
| <b>15</b> Public support percentage for 2019 (line 8, column (f), divided by line 13, column (f)) . . . . | <b>15</b> | 99.17 % |
| <b>16</b> Public support percentage from 2018 Schedule A, Part III, line 15 . . . .                       | <b>16</b> | 99.1 %  |

**Section D. Computation of Investment Income Percentage**

|                                                                                                                                                                                                                                                                                                               |           |        |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|--------|
| <b>17</b> Investment income percentage for <b>2019</b> (line 10c, column (f), divided by line 13, column (f)) . . . .                                                                                                                                                                                         | <b>17</b> | 0 %    |
| <b>18</b> Investment income percentage from <b>2018</b> Schedule A, Part III, line 17 . . . .                                                                                                                                                                                                                 | <b>18</b> | 0.01 % |
| <b>19a 33⅓% support tests—2019.</b> If the organization did not check the box on line 14, and line 15 is more than 33⅓%, and line 17 is not more than 33⅓%, check this box and <b>stop here</b> . The organization qualifies as a publicly supported organization . . . . <input checked="" type="checkbox"/> |           |        |
| <b>b 33⅓% support tests—2018.</b> If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33⅓%, and line 18 is not more than 33⅓%, check this box and <b>stop here</b> . The organization qualifies as a publicly supported organization . . . . <input type="checkbox"/>    |           |        |
| <b>20 Private foundation.</b> If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions . . . . <input type="checkbox"/>                                                                                                                                           |           |        |

**Part IV Supporting Organizations**

(Complete only if you checked a box in line 12 on Part I. If you checked 12a of Part I, complete Sections A and B. If you checked 12b of Part I, complete Sections A and C. If you checked 12c of Part I, complete Sections A, D, and E. If you checked 12d of Part I, complete Sections A and D, and complete Part V.)

**Section A. All Supporting Organizations**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Yes | No |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|
| <b>1</b> Are all of the organization's supported organizations listed by name in the organization's governing documents? <i>If "No," describe in <b>Part VI</b> how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.</i>                                                                                                                                                                                                                |     |    |
| <b>2</b> Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? <i>If "Yes," explain in <b>Part VI</b> how the organization determined that the supported organization was described in section 509(a)(1) or (2).</i>                                                                                                                                                                                                                                             |     |    |
| <b>3a</b> Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? <i>If "Yes," answer (b) and (c) below.</i>                                                                                                                                                                                                                                                                                                                                                                                              |     |    |
| <b>b</b> Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? <i>If "Yes," describe in <b>Part VI</b> when and how the organization made the determination.</i>                                                                                                                                                                                                                                                           |     |    |
| <b>c</b> Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? <i>If "Yes," explain in <b>Part VI</b> what controls the organization put in place to ensure such use.</i>                                                                                                                                                                                                                                                                                                    |     |    |
| <b>4a</b> Was any supported organization not organized in the United States ("foreign supported organization")? <i>If "Yes," and if you checked 12a or 12b in Part I, answer (b) and (c) below.</i>                                                                                                                                                                                                                                                                                                                                               |     |    |
| <b>b</b> Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? <i>If "Yes," describe in <b>Part VI</b> how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.</i>                                                                                                                                                                                                        |     |    |
| <b>c</b> Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? <i>If "Yes," explain in <b>Part VI</b> what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.</i>                                                                                                                                                                           |     |    |
| <b>5a</b> Did the organization add, substitute, or remove any supported organizations during the tax year? <i>If "Yes," answer (b) and (c) below (if applicable). Also, provide detail in <b>Part VI</b>, including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).</i> |     |    |
| <b>b Type I or Type II only.</b> Was any added or substituted supported organization part of a class already designated in the organization's organizing document?                                                                                                                                                                                                                                                                                                                                                                                |     |    |
| <b>c Substitutions only.</b> Was the substitution the result of an event beyond the organization's control?                                                                                                                                                                                                                                                                                                                                                                                                                                       |     |    |
| <b>6</b> Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? <i>If "Yes," provide detail in <b>Part VI</b>.</i>                                                          |     |    |
| <b>7</b> Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (as defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? <i>If "Yes," complete Part I of Schedule L (Form 990 or 990-EZ).</i>                                                                                                                                                                                           |     |    |
| <b>8</b> Did the organization make a loan to a disqualified person (as defined in section 4958) not described in line 7? <i>If "Yes," complete Part I of Schedule L (Form 990 or 990-EZ).</i>                                                                                                                                                                                                                                                                                                                                                     |     |    |
| <b>9a</b> Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? <i>If "Yes," provide detail in <b>Part VI</b>.</i>                                                                                                                                                                                                                                      |     |    |
| <b>b</b> Did one or more disqualified persons (as defined in line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? <i>If "Yes," provide detail in <b>Part VI</b>.</i>                                                                                                                                                                                                                                                                                                                          |     |    |
| <b>c</b> Did a disqualified person (as defined in line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? <i>If "Yes," provide detail in <b>Part VI</b>.</i>                                                                                                                                                                                                                                                                                               |     |    |
| <b>10a</b> Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? <i>If "Yes," answer 10b below.</i>                                                                                                                                                                                                                                                          |     |    |
| <b>b</b> Did the organization have any excess business holdings in the tax year? <i>(Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)</i>                                                                                                                                                                                                                                                                                                                                                          |     |    |



**Part IV Supporting Organizations** (continued)

|                                                                                                                                                                              | Yes | No |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|
| <b>11</b> Has the organization accepted a gift or contribution from any of the following persons?                                                                            |     |    |
| <b>a</b> A person who directly or indirectly controls, either alone or together with persons described in (b) and (c) below, the governing body of a supported organization? |     |    |
| <b>b</b> A family member of a person described in (a) above?                                                                                                                 |     |    |
| <b>c</b> A 35% controlled entity of a person described in (a) or (b) above? If "Yes" to a, b, or c, provide detail in <b>Part VI</b> .                                       |     |    |
| <b>11a</b>                                                                                                                                                                   |     |    |
| <b>11b</b>                                                                                                                                                                   |     |    |
| <b>11c</b>                                                                                                                                                                   |     |    |

**Section B. Type I Supporting Organizations**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Yes | No |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|
| <b>1</b> Did the directors, trustees, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's directors or trustees at all times during the tax year? If "No," describe in <b>Part VI</b> how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove directors or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year. |     |    |
| <b>1</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |     |    |
| <b>2</b> Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? If "Yes," explain in <b>Part VI</b> how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.                                                                                                                                                                                                                                                                             |     |    |
| <b>2</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |     |    |

**Section C. Type II Supporting Organizations**

|                                                                                                                                                                                                                                                                                                                                                                                      | Yes | No |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|
| <b>1</b> Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? If "No," describe in <b>Part VI</b> how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s). |     |    |
| <b>1</b>                                                                                                                                                                                                                                                                                                                                                                             |     |    |

**Section D. All Type III Supporting Organizations**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Yes | No |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|
| <b>1</b> Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided? |     |    |
| <b>1</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |     |    |
| <b>2</b> Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? If "No," explain in <b>Part VI</b> how the organization maintained a close and continuous working relationship with the supported organization(s).                                                                                                                       |     |    |
| <b>2</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |     |    |
| <b>3</b> By reason of the relationship described in (2), did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? If "Yes," describe in <b>Part VI</b> the role the organization's supported organizations played in this regard.                                                                                          |     |    |
| <b>3</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |     |    |

**Section E. Type III Functionally Integrated Supporting Organizations**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |  |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|
| <b>1</b> Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions).                                                                                                                                                                                                                                                                                                                                                                                              |  |  |  |
| <b>a</b> <input type="checkbox"/> The organization satisfied the Activities Test. Complete <b>line 2</b> below.                                                                                                                                                                                                                                                                                                                                                                                                                         |  |  |  |
| <b>b</b> <input type="checkbox"/> The organization is the parent of each of its supported organizations. Complete <b>line 3</b> below.                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  |
| <b>c</b> <input type="checkbox"/> The organization supported a governmental entity. Describe in <b>Part VI</b> how you supported a government entity (see instructions).                                                                                                                                                                                                                                                                                                                                                                |  |  |  |
| <b>2</b> Activities Test. Answer (a) and (b) below.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |  |  |
| <b>a</b> Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? If "Yes," then in <b>Part VI</b> identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities. |  |  |  |
| <b>2a</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |  |  |
| <b>b</b> Did the activities described in (a) constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? If "Yes," explain in <b>Part VI</b> the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.                                                                                                                              |  |  |  |
| <b>2b</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |  |  |
| <b>3</b> Parent of Supported Organizations. Answer (a) and (b) below.                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  |  |  |
| <b>a</b> Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? Provide details in <b>Part VI</b> .                                                                                                                                                                                                                                                                                                                               |  |  |  |
| <b>3a</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |  |  |
| <b>b</b> Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? If "Yes," describe in <b>Part VI</b> the role played by the organization in this regard.                                                                                                                                                                                                                                                                                   |  |  |  |
| <b>3b</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |  |  |



**Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations**

- 1** ☐ Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (explain in Part VI). **See instructions.** All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

| <b>Section A—Adjusted Net Income</b>                                                                                                                                                                              |           | (A) Prior Year | (B) Current Year (optional) |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|----------------|-----------------------------|
| <b>1</b> Net short-term capital gain                                                                                                                                                                              | <b>1</b>  |                |                             |
| <b>2</b> Recoveries of prior-year distributions                                                                                                                                                                   | <b>2</b>  |                |                             |
| <b>3</b> Other gross income (see instructions)                                                                                                                                                                    | <b>3</b>  |                |                             |
| <b>4</b> Add lines 1 through 3.                                                                                                                                                                                   | <b>4</b>  |                |                             |
| <b>5</b> Depreciation and depletion                                                                                                                                                                               | <b>5</b>  |                |                             |
| <b>6</b> Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions) | <b>6</b>  |                |                             |
| <b>7</b> Other expenses (see instructions)                                                                                                                                                                        | <b>7</b>  |                |                             |
| <b>8 Adjusted Net Income</b> (subtract lines 5, 6, and 7 from line 4)                                                                                                                                             | <b>8</b>  |                |                             |
| <b>Section B—Minimum Asset Amount</b>                                                                                                                                                                             |           | (A) Prior Year | (B) Current Year (optional) |
| <b>1</b> Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):                                                                          |           |                |                             |
| <b>a</b> Average monthly value of securities                                                                                                                                                                      | <b>1a</b> |                |                             |
| <b>b</b> Average monthly cash balances                                                                                                                                                                            | <b>1b</b> |                |                             |
| <b>c</b> Fair market value of other non-exempt-use assets                                                                                                                                                         | <b>1c</b> |                |                             |
| <b>d Total</b> (add lines 1a, 1b, and 1c)                                                                                                                                                                         | <b>1d</b> |                |                             |
| <b>e Discount</b> claimed for blockage or other factors (explain in detail in <b>Part VI</b> ):                                                                                                                   |           |                |                             |
| <b>2</b> Acquisition indebtedness applicable to non-exempt-use assets                                                                                                                                             | <b>2</b>  |                |                             |
| <b>3</b> Subtract line 2 from line 1d.                                                                                                                                                                            | <b>3</b>  |                |                             |
| <b>4</b> Cash deemed held for exempt use. Enter 1-1/2% of line 3 (for greater amount, see instructions).                                                                                                          | <b>4</b>  |                |                             |
| <b>5</b> Net value of non-exempt-use assets (subtract line 4 from line 3)                                                                                                                                         | <b>5</b>  |                |                             |
| <b>6</b> Multiply line 5 by .035.                                                                                                                                                                                 | <b>6</b>  |                |                             |
| <b>7</b> Recoveries of prior-year distributions                                                                                                                                                                   | <b>7</b>  |                |                             |
| <b>8 Minimum Asset Amount</b> (add line 7 to line 6)                                                                                                                                                              | <b>8</b>  |                |                             |
| <b>Section C—Distributable Amount</b>                                                                                                                                                                             |           |                | Current Year                |
| <b>1</b> Adjusted net income for prior year (from Section A, line 8, Column A)                                                                                                                                    | <b>1</b>  |                |                             |
| <b>2</b> Enter 85% of line 1.                                                                                                                                                                                     | <b>2</b>  |                |                             |
| <b>3</b> Minimum asset amount for prior year (from Section B, line 8, Column A)                                                                                                                                   | <b>3</b>  |                |                             |
| <b>4</b> Enter greater of line 2 or line 3.                                                                                                                                                                       | <b>4</b>  |                |                             |
| <b>5</b> Income tax imposed in prior year                                                                                                                                                                         | <b>5</b>  |                |                             |
| <b>6 Distributable Amount.</b> Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions).                                                                                   | <b>6</b>  |                |                             |
| <b>7</b> <input type="checkbox"/> Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).                                |           |                |                             |

Schedule A (Form 990 or 990-EZ) 2019

**Part V** Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations *(continued)*

| <b>Section D—Distributions</b> |                                                                                                                                                    | <b>Current Year</b> |
|--------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|
| <b>1</b>                       | Amounts paid to supported organizations to accomplish exempt purposes                                                                              |                     |
| <b>2</b>                       | Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity              |                     |
| <b>3</b>                       | Administrative expenses paid to accomplish exempt purposes of supported organizations                                                              |                     |
| <b>4</b>                       | Amounts paid to acquire exempt-use assets                                                                                                          |                     |
| <b>5</b>                       | Qualified set-aside amounts (prior IRS approval required)                                                                                          |                     |
| <b>6</b>                       | Other distributions (describe in <b>Part VI</b> ). See instructions.                                                                               |                     |
| <b>7</b>                       | <b>Total annual distributions.</b> Add lines 1 through 6.                                                                                          |                     |
| <b>8</b>                       | Distributions to attentive supported organizations to which the organization is responsive (provide details in <b>Part VI</b> ). See instructions. |                     |
| <b>9</b>                       | Distributable amount for 2019 from Section C, line 6                                                                                               |                     |
| <b>10</b>                      | Line 8 amount divided by line 9 amount                                                                                                             |                     |

| <b>Section E—Distribution Allocations</b> (see instructions) |                                                                                                                                                                                 | <b>(i)<br/>Excess Distributions</b> | <b>(ii)<br/>Underdistributions<br/>Pre-2019</b> | <b>(iii)<br/>Distributable<br/>Amount for 2019</b> |
|--------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-------------------------------------------------|----------------------------------------------------|
| <b>1</b>                                                     | Distributable amount for 2019 from Section C, line 6                                                                                                                            |                                     |                                                 |                                                    |
| <b>2</b>                                                     | Underdistributions, if any, for years prior to 2019 (reasonable cause required—explain in <b>Part VI</b> ). See instructions.                                                   |                                     |                                                 |                                                    |
| <b>3</b>                                                     | Excess distributions carryover, if any, to 2019                                                                                                                                 |                                     |                                                 |                                                    |
| <b>a</b>                                                     | From 2014 . . . . .                                                                                                                                                             |                                     |                                                 |                                                    |
| <b>b</b>                                                     | From 2015 . . . . .                                                                                                                                                             |                                     |                                                 |                                                    |
| <b>c</b>                                                     | From 2016 . . . . .                                                                                                                                                             |                                     |                                                 |                                                    |
| <b>d</b>                                                     | From 2017 . . . . .                                                                                                                                                             |                                     |                                                 |                                                    |
| <b>e</b>                                                     | From 2018 . . . . .                                                                                                                                                             |                                     |                                                 |                                                    |
| <b>f</b>                                                     | <b>Total</b> of lines 3a through e                                                                                                                                              |                                     |                                                 |                                                    |
| <b>g</b>                                                     | Applied to underdistributions of prior years                                                                                                                                    |                                     |                                                 |                                                    |
| <b>h</b>                                                     | Applied to 2019 distributable amount                                                                                                                                            |                                     |                                                 |                                                    |
| <b>i</b>                                                     | Carryover from 2014 not applied (see instructions)                                                                                                                              |                                     |                                                 |                                                    |
| <b>j</b>                                                     | Remainder. Subtract lines 3g, 3h, and 3i from 3f.                                                                                                                               |                                     |                                                 |                                                    |
| <b>4</b>                                                     | Distributions for 2019 from Section D, line 7: \$                                                                                                                               |                                     |                                                 |                                                    |
| <b>a</b>                                                     | Applied to underdistributions of prior years                                                                                                                                    |                                     |                                                 |                                                    |
| <b>b</b>                                                     | Applied to 2019 distributable amount                                                                                                                                            |                                     |                                                 |                                                    |
| <b>c</b>                                                     | Remainder. Subtract lines 4a and 4b from 4.                                                                                                                                     |                                     |                                                 |                                                    |
| <b>5</b>                                                     | Remaining underdistributions for years prior to 2019, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, explain in <b>Part VI</b> . See instructions. |                                     |                                                 |                                                    |
| <b>6</b>                                                     | Remaining underdistributions for 2019. Subtract lines 3h and 4b from line 1. For result greater than zero, explain in <b>Part VI</b> . See instructions.                        |                                     |                                                 |                                                    |
| <b>7</b>                                                     | <b>Excess distributions carryover to 2020.</b> Add lines 3j and 4c.                                                                                                             |                                     |                                                 |                                                    |
| <b>8</b>                                                     | Breakdown of line 7:                                                                                                                                                            |                                     |                                                 |                                                    |
| <b>a</b>                                                     | Excess from 2015 . . .                                                                                                                                                          |                                     |                                                 |                                                    |
| <b>b</b>                                                     | Excess from 2016 . . .                                                                                                                                                          |                                     |                                                 |                                                    |
| <b>c</b>                                                     | Excess from 2017 . . .                                                                                                                                                          |                                     |                                                 |                                                    |
| <b>d</b>                                                     | Excess from 2018 . . .                                                                                                                                                          |                                     |                                                 |                                                    |
| <b>e</b>                                                     | Excess from 2019 . . .                                                                                                                                                          |                                     |                                                 |                                                    |

Schedule A (Form 990 or 990-EZ) 2019

## Part VI

**Supplemental Information.** Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a, and 3b; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5, 6, and 8; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information. (See instructions.)

**Schedule of Contributors**

OMB No. 1545-0047

**2019**

▶ **Attach to Form 990, Form 990-EZ, or Form 990-PF.**  
▶ **Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for the latest information.**

Name of the organization

THE GLENWOOD SPRINGS HISTORICAL SOCIETY, INC

Employer identification number

23-7136776

**Organization type** (check one):

**Filers of:**

**Section:**

Form 990 or 990-EZ

☒ 501(c)( 3 ) (enter number) organization

☐ 4947(a)(1) nonexempt charitable trust **not** treated as a private foundation

☐ 527 political organization

Form 990-PF

☐ 501(c)(3) exempt private foundation

☐ 4947(a)(1) nonexempt charitable trust treated as a private foundation

☐ 501(c)(3) taxable private foundation

Check if your organization is covered by the **General Rule** or a **Special Rule**.

**Note:** Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.

**General Rule**

- ☒ For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, contributions totaling \$5,000 or more (in money or property) from any one contributor. Complete Parts I and II. See instructions for determining a contributor's total contributions.

**Special Rules**

- ☐ For an organization described in section 501(c)(3) filing Form 990 or 990-EZ that met the 33 $\frac{1}{3}$ % support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi), that checked Schedule A (Form 990 or 990-EZ), Part II, line 13, 16a, or 16b, and that received from any one contributor, during the year, total contributions of the greater of **(1)** \$5,000; or **(2)** 2% of the amount on (i) Form 990, Part VIII, line 1h; or (ii) Form 990-EZ, line 1. Complete Parts I and II.

- ☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than \$1,000 *exclusively* for religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals. Complete Parts I, II, and III.

- ☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions *exclusively* for religious, charitable, etc., purposes, but no such contributions totaled more than \$1,000. If this box is checked, enter here the total contributions that were received during the year for an *exclusively* religious, charitable, etc., purpose. Don't complete any of the parts unless the **General Rule** applies to this organization because it received *nonexclusively* religious, charitable, etc., contributions totaling \$5,000 or more during the year . . . . . ▶ \$ .....

**Caution:** An organization that isn't covered by the General Rule and/or the Special Rules doesn't file Schedule B (Form 990, 990-EZ, or 990-PF), but it **must** answer "No" on Part IV, line 2, of its Form 990; or check the box on line H of its Form 990-EZ or on its Form 990-PF, Part I, line 2, to certify that it doesn't meet the filing requirements of Schedule B (Form 990, 990-EZ, or 990-PF).

Name of organization

THE GLENWOOD SPRINGS HISTORICAL SOCIETY, INC

Employer identification number

23-7136776

**Part I** **Contributors** (see instructions). Use duplicate copies of Part I if additional space is needed.

| (a)<br>No. | (b)<br>Name, address, and ZIP + 4                                        | (c)<br>Total contributions | (d)<br>Type of contribution                                                                                                                                                              |
|------------|--------------------------------------------------------------------------|----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1          | CITY OF GLENWOOD SPRINGS<br>101 W 8TH ST<br>GLENWOOD SPRINGS CO 81601    | \$ 68,217.                 | <b>Person</b> <input checked="" type="checkbox"/><br><b>Payroll</b> <input type="checkbox"/><br><b>Noncash</b> <input type="checkbox"/><br>(Complete Part II for noncash contributions.) |
| 2          | CITY OF GLENWOOD SPRINGS<br>101 WEST 8TH ST<br>GLENWOOD SPRINGS CO 81601 | \$ 5,000.                  | <b>Person</b> <input checked="" type="checkbox"/><br><b>Payroll</b> <input type="checkbox"/><br><b>Noncash</b> <input type="checkbox"/><br>(Complete Part II for noncash contributions.) |
| 3          | COLORADO HISTORICAL FUND<br>1200 N BROADWAY<br>DENVER CO 80203           | \$ 5,000.                  | <b>Person</b> <input checked="" type="checkbox"/><br><b>Payroll</b> <input type="checkbox"/><br><b>Noncash</b> <input type="checkbox"/><br>(Complete Part II for noncash contributions.) |
|            |                                                                          | \$                         | <b>Person</b> <input type="checkbox"/><br><b>Payroll</b> <input type="checkbox"/><br><b>Noncash</b> <input type="checkbox"/><br>(Complete Part II for noncash contributions.)            |
|            |                                                                          | \$                         | <b>Person</b> <input type="checkbox"/><br><b>Payroll</b> <input type="checkbox"/><br><b>Noncash</b> <input type="checkbox"/><br>(Complete Part II for noncash contributions.)            |
|            |                                                                          | \$                         | <b>Person</b> <input type="checkbox"/><br><b>Payroll</b> <input type="checkbox"/><br><b>Noncash</b> <input type="checkbox"/><br>(Complete Part II for noncash contributions.)            |

Name of organization

THE GLENWOOD SPRINGS HISTORICAL SOCIETY, INC

Employer identification number

23-7136776

**Part II** **Noncash Property** (see instructions). Use duplicate copies of Part II if additional space is needed.

| (a) No.<br>from<br>Part I | (b)<br>Description of noncash property given | (c)<br>FMV (or estimate)<br>(See instructions.) | (d)<br>Date received |
|---------------------------|----------------------------------------------|-------------------------------------------------|----------------------|
| -----                     | -----<br>-----<br>-----<br>-----             | \$ -----                                        | -----                |
| (a) No.<br>from<br>Part I | (b)<br>Description of noncash property given | (c)<br>FMV (or estimate)<br>(See instructions.) | (d)<br>Date received |
| -----                     | -----<br>-----<br>-----<br>-----             | \$ -----                                        | -----                |
| (a) No.<br>from<br>Part I | (b)<br>Description of noncash property given | (c)<br>FMV (or estimate)<br>(See instructions.) | (d)<br>Date received |
| -----                     | -----<br>-----<br>-----<br>-----             | \$ -----                                        | -----                |
| (a) No.<br>from<br>Part I | (b)<br>Description of noncash property given | (c)<br>FMV (or estimate)<br>(See instructions.) | (d)<br>Date received |
| -----                     | -----<br>-----<br>-----<br>-----             | \$ -----                                        | -----                |
| (a) No.<br>from<br>Part I | (b)<br>Description of noncash property given | (c)<br>FMV (or estimate)<br>(See instructions.) | (d)<br>Date received |
| -----                     | -----<br>-----<br>-----<br>-----             | \$ -----                                        | -----                |
| (a) No.<br>from<br>Part I | (b)<br>Description of noncash property given | (c)<br>FMV (or estimate)<br>(See instructions.) | (d)<br>Date received |
| -----                     | -----<br>-----<br>-----<br>-----             | \$ -----                                        | -----                |
| (a) No.<br>from<br>Part I | (b)<br>Description of noncash property given | (c)<br>FMV (or estimate)<br>(See instructions.) | (d)<br>Date received |
| -----                     | -----<br>-----<br>-----<br>-----             | \$ -----                                        | -----                |



Name of organization

THE GLENWOOD SPRINGS HISTORICAL SOCIETY, INC

Employer identification number

23-7136776

**Part III** **Exclusively religious, charitable, etc., contributions to organizations described in section 501(c)(7), (8), or (10) that total more than \$1,000 for the year from any one contributor.** Complete columns (a) through (e) and the following line entry. For organizations completing Part III, enter the total of *exclusively* religious, charitable, etc., contributions of **\$1,000 or less** for the year. (Enter this information once. See instructions.) ► \$ .....

Use duplicate copies of Part III if additional space is needed.

| (a) No.<br>from<br>Part I | (b) Purpose of gift     | (c) Use of gift         | (d) Description of how gift is held |
|---------------------------|-------------------------|-------------------------|-------------------------------------|
| -----                     | .....<br>.....<br>..... | .....<br>.....<br>..... | .....<br>.....<br>.....             |

**(e) Transfer of gift**

Transferee's name, address, and ZIP + 4

Relationship of transferor to transferee

|                         |                         |
|-------------------------|-------------------------|
| .....<br>.....<br>..... | .....<br>.....<br>..... |
|-------------------------|-------------------------|

| (a) No.<br>from<br>Part I | (b) Purpose of gift     | (c) Use of gift         | (d) Description of how gift is held |
|---------------------------|-------------------------|-------------------------|-------------------------------------|
| -----                     | .....<br>.....<br>..... | .....<br>.....<br>..... | .....<br>.....<br>.....             |

**(e) Transfer of gift**

Transferee's name, address, and ZIP + 4

Relationship of transferor to transferee

|                         |                         |
|-------------------------|-------------------------|
| .....<br>.....<br>..... | .....<br>.....<br>..... |
|-------------------------|-------------------------|

| (a) No.<br>from<br>Part I | (b) Purpose of gift     | (c) Use of gift         | (d) Description of how gift is held |
|---------------------------|-------------------------|-------------------------|-------------------------------------|
| -----                     | .....<br>.....<br>..... | .....<br>.....<br>..... | .....<br>.....<br>.....             |

**(e) Transfer of gift**

Transferee's name, address, and ZIP + 4

Relationship of transferor to transferee

|                         |                         |
|-------------------------|-------------------------|
| .....<br>.....<br>..... | .....<br>.....<br>..... |
|-------------------------|-------------------------|

| (a) No.<br>from<br>Part I | (b) Purpose of gift     | (c) Use of gift         | (d) Description of how gift is held |
|---------------------------|-------------------------|-------------------------|-------------------------------------|
| -----                     | .....<br>.....<br>..... | .....<br>.....<br>..... | .....<br>.....<br>.....             |

**(e) Transfer of gift**

Transferee's name, address, and ZIP + 4

Relationship of transferor to transferee

|                         |                         |
|-------------------------|-------------------------|
| .....<br>.....<br>..... | .....<br>.....<br>..... |
|-------------------------|-------------------------|

**SCHEDULE O**  
**(Form 990 or 990-EZ)**

Department of the Treasury  
Internal Revenue Service

**Supplemental Information to Form 990 or 990-EZ**  
Complete to provide information for responses to specific questions on  
Form 990 or 990-EZ or to provide any additional information.

▶ Attach to Form 990 or 990-EZ.  
▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for the latest information.

OMB No. 1545-0047

**2019**

**Open to Public  
Inspection**

Name of the organization

THE GLENWOOD SPRINGS HISTORICAL SOCIETY, INC

Employer identification number

23-7136776

Pt I, Line 8:

Description: MISC INCOME \$2,375

Pt I, Line 16:

Description: ADVERTISING \$890

Description: TELEPHONE \$1,446

Description: ARCHIVAL EXPENSE \$1,297

Description: CREDIT CARD FEES \$273

Description: DUES \$798

Description: FEES \$567

Description: COMPUTER EXPENSE \$210

Description: SECURITY \$1,571

Description: SUPPLIES \$300

Description: STORAGE \$1,050

Description: INTEREST EXPENSE \$1,542

Description: MISC \$476

Description: 4 RIVERS \$2,234

Description: PHOTO EXPENSE \$200

Description: SOUTH CANYON \$973

Description: TAXES \$33

Description: CONTRIBUTIONS \$50

Description: DISPLAY \$749

Description: EDUCATION \$200

Pt II, Line 24:

Description: Equipment Beginning of Year: \$113,893 End of Year: 0

Pt II, Line 26:

Name of the organization

THE GLENWOOD SPRINGS HISTORICAL SOCIETY, INC

Employer identification number

23-7136776

Description: Payroll and Sales taxes Beginning of Year: \$564 End of Year: 0

Description: N/P GUN Beginning of Year: \$56,020 End of Year: 0

**IRS e-file Signature Authorization  
for an Exempt Organization**

OMB No. 1545-1878

Department of the Treasury  
Internal Revenue Service

For calendar year 2019, or fiscal year beginning \_\_\_\_\_, 2019, and ending \_\_\_\_\_, 20\_\_\_\_\_

**► Do not send to the IRS. Keep for your records.**  
**► Go to [www.irs.gov/Form8879EO](http://www.irs.gov/Form8879EO) for the latest information.****2019**

Name of exempt organization

THE GLENWOOD SPRINGS HISTORICAL SOCIETY, INC

Employer identification number

23-7136776

Name and title of officer

BILL KIGHT, EXECUTIVE DIRECTOR

**Part I Type of Return and Return Information (Whole Dollars Only)**

Check the box for the return for which you are using this Form 8879-EO and enter the applicable amount, if any, from the return. If you check the box on line **1a**, **2a**, **3a**, **4a**, or **5a**, below, and the amount on that line for the return being filed with this form was blank, then leave line **1b**, **2b**, **3b**, **4b**, or **5b**, whichever is applicable, blank (do not enter -0-). But, if you entered -0- on the return, then enter -0- on the applicable line below. **Do not** complete more than one line in Part I.

|                                                                        |                                                                                      |                    |
|------------------------------------------------------------------------|--------------------------------------------------------------------------------------|--------------------|
| <b>1a</b> Form 990 check here ► <input type="checkbox"/>               | <b>b Total revenue</b> , if any (Form 990, Part VIII, column (A), line 12) . . . . . | <b>1b</b> _____    |
| <b>2a</b> Form 990-EZ check here ► <input checked="" type="checkbox"/> | <b>b Total revenue</b> , if any (Form 990-EZ, line 9) . . . . .                      | <b>2b</b> 144,527. |
| <b>3a</b> Form 1120-POL check here ► <input type="checkbox"/>          | <b>b Total tax</b> (Form 1120-POL, line 22) . . . . .                                | <b>3b</b> _____    |
| <b>4a</b> Form 990-PF check here ► <input type="checkbox"/>            | <b>b Tax based on investment income</b> (Form 990-PF, Part VI, line 5) . . . . .     | <b>4b</b> _____    |
| <b>5a</b> Form 8868 check here ► <input type="checkbox"/>              | <b>b Balance Due</b> (Form 8868, line 3c) . . . . .                                  | <b>5b</b> _____    |

**Part II Declaration and Signature Authorization of Officer**

Under penalties of perjury, I declare that I am an officer of the above organization and that I have examined a copy of the organization's 2019 electronic return and accompanying schedules and statements and to the best of my knowledge and belief, they are true, correct, and complete. I further declare that the amount in Part I above is the amount shown on the copy of the organization's electronic return. I consent to allow my intermediate service provider, transmitter, or electronic return originator (ERO) to send the organization's return to the IRS and to receive from the IRS **(a)** an acknowledgement of receipt or reason for rejection of the transmission, **(b)** the reason for any delay in processing the return or refund, and **(c)** the date of any refund. If applicable, I authorize the U.S. Treasury and its designated Financial Agent to initiate an electronic funds withdrawal (direct debit) entry to the financial institution account indicated in the tax preparation software for payment of the organization's federal taxes owed on this return, and the financial institution to debit the entry to this account. To revoke a payment, I must contact the U.S. Treasury Financial Agent at 1-888-353-4537 no later than 2 business days prior to the payment (settlement) date. I also authorize the financial institutions involved in the processing of the electronic payment of taxes to receive confidential information necessary to answer inquiries and resolve issues related to the payment. I have selected a personal identification number (PIN) as my signature for the organization's electronic return and, if applicable, the organization's consent to electronic funds withdrawal.

**Officer's PIN: check one box only**

☐ I authorize \_\_\_\_\_ to enter my PIN 

|  |  |  |  |  |
|--|--|--|--|--|
|  |  |  |  |  |
|--|--|--|--|--|

 as my signature  
ERO firm name Enter five numbers, but do not enter all zeros

on the organization's tax year 2019 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I also authorize the aforementioned ERO to enter my PIN on the return's disclosure consent screen.

☒ As an officer of the organization, I will enter my PIN as my signature on the organization's tax year 2019 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I will enter my PIN on the return's disclosure consent screen.

Officer's signature ► \_\_\_\_\_

Date ► \_\_\_\_\_

**Part III Certification and Authentication**

**ERO's EFIN/PIN.** Enter your six-digit electronic filing identification number (EFIN) followed by your five-digit self-selected PIN.

|   |   |   |   |   |   |   |   |   |   |   |
|---|---|---|---|---|---|---|---|---|---|---|
| 8 | 4 | 1 | 1 | 9 | 4 | 4 | 6 | 0 | 9 | 7 |
|---|---|---|---|---|---|---|---|---|---|---|

Do not enter all zeros

I certify that the above numeric entry is my PIN, which is my signature on the 2019 electronically filed return for the organization indicated above. I confirm that I am submitting this return in accordance with the requirements of **Pub. 4163**, Modernized e-File (MeF) Information for Authorized IRS e-file Providers for Business Returns.

ERO's signature ► \_\_\_\_\_

Date ► 08/27/2020

**ERO Must Retain This Form — See Instructions**  
**Do Not Submit This Form to the IRS Unless Requested To Do So**



**Short Form****Return of Organization Exempt From Income Tax**

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

OMB No. 1545-1150

**2018****Open to Public  
Inspection**

▶ Do not enter social security numbers on this form as it may be made public.

▶ Go to [www.irs.gov/Form990EZ](http://www.irs.gov/Form990EZ) for instructions and the latest information.**A For the 2018 calendar year, or tax year beginning**

, 2018, and ending

, 20

**B** Check if applicable:

- ☐ Address change  
☐ Name change  
☐ Initial return  
☐ Final return/terminated  
☐ Amended return  
☐ Application pending

**C** Name of organization

THE GLENWOOD SPRINGS HISTORICAL SOCIETY, INC.

Number and street (or P.O. box, if mail is not delivered to street address)

1001 COLORADO AVENUE

Room/suite

City or town, state or province, country, and ZIP or foreign postal code

GLENWOOD SPRINGS, CO 81601

**D** Employer identification number

23-7136776

**E** Telephone number

(970) 945-4448

**F** Group Exemption  
Number ▶**G** Accounting Method: ☒ Cash ☐ Accrual Other (specify) ▶**I** Website: ▶ N/A**J** Tax-exempt status (check only one) — ☒ 501(c)(3) ☐ 501(c) ( ) ◀ (insert no.) ☐ 4947(a)(1) or ☐ 527**H** Check ☐ if the organization is not required to attach Schedule B (Form 990, 990-EZ, or 990-PF).**K** Form of organization: ☒ Corporation ☐ Trust ☐ Association ☐ Other**L** Add lines 5b, 6c, and 7b to line 9 to determine gross receipts. If gross receipts are \$200,000 or more, or if total assets

(Part II, column (B)) are \$500,000 or more, file Form 990 instead of Form 990-EZ. ▶ \$ 132,729.

**Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances** (see the instructions for Part I)Check if the organization used Schedule O to respond to any question in this Part I ☒

|            |                                                                                                              |                                                                                                                                                                                                                      |          |          |
|------------|--------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|
| Revenue    | 1                                                                                                            | Contributions, gifts, grants, and similar amounts received . . . . .                                                                                                                                                 | 1        | 90,870.  |
|            | 2                                                                                                            | Program service revenue including government fees and contracts . . . . .                                                                                                                                            | 2        | 15,625.  |
|            | 3                                                                                                            | Membership dues and assessments . . . . .                                                                                                                                                                            | 3        | 6,280.   |
|            | 4                                                                                                            | Investment income . . . . .                                                                                                                                                                                          | 4        | 2.       |
|            | 5a                                                                                                           | Gross amount from sale of assets other than inventory . . . . .                                                                                                                                                      | 5a       |          |
|            | b                                                                                                            | Less: cost or other basis and sales expenses . . . . .                                                                                                                                                               | 5b       |          |
|            | c                                                                                                            | Gain or (loss) from sale of assets other than inventory (Subtract line 5b from line 5a) . . . . .                                                                                                                    | 5c       |          |
|            | 6                                                                                                            | Gaming and fundraising events:                                                                                                                                                                                       |          |          |
|            | a                                                                                                            | Gross income from gaming (attach Schedule G if greater than \$15,000) . . . . .                                                                                                                                      | 6a       |          |
|            | b                                                                                                            | Gross income from fundraising events (not including \$ of contributions from fundraising events reported on line 1) (attach Schedule G if the sum of such gross income and contributions exceeds \$15,000) . . . . . | 6b       | 9,799.   |
| c          | Less: direct expenses from gaming and fundraising events . . . . .                                           | 6c                                                                                                                                                                                                                   | 15,064.  |          |
| d          | Net income or (loss) from gaming and fundraising events (add lines 6a and 6b and subtract line 6c) . . . . . | 6d                                                                                                                                                                                                                   | -5,265.  |          |
| 7a         | Gross sales of inventory, less returns and allowances . . . . .                                              | 7a                                                                                                                                                                                                                   | 9,339.   |          |
| b          | Less: cost of goods sold . . . . .                                                                           | 7b                                                                                                                                                                                                                   | 2,332.   |          |
| c          | Gross profit or (loss) from sales of inventory (Subtract line 7b from line 7a) . . . . .                     | 7c                                                                                                                                                                                                                   | 7,007.   |          |
| 8          | Other revenue (describe in Schedule O) . . . . . See Line 8 Stmt.                                            | 8                                                                                                                                                                                                                    | 814.     |          |
| 9          | <b>Total revenue.</b> Add lines 1, 2, 3, 4, 5c, 6d, 7c, and 8 . . . . . ▶                                    | 9                                                                                                                                                                                                                    | 115,333. |          |
| Expenses   | 10                                                                                                           | Grants and similar amounts paid (list in Schedule O) . . . . .                                                                                                                                                       | 10       |          |
|            | 11                                                                                                           | Benefits paid to or for members . . . . .                                                                                                                                                                            | 11       |          |
|            | 12                                                                                                           | Salaries, other compensation, and employee benefits . . . . .                                                                                                                                                        | 12       | 71,865.  |
|            | 13                                                                                                           | Professional fees and other payments to independent contractors . . . . .                                                                                                                                            | 13       | 4,055.   |
|            | 14                                                                                                           | Occupancy, rent, utilities, and maintenance . . . . .                                                                                                                                                                | 14       | 14,076.  |
|            | 15                                                                                                           | Printing, publications, postage, and shipping . . . . .                                                                                                                                                              | 15       | 1,114.   |
|            | 16                                                                                                           | Other expenses (describe in Schedule O) . . . . . See Line 16 Stmt.                                                                                                                                                  | 16       | 15,724.  |
|            | 17                                                                                                           | <b>Total expenses.</b> Add lines 10 through 16 . . . . . ▶                                                                                                                                                           | 17       | 106,834. |
| Net Assets | 18                                                                                                           | Excess or (deficit) for the year (Subtract line 17 from line 9) . . . . .                                                                                                                                            | 18       | 8,499.   |
|            | 19                                                                                                           | Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return) . . . . .                                                           | 19       | 70,206.  |
|            | 20                                                                                                           | Other changes in net assets or fund balances (explain in Schedule O) . . . . .                                                                                                                                       | 20       |          |
|            | 21                                                                                                           | <b>Net assets or fund balances at end of year.</b> Combine lines 18 through 20 . . . . . ▶                                                                                                                           | 21       | 78,705.  |



**Part II Balance Sheets** (see the instructions for Part II)Check if the organization used Schedule O to respond to any question in this Part II ☒

|                                                                                       | (A) Beginning of year | (B) End of year    |
|---------------------------------------------------------------------------------------|-----------------------|--------------------|
| <b>22</b> Cash, savings, and investments                                              | 19,028.               | <b>22</b> 11,396.  |
| <b>23</b> Land and buildings                                                          | 10,000.               | <b>23</b> 10,000.  |
| <b>24</b> Other assets (describe in Schedule O)                                       | 113,893.              | <b>24</b> 113,893. |
| <b>25</b> Total assets                                                                | 142,921.              | <b>25</b> 135,289. |
| <b>26</b> Total liabilities (describe in Schedule O)                                  | 72,715.               | <b>26</b> 56,584.  |
| <b>27</b> Net assets or fund balances (line 27 of column (B) must agree with line 21) | 70,206.               | <b>27</b> 78,705.  |

**Part III Statement of Program Service Accomplishments** (see the instructions for Part III)Check if the organization used Schedule O to respond to any question in this Part III ☐What is the organization's primary exempt purpose? TO EDUCATE THE PUBLIC ABOUT THE HISTORY OF THE AREA

Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. In a clear and concise manner, describe the services provided, the number of persons benefited, and other relevant information for each program title.

Expenses  
(Required for section 501(c)(3) and 501(c)(4) organizations; optional for others.)

|                                                                                                                                                                                                                                                                                   |            |          |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|----------|
| <b>28</b> THE SOCIETY MAINTAINS A HISTORY MUSEUM AND ARTIFACTS THAT HAVE BEEN DONATED TO THE SOCIETY. IT ALSO CONDUCTS EVENTS WHICH HIGHLIGHT THE HISTORY AND CULTURE OF THE AREA.<br>(Grants \$ 0. ) If this amount includes foreign grants, check here <input type="checkbox"/> | <b>28a</b> | 123,749. |
| <b>29</b> _____<br>(Grants \$ ) If this amount includes foreign grants, check here <input type="checkbox"/>                                                                                                                                                                       | <b>29a</b> |          |
| <b>30</b> _____<br>(Grants \$ ) If this amount includes foreign grants, check here <input type="checkbox"/>                                                                                                                                                                       | <b>30a</b> |          |
| <b>31</b> Other program services (describe in Schedule O) _____<br>(Grants \$ ) If this amount includes foreign grants, check here <input type="checkbox"/>                                                                                                                       | <b>31a</b> |          |
| <b>32</b> Total program service expenses (add lines 28a through 31a) <input checked="" type="checkbox"/>                                                                                                                                                                          | <b>32</b>  | 123,749. |

**Part IV List of Officers, Directors, Trustees, and Key Employees** (list each one even if not compensated—see the instructions for Part IV)Check if the organization used Schedule O to respond to any question in this Part IV ☐

| (a) Name and title                | (b) Average hours per week devoted to position | (c) Reportable compensation (Forms W-2/1099-MISC) (if not paid, enter -0-) | (d) Health benefits, contributions to employee benefit plans, and deferred compensation | (e) Estimated amount of other compensation |
|-----------------------------------|------------------------------------------------|----------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|--------------------------------------------|
| BILL KIGHT<br>DIRECTOR            | 40.00                                          | 50,004.                                                                    | 0.                                                                                      | 0.                                         |
| BARRY DUNSDON<br>PRESIDENT        | 1.00                                           | 0.                                                                         | 0.                                                                                      | 0.                                         |
| ASHLEY JAMMERON<br>VICE PRESIDENT | 1.00                                           | 0.                                                                         | 0.                                                                                      | 0.                                         |
| CLARA MILLER<br>SECRETARY         | 0.00                                           | 0.                                                                         | 0.                                                                                      | 0.                                         |
| ROB ANDERSON<br>DIRECTOR          | 1.00                                           | 0.                                                                         | 0.                                                                                      | 0.                                         |
| CAROL OEPKA<br>DIRECTOR           | 1.00                                           | 0.                                                                         | 0.                                                                                      | 0.                                         |
| TONY KORNISAEWICZ<br>DIRECTOR     | 1.00                                           | 0.                                                                         | 0.                                                                                      | 0.                                         |
| SHARON HALLER<br>DIRECTOR         | 20.00                                          | 10,998.                                                                    | 0.                                                                                      | 0.                                         |
|                                   |                                                |                                                                            |                                                                                         |                                            |
|                                   |                                                |                                                                            |                                                                                         |                                            |
|                                   |                                                |                                                                            |                                                                                         |                                            |
|                                   |                                                |                                                                            |                                                                                         |                                            |



**Part V Other Information** (Note the Schedule A and personal benefit contract statement requirements in the instructions for Part V.) Check if the organization used Schedule O to respond to any question in this Part V ☐

|                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Yes        | No |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|----|
| <b>33</b> Did the organization engage in any significant activity not previously reported to the IRS? If "Yes," provide a detailed description of each activity in Schedule O . . . . .                                                                                                                                                                                                                                                                    | <b>33</b>  | X  |
| <b>34</b> Were any significant changes made to the organizing or governing documents? If "Yes," attach a conformed copy of the amended documents if they reflect a change to the organization's name. Otherwise, explain the change on Schedule O. See instructions . . . . .                                                                                                                                                                              | <b>34</b>  | X  |
| <b>35a</b> Did the organization have unrelated business gross income of \$1,000 or more during the year from business activities (such as those reported on lines 2, 6a, and 7a, among others)? . . . . .                                                                                                                                                                                                                                                  | <b>35a</b> | X  |
| <b>b</b> If "Yes" to line 35a, has the organization filed a Form 990-T for the year? If "No," provide an explanation in Schedule O . . . . .                                                                                                                                                                                                                                                                                                               | <b>35b</b> |    |
| <b>c</b> Was the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization subject to section 6033(e) notice, reporting, and proxy tax requirements during the year? If "Yes," complete Schedule C, Part III . . . . .                                                                                                                                                                                                                        | <b>35c</b> | X  |
| <b>36</b> Did the organization undergo a liquidation, dissolution, termination, or significant disposition of net assets during the year? If "Yes," complete applicable parts of Schedule N . . . . .                                                                                                                                                                                                                                                      | <b>36</b>  | X  |
| <b>37a</b> Enter amount of political expenditures, direct or indirect, as described in the instructions ▶ <b>37a</b> . . . . .                                                                                                                                                                                                                                                                                                                             |            |    |
| <b>b</b> Did the organization file <b>Form 1120-POL</b> for this year? . . . . .                                                                                                                                                                                                                                                                                                                                                                           | <b>37b</b> | X  |
| <b>38a</b> Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee or were any such loans made in a prior year and still outstanding at the end of the tax year covered by this return? . . . . .                                                                                                                                                                                                          | <b>38a</b> | X  |
| <b>b</b> If "Yes," complete Schedule L, Part II and enter the total amount involved . . . . .                                                                                                                                                                                                                                                                                                                                                              | <b>38b</b> |    |
| <b>39</b> Section 501(c)(7) organizations. Enter: . . . . .                                                                                                                                                                                                                                                                                                                                                                                                |            |    |
| <b>a</b> Initiation fees and capital contributions included on line 9 . . . . .                                                                                                                                                                                                                                                                                                                                                                            | <b>39a</b> |    |
| <b>b</b> Gross receipts, included on line 9, for public use of club facilities . . . . .                                                                                                                                                                                                                                                                                                                                                                   | <b>39b</b> |    |
| <b>40a</b> Section 501(c)(3) organizations. Enter amount of tax imposed on the organization during the year under: section 4911 ▶ . . . . . ; section 4912 ▶ . . . . . ; section 4955 ▶ . . . . .                                                                                                                                                                                                                                                          |            |    |
| <b>b</b> Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in any section 4958 excess benefit transaction during the year, or did it engage in an excess benefit transaction in a prior year that has not been reported on any of its prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I . . . . .                                                                                                     | <b>40b</b> | X  |
| <b>c</b> Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958 . . . . . ▶ . . . . .                                                                                                                                                                                                                                |            |    |
| <b>d</b> Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax on line 40c reimbursed by the organization . . . . . ▶ . . . . .                                                                                                                                                                                                                                                                                                  |            |    |
| <b>e</b> All organizations. At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If "Yes," complete Form 8886-T . . . . .                                                                                                                                                                                                                                                                                | <b>40e</b> | X  |
| <b>41</b> List the states with which a copy of this return is filed ▶ . . . . .                                                                                                                                                                                                                                                                                                                                                                            |            |    |
| <b>42a</b> The organization's books are in care of ▶ <u>BILL KIGHT</u> Telephone no. ▶ <u>(970) 945-4448</u><br>Located at ▶ <u>1001 Colorado Ave, GLENWOOD SPRINGS CO</u> ZIP + 4 ▶ <u>81601</u>                                                                                                                                                                                                                                                          |            |    |
| <b>b</b> At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)?<br>If "Yes," enter the name of the foreign country ▶ . . . . .<br>See the instructions for exceptions and filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR). | <b>42b</b> | X  |
| <b>c</b> At any time during the calendar year, did the organization maintain an office outside the United States?<br>If "Yes," enter the name of the foreign country ▶ . . . . .                                                                                                                                                                                                                                                                           | <b>42c</b> | X  |
| <b>43</b> Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of <b>Form 1041</b> —Check here . . . . . ▶ <input type="checkbox"/><br>and enter the amount of tax-exempt interest received or accrued during the tax year . . . . . ▶ <b>43</b> . . . . .                                                                                                                                                                            |            |    |
| <b>44a</b> Did the organization maintain any donor advised funds during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ . . . . .                                                                                                                                                                                                                                                                                                    | <b>44a</b> | X  |
| <b>b</b> Did the organization operate one or more hospital facilities during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ . . . . .                                                                                                                                                                                                                                                                                               | <b>44b</b> | X  |
| <b>c</b> Did the organization receive any payments for indoor tanning services during the year? . . . . .                                                                                                                                                                                                                                                                                                                                                  | <b>44c</b> | X  |
| <b>d</b> If "Yes" to line 44c, has the organization filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O . . . . .                                                                                                                                                                                                                                                                                                     | <b>44d</b> |    |
| <b>45a</b> Did the organization have a controlled entity within the meaning of section 512(b)(13)? . . . . .                                                                                                                                                                                                                                                                                                                                               | <b>45a</b> | X  |
| <b>b</b> Did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," Form 990 and Schedule R may need to be completed instead of Form 990-EZ. See instructions . . . . .                                                                                                                                                                                       | <b>45b</b> | X  |



- 46 Did the organization engage, directly or indirectly, in political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I . . . . .
- |    | Yes | No |
|----|-----|----|
| 46 |     | X  |

**Part VI Section 501(c)(3) Organizations Only**

All section 501(c)(3) organizations must answer questions 47-49b and 52, and complete the tables for lines 50 and 51.

Check if the organization used Schedule O to respond to any question in this Part VI . . . . . ☐

- 47 Did the organization engage in lobbying activities or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II . . . . .
- |    | Yes | No |
|----|-----|----|
| 47 |     | X  |
- 48 Is the organization a school as described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E . . . . .
- |    |  |   |
|----|--|---|
| 48 |  | X |
|----|--|---|
- 49a Did the organization make any transfers to an exempt non-charitable related organization? . . . . .
- |     |  |   |
|-----|--|---|
| 49a |  | X |
|-----|--|---|
- b If "Yes," was the related organization a section 527 organization? . . . . .
- |     |  |  |
|-----|--|--|
| 49b |  |  |
|-----|--|--|
- 50 Complete this table for the organization's five highest compensated employees (other than officers, directors, trustees, and key employees) who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

| (a) Name and title of each employee | (b) Average hours per week devoted to position | (c) Reportable compensation (Forms W-2/1099-MISC) | (d) Health benefits, contributions to employee benefit plans, and deferred compensation | (e) Estimated amount of other compensation |
|-------------------------------------|------------------------------------------------|---------------------------------------------------|-----------------------------------------------------------------------------------------|--------------------------------------------|
| NONE                                |                                                |                                                   |                                                                                         |                                            |
|                                     |                                                |                                                   |                                                                                         |                                            |
|                                     |                                                |                                                   |                                                                                         |                                            |
|                                     |                                                |                                                   |                                                                                         |                                            |
|                                     |                                                |                                                   |                                                                                         |                                            |
|                                     |                                                |                                                   |                                                                                         |                                            |

f Total number of other employees paid over \$100,000 . . . . . ▶

- 51 Complete this table for the organization's five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

| (a) Name and business address of each independent contractor | (b) Type of service | (c) Compensation |
|--------------------------------------------------------------|---------------------|------------------|
| NONE                                                         |                     |                  |
|                                                              |                     |                  |
|                                                              |                     |                  |
|                                                              |                     |                  |
|                                                              |                     |                  |
|                                                              |                     |                  |

d Total number of other independent contractors each receiving over \$100,000 . . . . . ▶

- 52 Did the organization complete Schedule A? **Note:** All section 501(c)(3) organizations must attach a completed Schedule A . . . . . ☒ Yes ☐ No

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

|                               |                                                                                                                                                               |                      |                                   |                                                 |                   |
|-------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|-----------------------------------|-------------------------------------------------|-------------------|
| <b>Sign Here</b>              | Signature of officer<br>BILL KIGHT, EXECUTIVE DIRECTOR                                                                                                        |                      | Date<br>original signed 8/28/2019 |                                                 |                   |
|                               | Type or print name and title                                                                                                                                  |                      |                                   |                                                 |                   |
| <b>Paid Preparer Use Only</b> | Print/Type preparer's name<br>David M Reynolds                                                                                                                | Preparer's signature | Date<br>08/19/2019                | Check <input type="checkbox"/> if self-employed | PTIN<br>P00936184 |
|                               | Firm's name ▶ THE REYNOLDS CO. - ACCTS                                                                                                                        |                      |                                   | Firm's EIN ▶ 84-1157599                         |                   |
|                               | Firm's address ▶ PO BOX 773, GLENWOOD SPRINGS, CO 81602-0773                                                                                                  |                      |                                   | Phone no. (970) 945-7734                        |                   |
|                               | May the IRS discuss this return with the preparer shown above? See instructions . . . . . <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |                      |                                   |                                                 |                   |





## Additional information from your Form 990-EZ: Short Form Return of Organization Exempt from Income Tax

## Form 990-EZ: Short Form Return of Organization Exempt from Income Tax

## Line 8: Other Revenue

## Continuation Statement

| Description     | Amount      |
|-----------------|-------------|
| CASH OVER/SHORT | 79.         |
| MISC INCOME     | 735.        |
| <b>Total</b>    | <b>814.</b> |

## Form 990-EZ: Short Form Return of Organization Exempt from Income Tax

## Line 16: Other Expenses

## Continuation Statement

| Description                   | Amount         |
|-------------------------------|----------------|
| ADVERTISING                   | 852.           |
| OFFICE EXPENSE                | 3,091.         |
| TELEPHONE                     | 1,412.         |
| ARCHIVAL EXPENSE              | 217.           |
| CREDIT CARD FEES              | 447.           |
| DUES                          | 1,791.         |
| FEES                          | 350.           |
| COMPUTER EXPENSE              | 1,527.         |
| SECURITY                      | 2,009.         |
| SUPPLIES                      | 553.           |
| STORAGE                       | 1,500.         |
| INTEREST EXPENSE              | 1,945.         |
| SPECIAL PROJECTS - COKE OVENS | 30.            |
| <b>Total</b>                  | <b>15,724.</b> |









**SCHEDULE A**  
**(Form 990 or 990-EZ)**

Department of the Treasury  
Internal Revenue Service

**Public Charity Status and Public Support**

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.

▶ Attach to Form 990 or Form 990-EZ.

▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

OMB No. 1545-0047

**2018**

**Open to Public  
Inspection**

Name of the organization

THE GLENWOOD SPRINGS HISTORICAL SOCIETY, INC

Employer identification number

23-7136776

**Part I Reason for Public Charity Status** (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 12, check only one box.)

- 1 ☐ A church, convention of churches, or association of churches described in **section 170(b)(1)(A)(i)**.
- 2 ☐ A school described in **section 170(b)(1)(A)(ii)**. (Attach Schedule E (Form 990 or 990-EZ).)
- 3 ☐ A hospital or a cooperative hospital service organization described in **section 170(b)(1)(A)(iii)**.
- 4 ☐ A medical research organization operated in conjunction with a hospital described in **section 170(b)(1)(A)(iii)**. Enter the hospital's name, city, and state:
- 5 ☐ An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv)**. (Complete Part II.)
- 6 ☐ A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v)**.
- 7 ☐ An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi)**. (Complete Part II.)
- 8 ☐ A community trust described in **section 170(b)(1)(A)(vi)**. (Complete Part II.)
- 9 ☐ An agricultural research organization described in **section 170(b)(1)(A)(ix)** operated in conjunction with a land-grant college or university or a non-land-grant college of agriculture (see instructions). Enter the name, city, and state of the college or university:
- 10 ☒ An organization that normally receives: (1) more than 33 1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions—subject to certain exceptions, and (2) no more than 33 1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See **section 509(a)(2)**. (Complete Part III.)
- 11 ☐ An organization organized and operated exclusively to test for public safety. See **section 509(a)(4)**.
- 12 ☐ An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in **section 509(a)(1)** or **section 509(a)(2)**. See **section 509(a)(3)**. Check the box in lines 12a through 12d that describes the type of supporting organization and complete lines 12e, 12f, and 12g.
  - a ☐ **Type I.** A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. **You must complete Part IV, Sections A and B.**
  - b ☐ **Type II.** A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). **You must complete Part IV, Sections A and C.**
  - c ☐ **Type III functionally integrated.** A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). **You must complete Part IV, Sections A, D, and E.**
  - d ☐ **Type III non-functionally integrated.** A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). **You must complete Part IV, Sections A and D, and Part V.**
  - e ☐ Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.
  - f Enter the number of supported organizations . . . . .
  - g Provide the following information about the supported organization(s).

| (i) Name of supported organization | (ii) EIN | (iii) Type of organization (described on lines 1–10 above (see instructions)) | (iv) Is the organization listed in your governing document? |    | (v) Amount of monetary support (see instructions) | (vi) Amount of other support (see instructions) |
|------------------------------------|----------|-------------------------------------------------------------------------------|-------------------------------------------------------------|----|---------------------------------------------------|-------------------------------------------------|
|                                    |          |                                                                               | Yes                                                         | No |                                                   |                                                 |
| (A)                                |          |                                                                               |                                                             |    |                                                   |                                                 |
| (B)                                |          |                                                                               |                                                             |    |                                                   |                                                 |
| (C)                                |          |                                                                               |                                                             |    |                                                   |                                                 |
| (D)                                |          |                                                                               |                                                             |    |                                                   |                                                 |
| (E)                                |          |                                                                               |                                                             |    |                                                   |                                                 |
| <b>Total</b>                       |          |                                                                               |                                                             |    |                                                   |                                                 |



**Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)**

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

**Section A. Public Support**

| Calendar year (or fiscal year beginning in) ►                                                                                                                                                                          | (a) 2014 | (b) 2015 | (c) 2016 | (d) 2017 | (e) 2018 | (f) Total |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|----------|----------|----------|-----------|
| <b>1</b> Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.") . . . . .                                                                                                  |          |          |          |          |          |           |
| <b>2</b> Tax revenues levied for the organization's benefit and either paid to or expended on its behalf . . . . .                                                                                                     |          |          |          |          |          |           |
| <b>3</b> The value of services or facilities furnished by a governmental unit to the organization without charge . . . . .                                                                                             |          |          |          |          |          |           |
| <b>4 Total.</b> Add lines 1 through 3 . . . . .                                                                                                                                                                        |          |          |          |          |          |           |
| <b>5</b> The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f) . . . . . |          |          |          |          |          |           |
| <b>6 Public support.</b> Subtract line 5 from line 4                                                                                                                                                                   |          |          |          |          |          |           |

**Section B. Total Support**

| Calendar year (or fiscal year beginning in) ►                                                                                                                                                            | (a) 2014 | (b) 2015 | (c) 2016 | (d) 2017 | (e) 2018  | (f) Total                |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|----------|----------|-----------|--------------------------|
| <b>7</b> Amounts from line 4 . . . . .                                                                                                                                                                   |          |          |          |          |           |                          |
| <b>8</b> Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources . . . . .                                                       |          |          |          |          |           |                          |
| <b>9</b> Net income from unrelated business activities, whether or not the business is regularly carried on . . . . .                                                                                    |          |          |          |          |           |                          |
| <b>10</b> Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.) . . . . .                                                                                      |          |          |          |          |           |                          |
| <b>11 Total support.</b> Add lines 7 through 10                                                                                                                                                          |          |          |          |          |           |                          |
| <b>12</b> Gross receipts from related activities, etc. (see instructions) . . . . .                                                                                                                      |          |          |          |          | <b>12</b> |                          |
| <b>13 First five years.</b> If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and <b>stop here</b> . . . . . |          |          |          |          |           | <input type="checkbox"/> |

**Section C. Computation of Public Support Percentage**

|                                                                                                                                                                                                                                                                                                                                                                                                                      |           |                          |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|--------------------------|
| <b>14</b> Public support percentage for 2018 (line 6, column (f) divided by line 11, column (f)) . . . . .                                                                                                                                                                                                                                                                                                           | <b>14</b> | %                        |
| <b>15</b> Public support percentage from 2017 Schedule A, Part II, line 14 . . . . .                                                                                                                                                                                                                                                                                                                                 | <b>15</b> | %                        |
| <b>16a 33 1/3% support test—2018.</b> If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and <b>stop here.</b> The organization qualifies as a publicly supported organization . . . . .                                                                                                                                                                           |           | <input type="checkbox"/> |
| <b>b 33 1/3% support test—2017.</b> If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and <b>stop here.</b> The organization qualifies as a publicly supported organization . . . . .                                                                                                                                                                        |           | <input type="checkbox"/> |
| <b>17a 10%-facts-and-circumstances test—2018.</b> If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and <b>stop here.</b> Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization . . . . .    |           | <input type="checkbox"/> |
| <b>b 10%-facts-and-circumstances test—2017.</b> If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and <b>stop here.</b> Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization . . . . . |           | <input type="checkbox"/> |
| <b>18 Private foundation.</b> If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions . . . . .                                                                                                                                                                                                                                                               |           | <input type="checkbox"/> |



**Part III Support Schedule for Organizations Described in Section 509(a)(2)**

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

**Section A. Public Support**

| Calendar year (or fiscal year beginning in) ▶                                                                                                                                             | (a) 2014 | (b) 2015 | (c) 2016 | (d) 2017 | (e) 2018 | (f) Total |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|----------|----------|----------|-----------|
| <b>1</b> Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")                                                                               | 73,643.  | 66,658.  | 67,266.  | 31,671.  | 35,097.  | 274,335.  |
| <b>2</b> Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose . . . . | 30,641.  | 37,517.  | 32,320.  | 91,970.  | 97,150.  | 289,598.  |
| <b>3</b> Gross receipts from activities that are not an unrelated trade or business under section 513                                                                                     |          |          |          |          |          |           |
| <b>4</b> Tax revenues levied for the organization's benefit and either paid to or expended on its behalf . . . .                                                                          |          |          |          |          |          |           |
| <b>5</b> The value of services or facilities furnished by a governmental unit to the organization without charge . . . .                                                                  |          |          |          |          |          |           |
| <b>6 Total.</b> Add lines 1 through 5 . . . .                                                                                                                                             | 104,284. | 104,175. | 99,586.  | 123,641. | 132,247. | 563,933.  |
| <b>7a</b> Amounts included on lines 1, 2, and 3 received from disqualified persons . . . .                                                                                                |          |          |          | 5,000.   |          | 5,000.    |
| <b>b</b> Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year . . . .           |          |          |          |          |          |           |
| <b>c</b> Add lines 7a and 7b . . . .                                                                                                                                                      |          |          |          | 5,000.   |          | 5,000.    |
| <b>8 Public support.</b> (Subtract line 7c from line 6.) . . . .                                                                                                                          |          |          |          |          |          | 558,933.  |

**Section B. Total Support**

| Calendar year (or fiscal year beginning in) ▶                                                                                                                                                                                   | (a) 2014 | (b) 2015 | (c) 2016 | (d) 2017 | (e) 2018 | (f) Total |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|----------|----------|----------|-----------|
| <b>9</b> Amounts from line 6 . . . .                                                                                                                                                                                            | 104,284. | 104,175. | 99,586.  | 123,641. | 132,247. | 563,933.  |
| <b>10a</b> Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources . . . .                                                                              | 40.      | 8.       | 8.       | 4.       | 2.       | 62.       |
| <b>b</b> Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975 . . . .                                                                                                        |          |          |          |          |          |           |
| <b>c</b> Add lines 10a and 10b . . . .                                                                                                                                                                                          | 40.      | 8.       | 8.       | 4.       | 2.       | 62.       |
| <b>11</b> Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on . . . .                                                                                   |          |          |          |          |          |           |
| <b>12</b> Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.) . . . .                                                                                                               |          |          |          |          |          |           |
| <b>13 Total support.</b> (Add lines 9, 10c, 11, and 12.) . . . .                                                                                                                                                                | 104,324. | 104,183. | 99,594.  | 123,645. | 132,249. | 563,995.  |
| <b>14 First five years.</b> If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and <b>stop here</b> . . . . <input type="checkbox"/> |          |          |          |          |          |           |

**Section C. Computation of Public Support Percentage**

|                                                                                                           |           |         |
|-----------------------------------------------------------------------------------------------------------|-----------|---------|
| <b>15</b> Public support percentage for 2018 (line 8, column (f), divided by line 13, column (f)) . . . . | <b>15</b> | 99.1 %  |
| <b>16</b> Public support percentage from 2017 Schedule A, Part III, line 15 . . . .                       | <b>16</b> | 99.03 % |

**Section D. Computation of Investment Income Percentage**

|                                                                                                                                                                                                                                                                                                                        |           |        |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|--------|
| <b>17</b> Investment income percentage for 2018 (line 10c, column (f), divided by line 13, column (f)) . . . .                                                                                                                                                                                                         | <b>17</b> | 0.01 % |
| <b>18</b> Investment income percentage from 2017 Schedule A, Part III, line 17 . . . .                                                                                                                                                                                                                                 | <b>18</b> | 0.03 % |
| <b>19a 33 1/3% support tests—2018.</b> If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and <b>stop here</b> . The organization qualifies as a publicly supported organization . . . . <input checked="" type="checkbox"/> |           |        |
| <b>b 33 1/3% support tests—2017.</b> If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and <b>stop here</b> . The organization qualifies as a publicly supported organization . . . . <input type="checkbox"/>    |           |        |
| <b>20 Private foundation.</b> If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions . . . . <input type="checkbox"/>                                                                                                                                                    |           |        |



**Part IV Supporting Organizations**

(Complete only if you checked a box in line 12 on Part I. If you checked 12a of Part I, complete Sections A and B. If you checked 12b of Part I, complete Sections A and C. If you checked 12c of Part I, complete Sections A, D, and E. If you checked 12d of Part I, complete Sections A and D, and complete Part V.)

**Section A. All Supporting Organizations**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Yes | No |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|
| 1 Are all of the organization's supported organizations listed by name in the organization's governing documents? If "No," describe in <b>Part VI</b> how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.                                                                                                                                                                                                                 |     |    |
| 2 Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? If "Yes," explain in <b>Part VI</b> how the organization determined that the supported organization was described in section 509(a)(1) or (2).                                                                                                                                                                                                                                              |     |    |
| 3a Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? If "Yes," answer (b) and (c) below.                                                                                                                                                                                                                                                                                                                                                                                               |     |    |
| b Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? If "Yes," describe in <b>Part VI</b> when and how the organization made the determination.                                                                                                                                                                                                                                                            |     |    |
| c Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? If "Yes," explain in <b>Part VI</b> what controls the organization put in place to ensure such use.                                                                                                                                                                                                                                                                                                     |     |    |
| 4a Was any supported organization not organized in the United States ("foreign supported organization")? If "Yes," and if you checked 12a or 12b in Part I, answer (b) and (c) below.                                                                                                                                                                                                                                                                                                                                                |     |    |
| b Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? If "Yes," describe in <b>Part VI</b> how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.                                                                                                                                                                                                         |     |    |
| c Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? If "Yes," explain in <b>Part VI</b> what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.                                                                                                                                                                            |     |    |
| 5a Did the organization add, substitute, or remove any supported organizations during the tax year? If "Yes," answer (b) and (c) below (if applicable). Also, provide detail in <b>Part VI</b> , including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document). |     |    |
| b <b>Type I or Type II only.</b> Was any added or substituted supported organization part of a class already designated in the organization's organizing document?                                                                                                                                                                                                                                                                                                                                                                   |     |    |
| c <b>Substitutions only.</b> Was the substitution the result of an event beyond the organization's control?                                                                                                                                                                                                                                                                                                                                                                                                                          |     |    |
| 6 Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? If "Yes," provide detail in <b>Part VI</b> .                                                          |     |    |
| 7 Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (as defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? If "Yes," complete Part I of Schedule L (Form 990 or 990-EZ).                                                                                                                                                                                            |     |    |
| 8 Did the organization make a loan to a disqualified person (as defined in section 4958) not described in line 7? If "Yes," complete Part I of Schedule L (Form 990 or 990-EZ).                                                                                                                                                                                                                                                                                                                                                      |     |    |
| 9a Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? If "Yes," provide detail in <b>Part VI</b> .                                                                                                                                                                                                                                      |     |    |
| b Did one or more disqualified persons (as defined in line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? If "Yes," provide detail in <b>Part VI</b> .                                                                                                                                                                                                                                                                                                                          |     |    |
| c Did a disqualified person (as defined in line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? If "Yes," provide detail in <b>Part VI</b> .                                                                                                                                                                                                                                                                                               |     |    |
| 10a Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? If "Yes," answer 10b below.                                                                                                                                                                                                                                                           |     |    |
| b Did the organization have any excess business holdings in the tax year? (Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)                                                                                                                                                                                                                                                                                                                                                           |     |    |



**Part IV Supporting Organizations** (continued)

|                                                                                                                                                                              | Yes | No |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|
| <b>11</b> Has the organization accepted a gift or contribution from any of the following persons?                                                                            |     |    |
| <b>a</b> A person who directly or indirectly controls, either alone or together with persons described in (b) and (c) below, the governing body of a supported organization? |     |    |
| <b>b</b> A family member of a person described in (a) above?                                                                                                                 |     |    |
| <b>c</b> A 35% controlled entity of a person described in (a) or (b) above? If "Yes" to a, b, or c, provide detail in <b>Part VI</b> .                                       |     |    |

**Section B. Type I Supporting Organizations**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Yes | No |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|
| <b>1</b> Did the directors, trustees, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's directors or trustees at all times during the tax year? If "No," describe in <b>Part VI</b> how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove directors or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year. |     |    |
| <b>2</b> Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? If "Yes," explain in <b>Part VI</b> how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.                                                                                                                                                                                                                                                                             |     |    |

**Section C. Type II Supporting Organizations**

|                                                                                                                                                                                                                                                                                                                                                                                      | Yes | No |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|
| <b>1</b> Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? If "No," describe in <b>Part VI</b> how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s). |     |    |

**Section D. All Type III Supporting Organizations**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Yes | No |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|
| <b>1</b> Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided? |     |    |
| <b>2</b> Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? If "No," explain in <b>Part VI</b> how the organization maintained a close and continuous working relationship with the supported organization(s).                                                                                                                       |     |    |
| <b>3</b> By reason of the relationship described in (2), did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? If "Yes," describe in <b>Part VI</b> the role the organization's supported organizations played in this regard.                                                                                          |     |    |

**Section E. Type III Functionally Integrated Supporting Organizations**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |  |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|
| <b>1</b> Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions).                                                                                                                                                                                                                                                                                                                                                                                              |  |  |  |
| <b>a</b> <input type="checkbox"/> The organization satisfied the Activities Test. Complete <b>line 2</b> below.                                                                                                                                                                                                                                                                                                                                                                                                                         |  |  |  |
| <b>b</b> <input type="checkbox"/> The organization is the parent of each of its supported organizations. Complete <b>line 3</b> below.                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  |
| <b>c</b> <input type="checkbox"/> The organization supported a governmental entity. Describe in <b>Part VI</b> how you supported a government entity (see instructions).                                                                                                                                                                                                                                                                                                                                                                |  |  |  |
| <b>2</b> Activities Test. Answer (a) and (b) below.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |  |  |
| <b>a</b> Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? If "Yes," then in <b>Part VI</b> identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities. |  |  |  |
| <b>b</b> Did the activities described in (a) constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? If "Yes," explain in <b>Part VI</b> the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.                                                                                                                              |  |  |  |
| <b>3</b> Parent of Supported Organizations. Answer (a) and (b) below.                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  |  |  |
| <b>a</b> Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? Provide details in <b>Part VI</b> .                                                                                                                                                                                                                                                                                                                               |  |  |  |
| <b>b</b> Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? If "Yes," describe in <b>Part VI</b> the role played by the organization in this regard.                                                                                                                                                                                                                                                                                   |  |  |  |



**Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations**

- 1** ☐ Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (explain in Part VI). **See instructions.** All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

| Section A—Adjusted Net Income                                                                                                                                                                              |          | (A) Prior Year | (B) Current Year (optional) |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------------|-----------------------------|
| 1 Net short-term capital gain                                                                                                                                                                              | 1        |                |                             |
| 2 Recoveries of prior-year distributions                                                                                                                                                                   | 2        |                |                             |
| 3 Other gross income (see instructions)                                                                                                                                                                    | 3        |                |                             |
| 4 Add lines 1 through 3.                                                                                                                                                                                   | 4        |                |                             |
| 5 Depreciation and depletion                                                                                                                                                                               | 5        |                |                             |
| 6 Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions) | 6        |                |                             |
| 7 Other expenses (see instructions)                                                                                                                                                                        | 7        |                |                             |
| <b>8 Adjusted Net Income</b> (subtract lines 5, 6, and 7 from line 4)                                                                                                                                      | <b>8</b> |                |                             |

| Section B—Minimum Asset Amount                                                                                                    |          | (A) Prior Year | (B) Current Year (optional) |
|-----------------------------------------------------------------------------------------------------------------------------------|----------|----------------|-----------------------------|
| 1 Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year): |          |                |                             |
| a Average monthly value of securities                                                                                             | 1a       |                |                             |
| b Average monthly cash balances                                                                                                   | 1b       |                |                             |
| c Fair market value of other non-exempt-use assets                                                                                | 1c       |                |                             |
| d <b>Total</b> (add lines 1a, 1b, and 1c)                                                                                         | 1d       |                |                             |
| e <b>Discount</b> claimed for blockage or other factors (explain in detail in <b>Part VI</b> ):                                   |          |                |                             |
| 2 Acquisition indebtedness applicable to non-exempt-use assets                                                                    | 2        |                |                             |
| 3 Subtract line 2 from line 1d.                                                                                                   | 3        |                |                             |
| 4 Cash deemed held for exempt use. Enter 1-1/2% of line 3 (for greater amount, see instructions).                                 | 4        |                |                             |
| 5 Net value of non-exempt-use assets (subtract line 4 from line 3)                                                                | 5        |                |                             |
| 6 Multiply line 5 by .035.                                                                                                        | 6        |                |                             |
| 7 Recoveries of prior-year distributions                                                                                          | 7        |                |                             |
| <b>8 Minimum Asset Amount</b> (add line 7 to line 6)                                                                              | <b>8</b> |                |                             |

| Section C—Distributable Amount                                                                                                  |          | Current Year |
|---------------------------------------------------------------------------------------------------------------------------------|----------|--------------|
| 1 Adjusted net income for prior year (from Section A, line 8, Column A)                                                         | 1        |              |
| 2 Enter 85% of line 1.                                                                                                          | 2        |              |
| 3 Minimum asset amount for prior year (from Section B, line 8, Column A)                                                        | 3        |              |
| 4 Enter greater of line 2 or line 3.                                                                                            | 4        |              |
| 5 Income tax imposed in prior year                                                                                              | 5        |              |
| <b>6 Distributable Amount.</b> Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions). | <b>6</b> |              |

**7** ☐ Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).



**Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations** (continued)

| Section D—Distributions |                                                                                                                                                    | Current Year |  |
|-------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|--------------|--|
| 1                       | Amounts paid to supported organizations to accomplish exempt purposes                                                                              |              |  |
| 2                       | Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity              |              |  |
| 3                       | Administrative expenses paid to accomplish exempt purposes of supported organizations                                                              |              |  |
| 4                       | Amounts paid to acquire exempt-use assets                                                                                                          |              |  |
| 5                       | Qualified set-aside amounts (prior IRS approval required)                                                                                          |              |  |
| 6                       | Other distributions (describe in <b>Part VI</b> ). See instructions.                                                                               |              |  |
| 7                       | <b>Total annual distributions.</b> Add lines 1 through 6.                                                                                          |              |  |
| 8                       | Distributions to attentive supported organizations to which the organization is responsive (provide details in <b>Part VI</b> ). See instructions. |              |  |
| 9                       | Distributable amount for 2018 from Section C, line 6                                                                                               |              |  |
| 10                      | Line 8 amount divided by line 9 amount                                                                                                             |              |  |

| Section E—Distribution Allocations (see instructions)                                                                                                                             | (i)<br>Excess Distributions | (ii)<br>Underdistributions<br>Pre-2018 | (iii)<br>Distributable<br>Amount for 2018 |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|----------------------------------------|-------------------------------------------|
| 1 Distributable amount for 2018 from Section C, line 6                                                                                                                            |                             |                                        |                                           |
| 2 Underdistributions, if any, for years prior to 2018 (reasonable cause required—explain in <b>Part VI</b> ). See instructions.                                                   |                             |                                        |                                           |
| 3 Excess distributions carryover, if any, to 2018                                                                                                                                 |                             |                                        |                                           |
| a From 2013 . . . . .                                                                                                                                                             |                             |                                        |                                           |
| b From 2014 . . . . .                                                                                                                                                             |                             |                                        |                                           |
| c From 2015 . . . . .                                                                                                                                                             |                             |                                        |                                           |
| d From 2016 . . . . .                                                                                                                                                             |                             |                                        |                                           |
| e From 2017 . . . . .                                                                                                                                                             |                             |                                        |                                           |
| f <b>Total</b> of lines 3a through e                                                                                                                                              |                             |                                        |                                           |
| g Applied to underdistributions of prior years                                                                                                                                    |                             |                                        |                                           |
| h Applied to 2018 distributable amount                                                                                                                                            |                             |                                        |                                           |
| i Carryover from 2013 not applied (see instructions)                                                                                                                              |                             |                                        |                                           |
| j Remainder. Subtract lines 3g, 3h, and 3i from 3f.                                                                                                                               |                             |                                        |                                           |
| 4 Distributions for 2018 from Section D, line 7: \$                                                                                                                               |                             |                                        |                                           |
| a Applied to underdistributions of prior years                                                                                                                                    |                             |                                        |                                           |
| b Applied to 2018 distributable amount                                                                                                                                            |                             |                                        |                                           |
| c Remainder. Subtract lines 4a and 4b from 4.                                                                                                                                     |                             |                                        |                                           |
| 5 Remaining underdistributions for years prior to 2018, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, explain in <b>Part VI</b> . See instructions. |                             |                                        |                                           |
| 6 Remaining underdistributions for 2018. Subtract lines 3h and 4b from line 1. For result greater than zero, explain in <b>Part VI</b> . See instructions.                        |                             |                                        |                                           |
| 7 <b>Excess distributions carryover to 2019.</b> Add lines 3j and 4c.                                                                                                             |                             |                                        |                                           |
| 8 Breakdown of line 7:                                                                                                                                                            |                             |                                        |                                           |
| a Excess from 2014 . . . . .                                                                                                                                                      |                             |                                        |                                           |
| b Excess from 2015 . . . . .                                                                                                                                                      |                             |                                        |                                           |
| c Excess from 2016 . . . . .                                                                                                                                                      |                             |                                        |                                           |
| d Excess from 2017 . . . . .                                                                                                                                                      |                             |                                        |                                           |
| e Excess from 2018 . . . . .                                                                                                                                                      |                             |                                        |                                           |

Schedule A (Form 990 or 990-EZ) 2018

**Part VI** **Supplemental Information.** Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a, and 3b; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5, 6, and 8; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information. (See instructions.)



**Schedule B**(Form 990, 990-EZ,  
or 990-PF)Department of the Treasury  
Internal Revenue Service**Schedule of Contributors**▶ Attach to Form 990, Form 990-EZ, or Form 990-PF.  
▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for the latest information.

OMB No. 1545-0047

**2018**

Name of the organization

THE GLENWOOD SPRINGS HISTORICAL SOCIETY, INC

Employer identification number

23-7136776

Organization type (check one):

Filers of:

Section:

Form 990 or 990-EZ

☒ 501(c)( 3 ) (enter number) organization☐ 4947(a)(1) nonexempt charitable trust **not** treated as a private foundation☐ 527 political organization

Form 990-PF

☐ 501(c)(3) exempt private foundation☐ 4947(a)(1) nonexempt charitable trust treated as a private foundation☐ 501(c)(3) taxable private foundationCheck if your organization is covered by the **General Rule** or a **Special Rule**.**Note:** Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.**General Rule**

- ☒
- For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, contributions totaling \$5,000 or more (in money or property) from any one contributor. Complete Parts I and II. See instructions for determining a contributor's total contributions.

**Special Rules**

- ☐ For an organization described in section 501(c)(3) filing Form 990 or 990-EZ that met the 33 $\frac{1}{3}$ % support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi), that checked Schedule A (Form 990 or 990-EZ), Part II, line 13, 16a, or 16b, and that received from any one contributor, during the year, total contributions of the greater of (1) \$5,000; or (2) 2% of the amount on (i) Form 990, Part VIII, line 1h; or (ii) Form 990-EZ, line 1. Complete Parts I and II.
- ☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than \$1,000 *exclusively* for religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals. Complete Parts I (entering "N/A" in column (b) instead of the contributor name and address), II, and III.
- ☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions *exclusively* for religious, charitable, etc., purposes, but no such contributions totaled more than \$1,000. If this box is checked, enter here the total contributions that were received during the year for an *exclusively* religious, charitable, etc., purpose. Don't complete any of the parts unless the **General Rule** applies to this organization because it received *nonexclusively* religious, charitable, etc., contributions totaling \$5,000 or more during the year . . . . . ▶ \$ \_\_\_\_\_

**Caution:** An organization that isn't covered by the General Rule and/or the Special Rules doesn't file Schedule B (Form 990, 990-EZ, or 990-PF), but it **must** answer "No" on Part IV, line 2, of its Form 990; or check the box on line H of its Form 990-EZ or on its Form 990-PF, Part I, line 2, to certify that it doesn't meet the filing requirements of Schedule B (Form 990, 990-EZ, or 990-PF).



Name of organization

THE GLENWOOD SPRINGS HISTORICAL SOCIETY, INC

Employer identification number

23-7136776

**Part I** **Contributors** (see instructions). Use duplicate copies of Part I if additional space is needed.

| (a)<br>No. | (b)<br>Name, address, and ZIP + 4                                   | (c)<br>Total contributions | (d)<br>Type of contribution                                                                                                                                         |
|------------|---------------------------------------------------------------------|----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1          | CITY OF GLENWOOD SPRINGS<br>101 8TH ST<br>GLENWOOD SPRINGS CO 81601 | \$ 50,000.                 | Person <input checked="" type="checkbox"/><br>Payroll <input type="checkbox"/><br>Noncash <input type="checkbox"/><br>(Complete Part II for noncash contributions.) |
| (a)<br>No. | (b)<br>Name, address, and ZIP + 4                                   | (c)<br>Total contributions | (d)<br>Type of contribution                                                                                                                                         |
|            |                                                                     | \$                         | Person <input type="checkbox"/><br>Payroll <input type="checkbox"/><br>Noncash <input type="checkbox"/><br>(Complete Part II for noncash contributions.)            |
| (a)<br>No. | (b)<br>Name, address, and ZIP + 4                                   | (c)<br>Total contributions | (d)<br>Type of contribution                                                                                                                                         |
|            |                                                                     | \$                         | Person <input type="checkbox"/><br>Payroll <input type="checkbox"/><br>Noncash <input type="checkbox"/><br>(Complete Part II for noncash contributions.)            |
| (a)<br>No. | (b)<br>Name, address, and ZIP + 4                                   | (c)<br>Total contributions | (d)<br>Type of contribution                                                                                                                                         |
|            |                                                                     | \$                         | Person <input type="checkbox"/><br>Payroll <input type="checkbox"/><br>Noncash <input type="checkbox"/><br>(Complete Part II for noncash contributions.)            |
| (a)<br>No. | (b)<br>Name, address, and ZIP + 4                                   | (c)<br>Total contributions | (d)<br>Type of contribution                                                                                                                                         |
|            |                                                                     | \$                         | Person <input type="checkbox"/><br>Payroll <input type="checkbox"/><br>Noncash <input type="checkbox"/><br>(Complete Part II for noncash contributions.)            |
| (a)<br>No. | (b)<br>Name, address, and ZIP + 4                                   | (c)<br>Total contributions | (d)<br>Type of contribution                                                                                                                                         |
|            |                                                                     | \$                         | Person <input type="checkbox"/><br>Payroll <input type="checkbox"/><br>Noncash <input type="checkbox"/><br>(Complete Part II for noncash contributions.)            |

Employer identification number

23-7136776

**Part II** **Noncash Property** (see instructions). Use duplicate copies of Part II if additional space is needed.

| (a) No.<br>from<br>Part I | (b)<br>Description of noncash property given | (c)<br>FMV (or estimate)<br>(See instructions.) | (d)<br>Date received |
|---------------------------|----------------------------------------------|-------------------------------------------------|----------------------|
| -----                     | -----<br>-----<br>-----<br>-----             | \$-----                                         | -----                |
| (a) No.<br>from<br>Part I | (b)<br>Description of noncash property given | (c)<br>FMV (or estimate)<br>(See instructions.) | (d)<br>Date received |
| -----                     | -----<br>-----<br>-----<br>-----             | \$-----                                         | -----                |
| (a) No.<br>from<br>Part I | (b)<br>Description of noncash property given | (c)<br>FMV (or estimate)<br>(See instructions.) | (d)<br>Date received |
| -----                     | -----<br>-----<br>-----<br>-----             | \$-----                                         | -----                |
| (a) No.<br>from<br>Part I | (b)<br>Description of noncash property given | (c)<br>FMV (or estimate)<br>(See instructions.) | (d)<br>Date received |
| -----                     | -----<br>-----<br>-----<br>-----             | \$-----                                         | -----                |
| (a) No.<br>from<br>Part I | (b)<br>Description of noncash property given | (c)<br>FMV (or estimate)<br>(See instructions.) | (d)<br>Date received |
| -----                     | -----<br>-----<br>-----<br>-----             | \$-----                                         | -----                |
| (a) No.<br>from<br>Part I | (b)<br>Description of noncash property given | (c)<br>FMV (or estimate)<br>(See instructions.) | (d)<br>Date received |
| -----                     | -----<br>-----<br>-----<br>-----             | \$-----                                         | -----                |
| (a) No.<br>from<br>Part I | (b)<br>Description of noncash property given | (c)<br>FMV (or estimate)<br>(See instructions.) | (d)<br>Date received |
| -----                     | -----<br>-----<br>-----<br>-----             | \$-----                                         | -----                |



|                                                                             |                                                     |
|-----------------------------------------------------------------------------|-----------------------------------------------------|
| Name of organization<br><b>THE GLENWOOD SPRINGS HISTORICAL SOCIETY, INC</b> | Employer identification number<br><b>23-7136776</b> |
|-----------------------------------------------------------------------------|-----------------------------------------------------|

**Part III** **Exclusively religious, charitable, etc., contributions to organizations described in section 501(c)(7), (8), or (10) that total more than \$1,000 for the year from any one contributor.** Complete columns (a) through (e) and the following line entry. For organizations completing Part III, enter the total of *exclusively* religious, charitable, etc., contributions of **\$1,000 or less** for the year. (Enter this information once. See instructions.) ► \$ \_\_\_\_\_

Use duplicate copies of Part III if additional space is needed.

| (a) No.<br>from<br>Part I | (b) Purpose of gift | (c) Use of gift | (d) Description of how gift is held |
|---------------------------|---------------------|-----------------|-------------------------------------|
|                           |                     |                 |                                     |
|                           |                     |                 |                                     |
|                           |                     |                 |                                     |

**(e) Transfer of gift**

Transferee's name, address, and ZIP + 4

Relationship of transferor to transferee

|  |  |  |
|--|--|--|
|  |  |  |
|  |  |  |
|  |  |  |

| (a) No.<br>from<br>Part I | (b) Purpose of gift | (c) Use of gift | (d) Description of how gift is held |
|---------------------------|---------------------|-----------------|-------------------------------------|
|                           |                     |                 |                                     |
|                           |                     |                 |                                     |
|                           |                     |                 |                                     |

**(e) Transfer of gift**

Transferee's name, address, and ZIP + 4

Relationship of transferor to transferee

|  |  |  |
|--|--|--|
|  |  |  |
|  |  |  |
|  |  |  |

| (a) No.<br>from<br>Part I | (b) Purpose of gift | (c) Use of gift | (d) Description of how gift is held |
|---------------------------|---------------------|-----------------|-------------------------------------|
|                           |                     |                 |                                     |
|                           |                     |                 |                                     |
|                           |                     |                 |                                     |

**(e) Transfer of gift**

Transferee's name, address, and ZIP + 4

Relationship of transferor to transferee

|  |  |  |
|--|--|--|
|  |  |  |
|  |  |  |
|  |  |  |

| (a) No.<br>from<br>Part I | (b) Purpose of gift | (c) Use of gift | (d) Description of how gift is held |
|---------------------------|---------------------|-----------------|-------------------------------------|
|                           |                     |                 |                                     |
|                           |                     |                 |                                     |
|                           |                     |                 |                                     |

**(e) Transfer of gift**

Transferee's name, address, and ZIP + 4

Relationship of transferor to transferee

|  |  |  |
|--|--|--|
|  |  |  |
|  |  |  |
|  |  |  |



**SCHEDULE O**  
**(Form 990 or 990-EZ)**

Department of the Treasury  
Internal Revenue Service

**Supplemental Information to Form 990 or 990-EZ**

Complete to provide information for responses to specific questions on  
Form 990 or 990-EZ or to provide any additional information.

▶ Attach to Form 990 or 990-EZ.  
▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for the latest information.

OMB No. 1545-0047

**2018**

**Open to Public  
Inspection**

Name of the organization

THE GLENWOOD SPRINGS HISTORICAL SOCIETY, INC

Employer identification number

23-7136776

Pt I, Line 8:

Description: CASH OVER/SHORT \$79

Description: MISC INCOME \$735

Pt I, Line 16:

Description: ADVERTISING \$852

Description: OFFICE EXPENSE \$3,091

Description: TELEPHONE \$1,412

Description: ARCHIVAL EXPENSE \$217

Description: CREDIT CARD FEES \$447

Description: DUES \$1,791

Description: FEES \$350

Description: COMPUTER EXPENSE \$1,527

Description: SECURITY \$2,009

Description: SUPPLIES \$553

Description: STORAGE \$1,500

Description: INTEREST EXPENSE \$1,945

Description: SPECIAL PROJECTS - COKE OVENS \$30

Pt II, Line 24:

Description: Equipment Beginning of Year: \$113,893 End of Year: \$113,893

Pt II, Line 26:

Description: Payroll and Sales taxes Beginning of Year: \$527 End of Year: \$564

Description: N/P GUN Beginning of Year: \$72,188 End of Year: \$56,020

## TOURISM FUND

|                                  | 2020<br>Actual       | 2021<br>Actual       | 2022 Revised<br>Budget | 2022 Actual<br>(Est.) | 2023<br>Budget       |
|----------------------------------|----------------------|----------------------|------------------------|-----------------------|----------------------|
| Revenue                          | \$846,596            | \$1,464,954          | \$1,455,337            | \$1,550,000           | \$1,589,851          |
| Expenditures                     | <u>(\$1,127,323)</u> | <u>(\$1,011,745)</u> | <u>(\$1,366,112)</u>   | <u>(\$1,309,250)</u>  | <u>(\$1,589,584)</u> |
| Change in Fund Balance           | <u>(\$280,727)</u>   | \$453,209            | \$89,225               | \$240,750             | \$267                |
| Beginning Fund Balance           | \$495,905            | \$215,178            | \$668,387              | \$668,387             | \$909,137            |
| Ending Fund Balance              | \$215,178            | \$668,387            | \$757,612              | \$909,137             | \$909,404            |
| Reserves:                        |                      |                      |                        |                       |                      |
| *15% of Revenue; Council imposed | <u>(\$126,989)</u>   | <u>(\$192,040)</u>   | <u>(\$218,301)</u>     | <u>(\$232,500)</u>    | <u>(\$238,478)</u>   |
| Available Fund Balance           | \$88,189             | \$476,347            | \$539,311              | \$676,637             | \$670,926            |

Cash as of 9/30/2022                      \$197,982

\*Reserves as a % of revenue are calculated from cash receipts from 9/1/2021 through 8/31/2022

7.5% of Budget Revenue goes to grants recommended to Council by the Financial Advisory Board

7.5% of Budget Revenue is transferred to a General Fund reserve to offset impact of tourism



## A&I FUND

|                            | 2020<br>Actual        | 2021<br>Actual        | 2022 Revised<br>Budget | 2022 Actual<br>(Est.) | 2023<br>Budget        |
|----------------------------|-----------------------|-----------------------|------------------------|-----------------------|-----------------------|
| Revenue                    | \$9,227,712           | \$15,359,665          | \$10,110,927           | \$5,681,081           | \$13,225,131          |
| Expenditures               | <u>(\$11,654,142)</u> | <u>(\$17,597,254)</u> | <u>(\$12,290,445)</u>  | <u>(\$7,531,036)</u>  | <u>(\$14,901,666)</u> |
| Change in Fund Balance     | <u>(\$2,426,430)</u>  | <u>(\$2,237,589)</u>  | <u>(\$2,179,518)</u>   | <u>(\$1,849,955)</u>  | <u>(\$1,676,535)</u>  |
| Beginning Fund Balance     | \$17,253,646          | \$14,827,216          | \$12,589,627           | \$12,589,627          | \$10,739,672          |
| Ending Fund Balance        | \$14,827,216          | \$12,589,627          | \$10,410,109           | \$10,739,672          | \$9,063,137           |
| Reserves:                  |                       |                       |                        |                       |                       |
| Bond Reserve (Restricted)  | <u>(\$1,980,388)</u>  | <u>(\$1,980,388)</u>  | <u>(\$1,980,388)</u>   | <u>(\$1,980,388)</u>  | <u>(\$1,980,388)</u>  |
| South Bridge               | <u>(\$250,000)</u>    | \$0                   | \$0                    | <u>(\$250,000)</u>    | <u>(\$500,000)</u>    |
| 27th Street Underpass      |                       | <u>(\$750,000)</u>    | <u>(\$750,000)</u>     | <u>(\$750,000)</u>    | \$0                   |
| 6th Street Reserve         | \$0                   | <u>(\$1,750,000)</u>  | <u>(\$1,750,000)</u>   | <u>(\$1,750,000)</u>  | \$0                   |
| Theatre Reserve            | <u>(\$704,112)</u>    | <u>(\$704,112)</u>    | <u>(\$704,112)</u>     | <u>(\$704,112)</u>    | <u>(\$704,112)</u>    |
| Contingency                | <u>(\$3,000,000)</u>  | <u>(\$3,000,000)</u>  | <u>(\$3,000,000)</u>   | <u>(\$3,000,000)</u>  | <u>(\$3,000,000)</u>  |
| FAB Grant Reserve          | <u>\$0</u>            | <u>(\$75,730)</u>     | <u>(\$86,037)</u>      | <u>(\$118,596)</u>    | <u>(\$118,596)</u>    |
| Available Fund Balance     | \$8,892,716           | \$4,329,397           | \$2,139,572            | \$2,186,576           | \$2,760,041           |
| Cash Balance as of 9/30/22 | \$12,470,055          |                       |                        |                       |                       |

54422  
Date 2/28/23 Page 1  
Primary Account XXXXXXXXXXXX6334  
Enclosures

ALPINE BANK, GLENWOOD SPRINGS  
PO BOX 10000  
GLENWOOD SPRINGS, CO 81602  
(970)945-2424

GLENWOOD SPRINGS HISTORICAL SOCIETY INC  
1001 COLORADO AVE  
GLENWOOD SPRINGS CO 81601-3319

Your money works harder with an interest-earning  
health savings account. Pay for qualifying health  
expenses. More at [alpinebank.com](http://alpinebank.com).

.....CHECKING ACCOUNT.....

Account Name: GLENWOOD SPRINGS HISTORICAL SOCIETY INC

You can bank from home, or work from the hills with Alpine Bank! Take advantage of our wide array of banking services by using Alpine Online and AlpineMobile. They're secure, easy to use and always available on any internet-connected device with any Alpine account. Access statements, view account balances, transfer funds, make payments and much more. For more information, go to [www.alpinebank.com](http://www.alpinebank.com) or visit any Alpine Bank.

|                                |                  |                                      |
|--------------------------------|------------------|--------------------------------------|
| ALPINE BASIC BUSINESS CHECKING |                  | Check Safekeeping                    |
| Account Number                 | XXXXXXXXXXXX6334 | Statement Dates 2/01/23 thru 2/28/23 |
| Previous Balance               | 35,100.00        | Days In The Statement Period 28      |
| + Deposits                     | .00              | Average Ledger Bal. 22,778.57        |
| 1 - Checks/Charges             | 15,000.00        | Average Collected Bal. 22,778.57     |
| Service Charge                 | .00              |                                      |
| Interest Paid                  | .00              |                                      |
| Current Balance                | 20,100.00        |                                      |

-----Withdrawals and Other Transactions-----

| Date | Description                                   | Amount     |
|------|-----------------------------------------------|------------|
| 2/06 | Transfer from CO Historical Fund to OPERATING | 15,000.00- |

Daily Balance Information

| Date | Balance   | Date | Balance   |
|------|-----------|------|-----------|
| 2/01 | 35,100.00 | 2/06 | 20,100.00 |

85324  
 Date 2/28/23 Page 1  
 Primary Account XXXXXXXXXXXX2345  
 Enclosures 24

ALPINE BANK, GLENWOOD SPRINGS  
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 (970)945-2424

GLENWOOD SPRINGS HISTORICAL SOCIETY INC  
 1001 COLORADO AVE  
 GLENWOOD SPRINGS CO 81601-3319

Your money works harder with an interest-earning  
 health savings account. Pay for qualifying health  
 expenses. More at [alpinebank.com](http://alpinebank.com).

.....CHECKING ACCOUNT.....

Account Name: GLENWOOD SPRINGS HISTORICAL SOCIETY INC

You can bank from home, or work from the hills with Alpine Bank! Take advantage of our wide array of banking services by using Alpine Online and AlpineMobile. They're secure, easy to use and always available on any internet-connected device with any Alpine account. Access statements, view account balances, transfer funds, make payments and much more. For more information, go to [www.alpinebank.com](http://www.alpinebank.com) or visit any Alpine Bank.

|                                |                  |                              |                      |
|--------------------------------|------------------|------------------------------|----------------------|
| ALPINE BASIC BUSINESS CHECKING |                  | Number of Enclosures         | 24                   |
| Account Number                 | XXXXXXXXXXXX2345 | Statement Dates              | 2/01/23 thru 2/28/23 |
| Previous Balance               | 52,825.46        | Days In The Statement Period | 28                   |
| 21 + Deposits                  | 76,381.30        | Average Ledger Bal.          | 94,051.77            |
| 31 - Checks/Charges            | 9,364.93         | Average Collected Bal.       | 94,051.77            |
| Service Charge                 | .00              |                              |                      |
| Interest Paid                  | .00              |                              |                      |
| Current Balance                | 119,841.83       |                              |                      |

| -----Deposits and Additions----- |                                               |           |
|----------------------------------|-----------------------------------------------|-----------|
| Date                             | Description                                   | Amount    |
| 2/06                             | Transfer from CO Historical Fund to OPERATING | 15,000.00 |
| 2/06                             | DEPOSIT BANKCARD<br>CCD 628126000729073       | 15.00     |
| 2/06                             | wixpos wixpos<br>CCD ST-L6V5T8G7N1T8          | 96.80     |
| 2/07                             | DEPOSIT BANKCARD<br>CCD 628126000729073       | 10.00     |
| 2/07                             | wixpos wixpos<br>CCD ST-T9C2D2V8F9B2          | 48.25     |
| 2/08                             | DEPOSIT BANKCARD<br>CCD 628126000729073       | 5.00      |
| 2/10                             | Deposit                                       | 379.11    |
| 2/13                             | DEPOSIT BANKCARD<br>CCD 628126000729073       | 23.00     |
| 2/13                             | Deposit                                       | 50.00     |
| 2/13                             | Deposit                                       | 60,000.00 |

ALPINE BANK, GLENWOOD SPRINGS  
PO BOX 10000  
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(970)945-2424

85325  
Date 2/28/23 Page 2  
Primary Account XXXXXXXXXXXX2345  
Enclosures 24

GLENWOOD SPRINGS HISTORICAL SOCIETY INC  
1001 COLORADO AVE  
GLENWOOD SPRINGS CO 81601-3319

ALPINE BASIC BUSINESS CHECKING XXXXXXXXXXXX2345 (Continued)

-----Deposits and Additions-----

| Date | Description                             | Amount |
|------|-----------------------------------------|--------|
| 2/16 | DEPOSIT BANKCARD<br>CCD 628126000729073 | 10.00  |
| 2/17 | wixpos wixpos<br>CCD ST-02P2N3Q7F4S5    | 23.97  |
| 2/21 | DEPOSIT BANKCARD<br>CCD 628126000729073 | 2.00   |
| 2/22 | DEPOSIT BANKCARD<br>CCD 628126000729073 | 8.00   |
| 2/22 | wixpos wixpos<br>CCD ST-F4W4F2Z1S8C2    | 48.25  |
| 2/22 | Deposit                                 | 262.00 |
| 2/23 | DEPOSIT BANKCARD<br>CCD 628126000729073 | 60.00  |
| 2/24 | wixpos wixpos<br>CCD ST-Z1G8F3B4P4Q5    | 96.80  |
| 2/24 | DEPOSIT BANKCARD<br>CCD 628126000729073 | 100.00 |
| 2/27 | DEPOSIT BANKCARD<br>CCD 628126000729073 | 52.00  |
| 2/28 | Deposit                                 | 91.12  |

-----Withdrawals and Other Transactions-----

| Date | Description                                                                         | Amount |
|------|-------------------------------------------------------------------------------------|--------|
| 2/01 | MTHLY FEES BANKCARD<br>CCD 628126000729073                                          | 34.04- |
| 2/06 | DBT CRD 1407 02/05/23 98612738<br>Prime Video *JN4IT3MH3                            | 3.99-  |
| 2/06 | 888-802-3080 WA C# 6618<br>DBT CRD 1007 02/06/23 91035592<br>Prime Video *A06G39653 | 3.99-  |
| 2/07 | 888-802-3080 WA C# 6618<br>DDA B/P 1001 02/07/23 55805916<br>ADOBE *ACROPRO SUBS    | 47.98- |

ALPINE BANK, GLENWOOD SPRINGS  
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(970)945-2424

85325  
Date 2/28/23 Page 3  
Primary Account XXXXXXXXXXXX2345  
Enclosures 24

GLENWOOD SPRINGS HISTORICAL SOCIETY INC  
1001 COLORADO AVE  
GLENWOOD SPRINGS CO 81601-3319

ALPINE BASIC BUSINESS CHECKING XXXXXXXXXXXX2345 (Continued)

| Date | Description                                                                                                                    | Amount    |
|------|--------------------------------------------------------------------------------------------------------------------------------|-----------|
| 2/13 | 408-536-6000 CA C# 6618<br>DDA B/P 1717 02/12/23 00199685<br>MICROSOFT<br>MSFT * E0600M566Q<br>REDMOND WA C# 6618              | 9.33-     |
| 2/13 | DBT CRD 1156 02/12/23 42309983<br>INTUIT *QBooks 1099                                                                          | 4.14-     |
| 2/15 | CL.INTUIT.COMCA C# 6618<br>USATAXPYMT IRS<br>CCD 270344671178034                                                               | 1,128.52- |
| 2/16 | DBT CRD 1011 02/16/23 68209329<br>INTUIT *QBooks Online                                                                        | 57.04-    |
| 2/21 | CL.INTUIT.COMCA C# 6618<br>DDA B/P 1013 02/20/23 46736236<br>ADOBE *ACROPRO SUBS                                               | 19.99-    |
| 2/24 | 408-536-6000 CA C# 6618<br>DBT CRD 1009 02/24/23 30072906<br>SOURCE OFFICE - VITAL                                             | 85.99-    |
| 2/27 | 303-5316393 CO C# 6618<br>POS DEB 1407 02/24/23 00502217<br>CITY-MARKET #0405<br>1410 S. GRAND AVE.<br>GLENWOOD SPRICO C# 6618 | 18.44-    |
| 2/28 | DBT CRD 1015 02/28/23 98988502<br>USPS PO 0737080538                                                                           | 65.70-    |
|      | GLENWOOD SPRICO C# 6618                                                                                                        |           |

--- CHECKS IN NUMBER ORDER ---

| Date | Check No | Amount   | Date | Check No | Amount |
|------|----------|----------|------|----------|--------|
| 2/01 | 2415     | 1,182.84 | 2/03 | 2416     | 809.24 |

\* Denotes missing check numbers



ALPINE BANK, GLENWOOD SPRINGS  
 PO BOX 10000  
 GLENWOOD SPRINGS, CO 81602  
 (970)945-2424

85325  
 Date 2/28/23 Page 4  
 Primary Account XXXXXXXXXXXX2345  
 Enclosures 24

GLENWOOD SPRINGS HISTORICAL SOCIETY INC  
 1001 COLORADO AVE  
 GLENWOOD SPRINGS CO 81601-3319

ALPINE BASIC BUSINESS CHECKING XXXXXXXXXXXX2345 (Continued)

| --- CHECKS IN NUMBER ORDER --- |          |        |      |          |          |
|--------------------------------|----------|--------|------|----------|----------|
| Date                           | Check No | Amount | Date | Check No | Amount   |
| 2/08                           | 2417     | 785.00 | 2/09 | 2426     | 155.95   |
| 2/10                           | 2418     | 325.00 | 2/13 | 2427     | 347.59   |
| 2/13                           | 2419     | 76.00  | 2/13 | 2428     | 122.83   |
| 2/10                           | 2420     | 194.34 | 2/16 | 2429     | 170.00   |
| 2/08                           | 2421     | 590.00 | 2/15 | 2430     | 1,182.83 |
| 2/10                           | 2422     | 99.57  | 2/17 | 2431     | 765.10   |
| 2/15                           | 2423     | 230.00 | 2/17 | 2433*    | 270.00   |
| 2/15                           | 2424     | 165.00 | 2/28 | 2442*    | 125.21   |
| 2/15                           | 2425     | 289.28 |      |          |          |

\* Denotes missing check numbers

#### Daily Balance Information

| Date | Balance   | Date | Balance    | Date | Balance    |
|------|-----------|------|------------|------|------------|
| 2/01 | 51,608.58 | 2/10 | 64,147.68  | 2/22 | 119,737.25 |
| 2/03 | 50,799.34 | 2/13 | 123,660.79 | 2/23 | 119,797.25 |
| 2/06 | 65,903.16 | 2/15 | 120,665.16 | 2/24 | 119,908.06 |
| 2/07 | 65,913.43 | 2/16 | 120,448.12 | 2/27 | 119,941.62 |
| 2/08 | 64,543.43 | 2/17 | 119,436.99 | 2/28 | 119,841.83 |
| 2/09 | 64,387.48 | 2/21 | 119,419.00 |      |            |



**City Council**  
**STAFF REPORT**  
**City of Glenwood Springs**  
**May 18, 2023**

**Agenda Item:** Short Term Rental Cycles

**Action Requested:** Staff direction regarding short-term rental cycles and categories.

**Department:** Economic and Community Development

**Presented By:** Hannah Klausman

**Strategic Goals:** Provide Efficient and Responsive City Government

**Background Info:** Council requested a review of vacation rental cycles and categories. The Municipal Code in Title 070 states that vacation rental permits shall be issued for a period of two (2) years and shall expire at the end of odd-numbered years. At any time within the two-year cycle new applicants pay \$500 for the initial short-term rental permit and accessory tourist rentals pay \$300 for the initial fee. Vacation rental permits include two categories; a Short Term Rental where the entire home is rented, and an Accessory Tourist Rental where a bedroom within a home is rented. The Accessory option was created to allow local residents to supplement housing costs by renting within their home.

Permit Cycles

- Match up with business/sales tax license procedure and timeline. Business licenses are not prorated.
- The initial vacation rental permit fee for the planning/building application covers the staff time for an initial permit and inspection. Subsequent renewals are “prorated” to allow for less staff time needed, but still cover the staff time cost for an inspection. Short term rentals are \$300 for a renewal and accessory tourist rentals are \$150 for a renewal.
- Owners are informed at the time of permit application that the fee is not prorated and if they want the permit immediately they will pay the full first-time fee and then the renewal fee. They can choose to wait until the next permit period but some do not want to risk the possibility that they wouldn’t be able to get a permit if they wait. The permit cycle for 2022-2023 started in January.
- Vacation rentals are not transferable and for most areas of the city there is a 250-foot barrier between short-term rentals. If a property is 100 percent covered by a buffer from an existing vacation rental, a new short-term rental application would not be allowed. The program is first-come, first-served.
- In the final months of a cycle the units would not be inspected by the building department again. For example, a unit that is initially permitted in October of the final year of the cycle would not be reinspected in January for the following cycle. All other renewals do include a building inspection at the end of every two years.

Managing vacation rental permitting and compliance is staff-time intensive. Adding additional components for compliance or management will add to the staff time for program implementation, which is currently handled in-house. Pro-rating the fee during the two-year cycle is possible, however, business licenses are not pro-rated and this would add to staff’s oversight of the program.

Permit Categories

Currently, Glenwood only has two categories for vacation rental permits. The short-term rental permit is subject to the 250-foot buffer distance as well as a City-wide cap on permits of 5% of free market units, and a cap on permits within the General Improvement District downtown of 18% of free market

units within that boundary.

Some jurisdictions have included another category of "Resident Occupied" or "Limited" Short Term Rental permits aimed at allowing more flexibility for primary residence owners to rent out on a more temporary basis.

The Town of Avon includes a maximum number of 42 nights per year for their Limited permit and requires the full-time resident to be present for a portion of guests' stay under the Resident Occupied permit. These permits are not subject to the permit caps.

The Town of Fort Collins has a Primary short-term rental category that requires that it is the owner's primary home and that the owners must reside in the home for at least 9 months out of the year.

Staff has included those municipal example guides as attachments to this report.

Primary residence owners in Glenwood Springs are not currently prevented from renting out their homes on a temporary basis, however, are subject to the 250-foot buffer and permit cap, which could prevent eligibility depending on location. Additionally, the Accessory Tourist Rental permit category was designed to allow primary residents to rent out a portion of their units with less regulation. Those units are not subject to permit caps.

The city-wide cap on vacation rentals is currently 205, based on 5% of 4,100 free-market units. There are 88 active permits in this cap area. The cap for the General improvement district is 31, based on 18% of 253 free-market units. There are 19 active permits in the GID cap area.

Adding a new category for primary vacation rentals would add significant staff time for compliance, especially if combined with a maximum number of nights or a minimum amount of time the owner must reside in the unit.

|                              |                                                                                                                                                                                                                                                       |
|------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Issues:</b>               | Changes to Title 070 require a public hearing at Planning and Zoning Commission and City Council. If City Council were to initiate a code change, this item would need to be noticed for those public hearings in accordance with the Municipal Code. |
| <b>Fiscal Impact:</b>        | Additional compliance for vacation rentals may require a third-party compliance company. The City has previously reviewed proposals from several companies with costs that vary by number of permits and scope between \$20,000 - \$40,000 annually.  |
| <b>Legal Review:</b>         | NA                                                                                                                                                                                                                                                    |
| <b>Staff Recommendation:</b> | Staff recommends keeping the permitting fee structure and categories unchanged.                                                                                                                                                                       |



## License Types and Fees

Any Short Term Rental (STR) in the Town of Avon requires an STR license. The Town of Avon offers 3 STR license types:

1. Full
2. Limited
3. Resident Occupied

### 1. Full Short Term Rental License (STR-F)

- Allows the license holder to rent for an unlimited number of nights while the license is active
- Multifamily properties outside the Town Core can have up to 15% of dwelling units in possession of a STR-F license at one time (See Attachment B - *STR Map*)
- Cost of the STR-F license is relative to the number of bedrooms in the dwelling unit, as well as whether the property includes front-desk management (See *Licensing Fees* below)

### 2. Limited Short Term Rental License (STR-L)

- Allows the license holder to rent for up to 42 nights while the license is active
- Not subject to licensing caps
- Cost of the STR-L license is relative to the number of bedrooms in dwelling unit (See *Licensing Fees* below)

### 3. Resident Occupied Short Term Rental License (STR-RO)

- Requires a full-time resident (8+ months per year) to be present for a portion of each guest's stay
- Allows the license holder to rent for an unlimited number of nights while the license is active
- Not subject to licensing caps
- Cost is \$150 per license

## Licensing Fees

| License Type      | Abbreviation | Fees                                                                                                                                                  |
|-------------------|--------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|
| Full              | STR - F      | Studio or One Bedroom - \$350<br><br>Two Bedroom - \$400<br><br>Three Bedroom - \$450                                                                 |
| Limited           | STR - L      | Four Bedroom or Greater - \$500<br><br>Front Desk or Time Share - \$250 plus \$25 for each bedroom on the property that is used for short term rental |
| Resident Occupied | STR- RO      | \$150 per License                                                                                                                                     |



## Guide for Operating a Short-Term Rental (STR) in the City of Fort Collins

### The Basics:

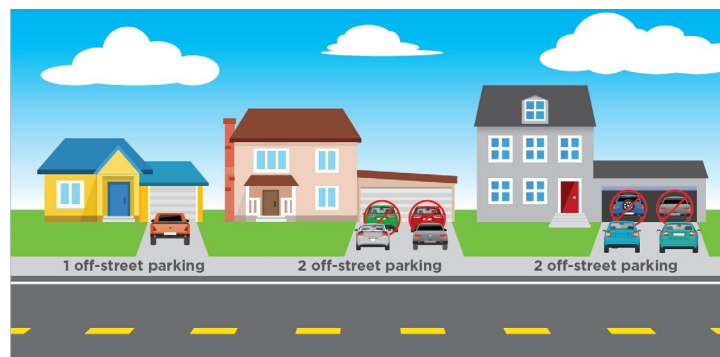
- The City of Fort Collins requires dwelling units that rent for less than 30 days be licensed as a STR. The City recognizes both primary (owner occupied) and non-primary (not owner occupied) STRs
- **Primary STRs** are permitted in low, medium, or high-density Mixed-Use Neighborhood Districts, as well as Buffer District, and Commercial Districts. (**green** areas on [map](#)).
- **Non-primary STRs** are permitted in Commercial Districts. (**yellow** areas on [map](#)).
- STRs are **not** allowed in Multi Family buildings. Multi Family buildings are apartment or condo buildings with 3 or more dwelling units.
- The initial STR license fee is \$150. Your STR license will need to be renewed each year on or before June 30<sup>th</sup>. The renewal fee is \$100.
- In addition to your STR license, you'll need to apply for a Sales and Lodging Tax License. Third party sites such as AIRBNB do collect **BOTH** sales and lodging tax from your renters and remit directly to the City under the company's account.
- If you have renters that do not come from a third-party, you must collect the tax from your customer and remit to the City. The amount of tax is based on the rate of the room and any cleaning fees you may impose. Please visit <https://www.fcgov.com/salestax/> for more information on sales, use, and lodging tax.
- If you do not have tax to remit, you still need to file a sales and lodging tax return on your due date. If you do not file, you will be charged a \$25 assessment fee. Tax returns are submitted online at <https://fortcollins.munirevs.com/>
- If you fail to file and pay your Sales and Lodging Taxes each period, your STR license could be revoked and/or denied at renewal.



## FAQs:

- **Do I need to set up an LLC or a Federal Employer Identification Number (FEIN) for my STR?** No. This is not a requirement for the City. You can use your first and last name as the business name if you do not have an LLC or other business name set up. We recommend you contact the IRS, Larimer County, and the State of Colorado for their business requirements.
- **What if I am in a zone that doesn't allow STRs?** You may consider long term renting (30 days or more). Please check for occupancy regulations [here](#).
- **Does the City of Fort Collins allow STRs in Multi Family Buildings, such as apartments or condos?** Only if the building meets the R1 building code requirements. Please contact the Building Department at 970-416-2757 to verify.
- **Can I rent to two parties at once?** No. You may only rent to one party at a time.
- **Can a long-term tenant rent out the property as a STR?** No. Only the owner may operate a STR. In addition, they may only rent to one party at a time, and the long-term tenant counts as the renter.
- **What happens if I sell my property? Can my license be transferred?** No, however the new owner can apply for a STR license in their own name within 30 days of closing. If the property is a legacy property (FKA grandfathered), the new license must remain identical in scope to the original, and the new owner must meet the off-street parking requirements.
- **What are the OFF-STREET (example: driveway or garage) parking requirements?** See chart and examples below:

| Number of Bedrooms Rented | Number of Off-Street Parking Spaces |
|---------------------------|-------------------------------------|
| 1-2                       | 1                                   |
| 3-4                       | 2                                   |
| 5-6                       | 3                                   |



## Now that you know the basics, here are the steps to apply for your licenses:

- ✓ **Step 1:** Verify you're in a zone that allows STRs [here](#). If yes, move on to step 2
  - **If you own a multifamily building with 3+ units, you are prohibited from renting a STR regardless of being in an allowable zone.**
- ✓ **Step 2:** Verify that your HOA (if applicable) covenants allow STRs. If yes, move on to step 3.
- ✓ **Step 3:** Call the Building Department at 970-416-2740 to make sure there are no expired building permits that need to be addressed. Expired permits can delay the process. If there are none, proceed to step 4.
- ✓ **Step 4:** Gather these **required** documents:
  - Proof of Personal Liability Coverage (found in your homeowner's insurance)
  - For Primary STRs: A copy of your Driver's License, Car Registration, or Voter Registration to prove you reside at the property for at least 9 months out of the year
  - Proof of ownership (example: a print off from the Larimer County Assessor's Page. Only the owner of the property may operate a STR)
  - Photos of the rental space
- ✓ **Step 5:** Visit our [online portal](#) to register your account, and apply for a tax license
- ✓ **Step 6:** Once your initial account is approved, you will receive an email letting you know you can apply for your STR License, upload the required documents listed above and pay the \$150 license fee.

Once your applications have been submitted, they will be processed and sent to the zoning department for approval. Processing time ranges from 7-10 business days.

You will receive a final email when your license is approved. You will then be able to print a copy of your license to post in your rental. We also require that you include your STR license number in your online listings.

May 8, 2023

Shoshana Lew, Executive Director  
Colorado Department of Transportation  
2829 W. Howard Place  
Denver, CO 80204



Dear Director Lew:

Over the next 20-30 years, communities in Garfield County, particularly along the I-70 corridor, are expected to experience robust population and employment growth. According to population and employment forecasts, Garfield County's population is estimated to grow by 40%, from 62,000 residents in 2020, to 86,000 in 2040. Similarly, the number of jobs in Garfield County will increase by 40% over the same time period, from an estimated 36,000 jobs to 51,000.

The forecasted growth in Garfield County will create significant demands upon the transportation system, particularly along the Interstate 70 (I-70) and State Highway 82 (SH82) corridors within the County. Residents are already experiencing increasing traffic congestion on I-70 and SH82, coupled with frequent and unpredictable delays associated with accidents, weather-related hazards, and closures.

Due to forecasted population and employment growth, increasing traffic congestion, and growing concerns about travel safety and reliability, now is the time for Garfield County communities to begin discussing and developing a future vision and plans for a safer, more efficient, and reliable multi-modal transportation system for the I-70 and SH82 corridors. While these discussions might eventually evolve to include other stakeholders in the region, we believe they should initially begin with jurisdictions in Garfield County.

In 2022, Colorado Department of Transportation (CDOT) demonstrated its leadership and vision surrounding the development of multimodal transportation services in the I-70 corridor, when it orchestrated and submitted the Westward Three MOVE Grant application to the US Department of Transportation. CDOT's advocacy on behalf of the MOVE: W3 project netted approximately \$24 million in RAISE grant funding, a significant portion of which will make Mobility Hubs in Rifle and Glenwood Springs possible.

For this reason, it seems vital to us that CDOT, the most important transportation stakeholder in our region and the State, to be involved in and, ideally, to facilitate a series of transportation roundtable meetings for local governments within Garfield County. The goal of this effort would be to identify short- and long-term strategies, as well as opportunities for collaboration, that the partners could pursue to preserve, if not increase, roadway capacity on I-70 and SH 82 within Garfield County.

The signatories to this letter, including Garfield County, Parachute, Rifle, Silt, New Castle, Glenwood Springs, and Carbondale, respectfully, but eagerly, request that CDOT agree to initiate and facilitate this process. Please know as well that we stand ready to support this effort in any way necessary.

Thank you for your consideration of this request!

Sincerely,

Ingrid Wussow  
Mayor, City of Glenwood Springs

**RFTA BOARD OF DIRECTORS MEETING  
PRESENTATION/ACTION ITEM AGENDA SUMMARY # 7. B.**

|                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Meeting Date:</b>        | November 10, 2022                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Agenda Item:</b>         | Glenwood Springs Regional Origin and Destination Study                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Strategic Outcome:</b>   | <b>High Performing Organization</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Strategic Objective:</b> | 7.4 Actively engage the public about plans, projects and service changes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Presented By:</b>        | Terri Partch, City of Glenwood Springs Engineer<br>David Johnson, RFTA Director of Planning                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Staff Recommends:</b>    | Discuss Glenwood Springs' Origin and Destination Study Presentation provided by Terri Partch, City Engineer, City of Glenwood Springs.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Executive Summary:</b>   | <p>For years, the City of Glenwood Springs has struggled with traffic congestion along its "Main Street," State Highway 82 (SH82). According to forecasts of population and employment growth, which are particularly acute in western Garfield County, traffic conditions in the City are likely to worsen over the next 20 years.</p> <p>This year, the City of Glenwood Springs contracted with Fehr and Peers to conduct an Origin and Destination Study to determine the origins and destinations of travelers moving through Glenwood Springs, particularly during the peak morning and evening travel periods. Fehr and Peers used data from Global Positioning System (GPS), tracking technology in smartphones, from a company called Streetlight. A decade ago, such data was not readily available, and more expensive means were required to develop such information.</p> <p>The City will use this data to guide its transportation and land use decisions. One of the key take-aways from this report is that approximately 50% of the southbound vehicles on Grand Avenue in the AM Peak are coming from western Garfield County and headed to up valley destinations. The report indicates that transit improvements may become a more important strategy in the future to transport people to and from Glenwood Springs and to destinations beyond. The City would like to work with RFTA to increase ridership on the both the SH82 BRT route and the Grand Hogback route.</p> |
| <b>Background Info:</b>     | <p>For years the City of Glenwood Springs has been grappling with traffic congestion along its "main street", Grand Avenue (CO 82), which was identified as part of the City of Glenwood Springs Comprehensive Plan Update as one of the major concerns within the community.</p> <p>According to the MOVE Study, commissioned in 2021 by RFTA and the City, "while the entire Garfield-Pitkin County region is anticipated to grow over the next 20 years, population and employment growth will be most acute between Glenwood Springs and Parachute. Glenwood Springs lies at the heart of this region and will bear the benefits and impacts of this growth, as seen in <b>Figure 2</b> and <b>Figure 3</b>. Since State Highway 82 is the major route through Glenwood, traffic is also expected to increase, as shown in <b>Figure 4</b>."</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

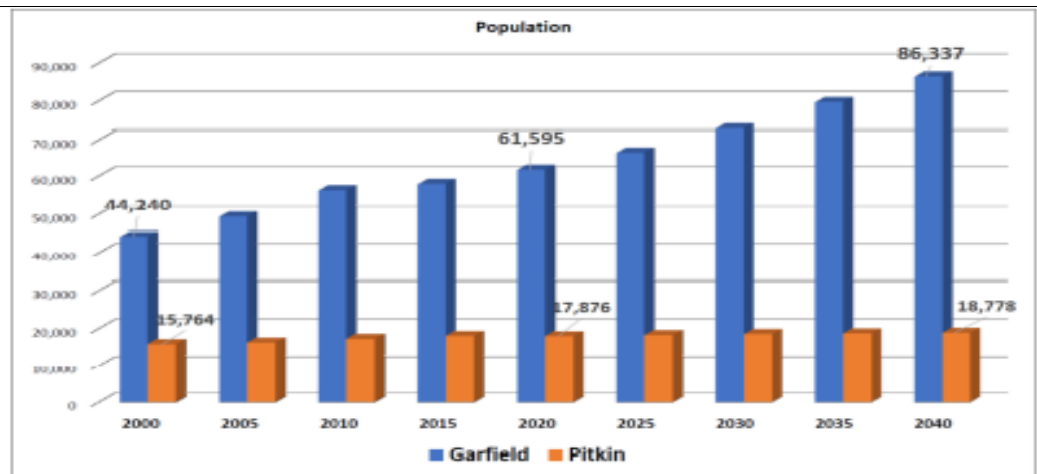


FIGURE 2 - GARFIELD AND PITKIN COUNTY POPULATION PROJECTIONS

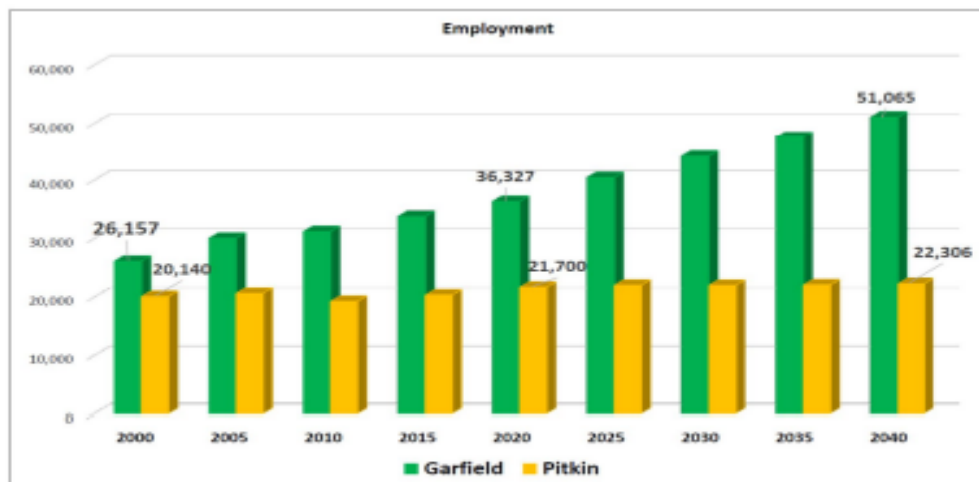


FIGURE 3 - GARFIELD AND PITKIN COUNTY EMPLOYMENT PROJECTIONS

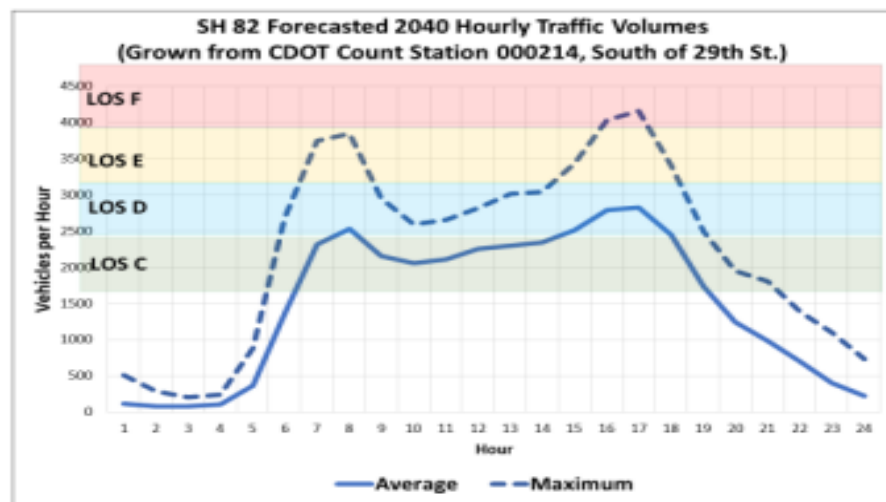


FIGURE 4. 2040 CONGESTION IN GLENWOOD SPRINGS



|                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|-----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                             | <p>The City contracted with the consulting firm Fehr and Peers to address the following questions:</p> <ol style="list-style-type: none"> <li>1. How many people commute or travel through Glenwood Springs, either from Garfield County or Eagle County to destinations south, i.e., Carbondale, etc.?</li> <li>2. Of the people traveling on CO 82 in Glenwood Springs, what percentage are passing through Glenwood Springs without stopping, what percentage are commuting to or from Glenwood Springs to/from other communities, and what percentage are traveling entirely within Glenwood Springs? What percentage from each community?</li> <li>3. How many people commute from Glenwood Springs to Eagle, western Garfield County, or destinations south of Glenwood Springs?</li> <li>4. When commuters or other travelers are passing through Glenwood Springs what percentage are using CO 82 versus Midland Avenue? For those using Midland Avenue, what percentage turn at 8th Street and 27th Street?</li> <li>5. How many people come from the Three Mile Road and Four Mile Road corridors and commute or travel south of Glenwood Springs? How many people south of 27th Street along Midland Avenue use the 27th Street bridge and then commute south of Glenwood Springs?</li> <li>6. What communities along the I-70 corridor are people coming from who work in and are traveling to Glenwood Springs? What about the major employment centers (downtown, hospital, mall, etc.)?</li> <li>7. General origin-destination travel patterns of people traveling within Glenwood Springs to inform local transit service structure.</li> </ol> |
| <b>Governance Policy:</b>   | None noted.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Fiscal Implications:</b> | There are no fiscal implications to RFTA at this point.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Attachments:</b>         | Yes, please click on this link: " <a href="#">Glenwood Springs Regional Origin and Destination Study Presentation.pdf</a> ." Also, please find "Glenwood Springs Regional Origin and Destination Study Presentation.pdf," included in the November 2020 RFTA Board Meeting Portfolio.pdf attached to the e-mail transmitting the RFTA Board Agenda packet.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |



**City Council**  
**STAFF REPORT**  
**City of Glenwood Springs**  
**May 18, 2023**

**Agenda Item:** Adjournment

**Action Requested:**

**Department:** City Clerk

**Presented By:**

**Strategic Goals:**

**Background Info:**

**Issues:**

**Fiscal Impact:**

**Legal Review:**

**Staff Recommendation:**