



BEAVER CREEK YOUTH CAMP

A dba of the Beaver Creek Camp Commission

2026 Operating Plan

**BEAVER CREEK CAMP COMMISSION
DBA Beaver Creek Youth Camp & Beaver Creek Youth Camp
OPERATING PLAN
RIO GRANDE NATIONAL FOREST**

Name of Business: Beaver Creek Youth Camp
Name of Representative: Gene S. Haning - Manager

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Activities & Seasons Operating:
Summer season Christian youth camp
Year-round retreat center

Prepared By: Gene S. Haning
Gene S. Haning - Manager

Date 1/18/26

Ratified by the Beaver Creek Camp Commission to be sent for approval by Rio Grande National Forest on _____.

Jennifer Smead - President

Date: _____

Reviewed By: _____
FS Permit Administrator

Date: _____

Permit Administrator's printed name

Approved By: _____
FS Authorized Officer

Date: _____

Authorized Officer's printed name

**Beaver Creek Youth Camp & Christian Retreat
Operating Plan - 2026**

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Beaver Creek Camp Commission Operating Plan - 2026

Statement of Purpose

The Beaver Creek Camp Commission is dedicated to promoting Christian education, recreation, and social welfare of youth and adults regardless of race or disability and is open to all denominations. We understand “the promotion of social welfare” to include the strengthening of families and other human relationships, the enhancement of personal growth and wholeness, the exploration of human life in relationship to nature, and the furtherance of life in the Christian Community.

History

In the late 1940s, eight churches came together to build Beaver Creek Youth Camp to serve the local community, particularly youth. Land was leased from the U.S. Forest Service, and the first building was completed in 1949.

Over the years, buildings and outdoor areas were constructed, primarily with volunteer labor and significant donations of materials.

The Beaver Creek Camp Commission is a 501(c)3 non-profit organization and has evolved from offering only church camps to operating a camp and retreat center serving Christian camps, youth natural resource conservation camps, family reunions, weddings, educational events, planning retreats, and more.

Location

Beaver Creek Youth Camp is in the Rio Grande National Forest at 0885 County Road 20A, South Fork, Colorado. The legal description of the permitted property may be found in the attached Special Use Permit (Appendix 1).

Oversight & By-laws

Oversight of the Beaver Creek Youth Camp is through the Beaver Creek Camp Commission, composed of volunteer members of eight San Luis Valley churches and at-large members representing other churches, organizations and areas of expertise. The member churches are:

Alamosa First United Methodist Church
Bowen Community Church
Center First United Methodist Church
Saguache United Methodist Church
Sargent Community Church
Monte Vista Community Methodist Church
Mosca Community Church
Pioneer United Church (EOC)

See Appendix 2 for the bylaws of the Commission and a list of 2026 Commissioners.

Insurance

The Certificate of Insurance is attached as Appendix 3.

Safety

Beaver Creek Youth Camp operates under a “Permanent Child Care License” (#47920) and, as such, complies with the “General Rules for Child Care Facilities,” including *General Rules for Child Care Facilities, Quality Standards for Twenty Four (24) Hour Child Care Facilities, Rules Regulating Children’s Resident*

Camps and Rules Regulating Special Activities, all of which are issued by the Colorado Department of Early Childhood. In addition to complying with these rules, Beaver Creek will notify the Divide District Ranger (719) 657-6007 and/or Recreations Staff Officer in case of an accident, injury or illness at (719) 849-8891.

Procedures for specific emergencies and Beaver Creek's evacuation policy are in 4.

Americans with Disabilities Act Compliance

The ADA compliance policy is on Page 11.

Operating Plan for the Supervision of Children & Reporting of Child Abuse CHILD ABUSE & NEGLECT REPORTING PROCEDURES

Should any allegations of sexual abuse, observed serious physical injuries, or life-threatening neglect of children under the age of 18 be reported, we will immediately report them to the local social services and law enforcement agencies with authority to take emergency action to protect children who are abused or neglected, including:

Rio Grande County Sheriff's Office
Phone - (719) 657-4000
Address - 640 Cherry Street
Del Norte, CO 81132,

Rio Grande County Department of Social Services at:
Phone - (719) 657-3381
Fax - (719) 657-4013
Address - PO Box 40
1015 6th Street
Del Norte, CO 81132,

and as soon as practicable thereafter to the Divide District Ranger at (719)-657-6007.

The national child abuse reporting hotline is 844-264-5437.

In addition to the above statement and the requirements in the *Rules Regulating Children's Resident Camps*, Beaver Creek Youth Camp has specific policies and procedures to protect youth and vulnerable adults incorporated into the Employee Handbook (4)

Complaint/Conflict Resolution

General Rules of Child Care Facilities #7.701.56.C provides that anyone with a complaint about Beaver Creek Youth Camp may contact the Colorado Department of Early Childhood at (800) 799-5876.

The Beaver Creek Camp Commission also understands that the general public may file a complaint (that the Commission has not been resolved) with the United States Forest Service, which may take appropriate action.

Community Relationship

Because of its long history, Beaver Creek Youth Camp has a strong relationship with the San Luis Valley community and with communities throughout much of Colorado and northern New Mexico. Many people have had positive experiences through the Beaver Creek Camp Commission's Christian camp programs and those offered by 4-H, Scouting, school programs and more.

Occupancy Trends

Attendance at Beaver Creek's Christian camps and the retreat center fell sharply during the COVID-19 pandemic. Attendance gradually increased after 2022 until 2025, when the Camp was not held because not enough Staff had been confirmed to run it safely and efficiently. Bookings for 2026 look very good.

Statement of Equal Service and Employment Opportunity

Beaver Creek abides by and strives to assure that all marketing materials, including the websites at www.beavercreekcamp.org, www.beavercreekeexperience.org and others, include the United States Forest Service shield and the following statement:

Beaver Creek Youth Camp is an equal opportunity service provider and employer and operates under special use permit from the USDA Forest Service, Rio Grande National Forest.

Inclusiveness Statement

Adopted January 15, 2020

Beaver Creek Youth Camp (a DBA of the Beaver Creek Camp Commission), also known as Beaver Creek Christian Camp, is a diverse, inclusive, and equitable place where all employees*, volunteers and guests, whatever their gender, race, ethnicity, national origin, age, sexual orientation, sexual identity, education, religion, or ability, may feel valued and respected.

*Criteria for Christian program staff, paid and volunteer, include willingness to be proactive in building wholesome Christian community and the ability to help create a healthy environment that encourages participants in Christian programs to develop new or strengthened, positive relationships with Jesus Christ as Lord and Savior.

Policy Concerning Gender-Specific Facilities

Accommodations operated by the Beaver Creek Camp Commission are binary, with segregated male and female sleeping, toilet, and shower facilities.

The Commission is aware that this arrangement is not appropriate for everyone. For whom that is the case, Beaver Creek's manager will work with the individual (or if under 18, parent(s)/guardian(s)) or a representative of the group to explore options to accommodate the individual or group without compromising the welfare of other guests, campers, volunteers, and employees.

If a satisfactory solution cannot be found, the Beaver Creek Camp Commission will respectfully decline serving the individual or group.

Statement of Employee Compensation

Beaver Creek Youth Camp will abide by the current State and Federal minimum wage laws governing Colorado workers.

All State and Federal required employee notice posters, including *EMPLOYEE RIGHTS UNDER THE FAIR LABOR STANDARDS ACT* (Federal) and *COLORADO MINIMUM WAGE ORDER 31*, are posted in the main office at 0885 County Road 20A, South Fork, CO.

Vision, Goals, and Objectives

The vision, goals, and objectives of Beaver Creek Youth Camp & Christian Retreat are well stated in the Camp's Statement of Purpose, printed above.

Existing Facilities

(Also, see the map at Appendix 6)

Buildings (and when they were built) include:

Berkstresser Lodge - 2009, fully handicap accessible dorm-style housing for up to 40 guests with Restroom/shower areas, Catering kitchen, Meeting/dining room, Office/reception area, and Basement storage area (including water storage tanks for fire suppression system).

Rustic Lodge - 1949, Commercial kitchen, Dining hall, Game room, Cooks quarters, Water treatment facility. A new metal roof was installed in the fall of 2021.

8 Cabins housing 12 persons each

Spruce - 1954

Aspen - 1955

Cedar - 1958

Fir - 1959

Cottonwood - 1959

Evergreen - 1959

Columbine - 1960

Willow - 1965

2 Shower/restroom facilities

Girls - 1955

Boys - 1956

Canteen/Mechanical room - 1954

Infirmary - 1965

Manager's Cabin - 1960

Pine Chapel - 2018 (This was a sleeping cabin (built in 1955) before being converted to a chapel and meeting space.)

Other "permanent" facilities include:

Ramada - 1969, covered open meeting area

Green Cathedral - 1964

Low Adventure Course - 2002

Basketball Court - 2013

Volleyball Court - 1963

Campfire Area - rebuilt 2013

Shuffleboard slab - 1949

Sullivan Chapel - 2005

Soccer Field - 1963

Baseball Field - 1963

Bell Tower - 1949

Flag Pole - 2009

Well House - 1980

Entry Gateway - rebuilt 2014

Non-permanent facilities:

Disc Golf Course - 2012 (Moveable cages and tees)

Labyrinth - 2017 (Native rock delineated)

Serenity Garden - 2019 (Moveable fence, benches and fountain)

Existing Parking/Access

Beaver Creek Youth Camp's campus is accessed by Rio Grande County Road 20A, which ends in the Camp's parking lot. (See Appendix 6)

Existing Utilities and Infrastructure

Water - Beaver's water comes from "Well 1, Case 83 Cw58 Reg/ 24661F, 4/13/78, rated 6 gpm. The water is treated to maintain a free Chlorine level of 0.2 mg/L or greater but less than 2.0 mg/L, as tested weekly in-house. Quarterly "Standard Bacteriological Water Testing" samples are taken by the camp manager and tested by SDC Laboratory.

Bulk raw water is stored in a 2000-gallon tank in the Rustic Lodge to maintain sufficient water supplies during peak usage. Treated (domestic) water is stored in a 2000-gallon tank in the Berkstresser Lodge. One above-ground tank next to Rustic Lodge can be used to store raw water.

Sewer - Wastewater is treated and discharged through six septic tanks and leach fields. Septic tanks are monitored and pumped as needed.

Communications – Landline telephone and internet services are provided by Ciello. Cell phone service is provided by Verizon.

Power - Electric power is provided by San Luis Valley Rural Electric Cooperative.

Heating Fuel Storage - Propane to heat Berkstresser Lodge is stored in a 1000-gallon tank, and for cooking in the Rustic Lodge in a 120-gallon tank, both provided and serviced by South Fork Propane.

Road and Trail Network - Less than one mile of road and trail networks are maintained on Beaver Creek's grounds. The trails are delineated in native rock, and roads for maintenance vehicles generally follow the trails.

Vehicles - The Beaver Creek Camp Commission owns and operates a 1986 Ford van and a 1994 Ford Explorer. Both are insured by Church Mutual Insurance Company.

Public Outreach and Input/Review/Response Process

Public comments and suggestions for Beaver Creek are gleaned through informal conversations with campers and guests. A formal "evaluation" form will be developed and implemented by June 2026.

Participants at Beaver Creek's Christian camps fill out printed evaluation forms, and employees routinely take part in "Rose and Thorns" conversations where good and bad observations are discussed and addressed.

Property and Grounds Development & Maintenance Philosophy

The Beaver Creek Camp Commission has and will continue to develop and maintain Beaver Creek Youth Camp to ensure as little disturbance of the area's natural attributes as possible while increasing opportunities for people to interact positively with the environment. The functionality and aesthetics of man-made structures are of critical importance.

Upgrade Plan

Other than further developing the serenity garden next to the Berkstresser Lodge, no upgrades are planned for 2026.

Maintenance Plan

A master plan to address deferred maintenance and prevent future deferrals will be developed in 2026.

Inspections

Beaver Creek Youth Camp is regularly inspected by camp staff and volunteers. In addition, the Camp is inspected by the Colorado Department of Early Childhood, the Colorado Department of Health and Environment, the U.S. Forest Service, the Rio Grande County Sheriff's Office, South Fork Fire and Rescue, and other organizations and agencies.

**Beaver Creek Youth Camp Commission's
Youth with Disabilities & Special Needs Policy***

Beaver Creek Youth Camp's Berkstresser Lodge meets the requirements of the Americans with Disabilities Act (ADA).

Other facilities are less compliant due primarily to the rugged terrain around them.

Also, Beaver Creek Youth Camp does not have adequate staff-to-camper ratios or Staff with specialized educational, behavioral or medical training to meet the varied and complex needs of some potential campers or guests with disabilities.

Beaver Creek Youth Camp does not have the physical layout to accommodate guests with some specialized equipment. Mechanical lifts, augmentative communication technology, literature for the blind, and TTY for the hearing impaired are not available.

It is the philosophy of the Beaver Creek Camp Commission that all children, including youth with disabilities, are valued and precious members of the community, assets to our communities, are our world's future leaders and could benefit from experiencing time spent at a Christian camp.

(However) The Beaver Creek Camp commission desires that, whenever possible and feasible, reasonable and adequate support will be provided and accommodations made so that a camper with disabilities or special developmental needs can attend Camp. (For example, if a potential camper needs to bring a certified therapy dog to Camp, accommodations should be made at no extra cost to the camper.

Therefore, it will be the policy of the Beaver Creek Camp Commission:

1. to review each camper's application for accommodations individually, in consultation with our Staff, camp director and program manager, the child's parent/legal guardian, and when necessary, primary health care provider.
2. determine if the Camp can meet the needs of the individual; assess the extent of the young person's abilities and disability in light of the Camp's current situation and limitations; and
3. decide if the Beaver Creek Youth Camp can meet the needs of the individual, together with all its campers, in a safe and appropriate manner. If the BCYC Commission decides we cannot meet the needs of that individual, nor make the necessary accommodations for that individual,
4. it will be the policy of the BCYC Commission and its designated representative(s) (for example, the Camp Manager or Program Director) to reluctantly decline the application.
5. If it is determined that the Beaver Creek Camp Commission can meet the needs of the individual, the Camp Manager and/or Director(s) will work with the individual, his or her parent/legal guardian and, when necessary, primary health care provider to develop an emergency evacuation plan to meet the needs of the individual, including emergency evacuation notification procedures, method of transportation for the individual, and transportation of specialized equipment, as appropriate for the individual.

*Addressing: physical, cognitive, neurological, & developmental disabilities and special needs, such as diet, toileting, hygiene, safety and communication.

Proposed and adopted by: Beaver Creek Youth Camp Board of Commissioners on September 24, 2013.
Darwin Thompson—Board President

Amended by digital consent of the BCYC Commission on July 31, 2018. Sue Serak—Commission President.

Appendix 1

Authorization ID: DIV300203
 (03/06)
 Contact ID: BCCC
 0082
 Expiration Date: 12/31/2027
 Use Code: 113

FS-2700-4
 OMB 0596-

U.S. DEPARTMENT OF AGRICULTURE
Forest Service
SPECIAL USE PERMIT
AUTHORITY:

OCCUPANCY PERMITS, AS AMENDED March 4, 1915, ORGANIC ADMINISTRATION ACT June 4, 1897

BEAVER CREEK CAMP COMMISSION, DBA BEAVER CREEK YOUTH CAMP, P O BOX 287,, MONTE VISTA, CO 81144- (hereinafter called the Holder) is hereby authorized to use or occupy National Forest System lands, to use subject to the conditions set out below, on the **Rio Grande National Forest, Divide Ranger District** unit of the National Forest System.

This permit covers **20.84 ACRES, and/or .03 miles** and is described as: **THE NORTHEAST ¼ OF SECCION 20, TOWNSHIP 39 NORTH, RANGE 3 EAST, NEW MEXICO PRINCIPAL MERIDIAN**, as shown on the location map attached to and made a part of this permit, and is issued for the purpose of:

Maintaining the camp buildings, signs, gates, driveways, parking lots, water systems, electric systems, and septic systems associated with the Beaver Creek Youth Camp Facility. The Facility is built on 20.84 acres of Rio Grande National Forest system lands.

The above described or defined area shall be referred to herein as the "permit area".

TERMS AND CONDITIONS

I. AUTHORITY AND GENERAL TERMS OF THE PERMIT

A. Authority. This permit is issued pursuant to the authorities enumerated at Title 36, Code of Federal Regulations, Section 251 Subpart B, as amended. This permit, and the activities or use authorized, shall be subject to the terms and conditions of the Secretary's regulations and any subsequent amendment to them.

B. Authorized Officer. The authorized officer is the Forest Supervisor or a delegated subordinate officer.

C. License. This permit is a license for the use of federally owned land and does not grant any permanent, possessory interest in real property, nor shall this permit constitute a contract for purposes of the Contract Disputes Act of 1978 (41 U.S.C. 611). Loss of the privileges granted by this permit by revocation, termination, or suspension is not compensable to the holder.

D. Amendment. This permit may be amended in whole or in part by the Forest Service when, at the discretion of the authorized officer, such action is deemed necessary or desirable to incorporate new terms, conditions, and stipulations as may be required by law, regulation, land management plans, or other management decisions.

E. Existing Rights. This permit is subject to all valid rights and claims of third parties. The United States is not liable to the holder for the exercise of any such right or claim.

F. Nonexclusive Use and Public Access. Unless expressly provided for in additional terms, use of the permit area is not exclusive. The Forest Service reserves the right to use or allow others to use any part of the permit area, including roads, for any purpose, provided, such use does not materially interfere with the holder's authorized use. A final determination of conflicting uses is reserved to the Forest Service.

G. Forest Service Right of Entry and Inspection. The Forest Service has the right of unrestricted access of the permitted area or facility to ensure compliance with laws, regulations, and ordinances and the terms and conditions of this permit.

H. Assignability. This permit is not assignable or transferable. If the holder through death, voluntary sale or transfer, enforcement of contract, foreclosure, or other valid legal proceeding ceases to be the owner of the improvements, this permit shall terminate.

I. Permit Limitations. Nothing in this permit allows or implies permission to build or maintain any structure or facility, or to conduct any activity unless specifically provided for in this permit. Any use not specifically identified in this permit must be approved by the authorized officer in the form of a new permit or permit amendment.

II. TENURE AND ISSUANCE OF A NEW PERMIT

A. Expiration at the End of the Authorized Period. **This permit will expire at midnight on 12/31/2027.** Expiration shall occur by operation of law and shall not require notice, any decision document, or any environmental analysis or other documentation.

B. Minimum Use or Occupancy of the Permit Area. **Use or occupancy of the permit area shall be exercised at least 100 days each year,** unless otherwise authorized in writing under additional terms of this permit.

C. Notification to Authorized Officer. If the holder desires issuance of a new permit after expiration, the holder shall notify the authorized officer in writing not less than six (6) months prior to the expiration date of this permit.

D. Conditions for Issuance of a New Permit. At the expiration or termination of an existing permit, a new permit may be issued to the holder of the previous permit or to a new holder subject to the following conditions:

1. The authorized use is compatible with the land use allocation in the Forest Land and Resource Management Plan.
2. The permit area is being used for the purposes previously authorized.
3. The permit area is being operated and maintained in accordance with the provisions of the permit.
4. The holder has shown previous good faith compliance with the terms and conditions of all prior or other existing permits, and has not engaged in any activity or transaction contrary to Federal contracts, permits laws, or regulations.

E. Discretion of Forest Service. Notwithstanding any provisions of any prior or other permit, the authorized officer may prescribe new terms, conditions, and stipulations when a new permit is issued. The decision whether to issue a new permit to a holder or successor in interest is at the absolute discretion of the Forest Service.

F. Construction. Any construction authorized by this permit may commence by N/A and shall be completed by N/A. If construction is not completed within the prescribed time, this permit may be revoked or suspended.

III. RESPONSIBILITIES OF THE HOLDER

A. Compliance with Laws, Regulations, and other Legal Requirements. The holder shall comply with all applicable Federal, State, and local laws, regulations, and standards, including but not limited to, the Federal Water Pollution Control Act, 33 U.S.C. 1251 et seq., the Resource Conservation and Recovery Act, 42 U.S.C. 6901 et seq., the Comprehensive Environmental Response, Compensation, and Liability Act, 42 U.S.C. 9601 et seq., and other relevant environmental laws, as well as public health and safety laws and other laws relating to the siting, construction, operation, and maintenance of any facility, improvement, or equipment on the property.

B. Plans. **Plans for development, layout, construction, reconstruction, or alteration of improvements on the permit area, as well as revisions of such plans, must be prepared by a qualified individual acceptable to the authorized officer and shall be approved in writing prior to commencement of work. The holder may be required to furnish as-built plans, maps, or surveys, or other similar information, upon completion of construction.**

C. Maintenance. The holder shall maintain the improvements and permit area to standards of repair, orderliness, neatness, sanitation, and safety acceptable to the authorized officer and consistent with other provisions of this authorization. If requested, the holder shall comply with inspection requirements deemed appropriate by the authorized officer.

D. Hazard Analysis. The holder has a continuing responsibility to identify all hazardous conditions on the permit area which would affect the improvements, resources, or pose a risk of injury to individuals. Any non-emergency actions to abate such hazards shall be performed after consultation with the authorized officer. **In emergency situations, the holder shall notify the authorized officer of its actions as soon as possible, but not more than 48 hours, after such actions have been taken.**

E. Change of Address. The holder shall immediately notify the authorized officer of a change in address.

F. Change in Ownership. This permit is not assignable and terminates upon change of ownership of the improvements or control of the business entity. The holder shall immediately notify the authorized officer when a change in ownership or control of business entity is pending. Notification by the present holder and potential owner shall be executed using Form SF-299 Application for Transportation and Utility Systems and Facilities of Federal Lands, or Form FS-2700-3a, Holder Initiated Revocation of Existing Authorization, Request for a Special Use Permit. Upon receipt of the proper documentation, the authorized officer may issue a permit to the party who acquires ownership of, or a controlling interest in, the improvements or business entity.

IV. LIABILITY

For purposes of this section, "holder" includes the holder's heirs, assigns, agents, employees, and contractors.

A. The holder assumes all risk of loss to the authorized improvements.

B. The holder shall indemnify, defend, and hold the United States harmless for any violations incurred under any such laws and regulations or for judgments, claims, or demands assessed against the United States in connection with the holder's use or occupancy of the property. The holder's indemnification of the United States shall include any loss by personal injury, loss of life or damage to property in connection with the occupancy or use of the property during the term of this permit. Indemnification shall include, but is not limited to, the value of resources damaged or destroyed; the costs of restoration, cleanup, or other mitigation; fire suppression or other types of abatement costs; third party claims and judgments; and all administrative, interest, and other legal costs. This paragraph shall survive the termination or revocation of this authorization, regardless of cause.

C. The holder has an affirmative duty to protect from damage the land, property, and interests of the United States.

The holder shall maintain \$1,000,000.00 worth of insurance coverage, naming the United States additionally insured on the policy(ies), to partially fund the indemnification obligations of the holder for any and all losses due to personal injury, loss of life, or property damage, including fire suppression and hazardous waste costs. The holder shall furnish proof of insurance (such as a surety bond, or certificate of insurance) to the authorized officer prior to execution of this permit and verify annually, and in writing, the insurance obligation to the authorized officer. The authorized officer may allow the holder to replace, repair, restore, or otherwise undertake necessary curative actions, to the satisfaction of the authorized officer, in order to mitigate damages in addition to or as an alternative to monetary indemnification.

D. In the event of any breach of the conditions of this authorization by the holder, the authorized officer may, on reasonable notice, cure the breach for the account at the expense of the holder. If the Forest Service at any time pays any sum of money or does any act which will require payment of money, or incurs any expense, including reasonable attorney's fees, in instituting, prosecuting, and/or defending any action or proceeding to enforce the United States rights hereunder, the sum or sums so paid by the United States, with all interests, costs and damages shall, at the election of the Forest Service, be deemed to be additional fees hereunder and shall be due from the holder to the Forest Service on the first day of the month following such election.

E. With respect to roads, the holder shall be proportionally liable for damages to all roads and trails of the United States open to public use caused by the holder's use to the same extent as provided above, except that liability shall not include reasonable and ordinary wear and tear.

F. The Forest Service has no duty to inspect the permit area or to warn of hazards and, if the Forest Service does inspect the permit area, it shall incur no additional duty nor liability for identified or non-identified hazards. This covenant may be enforced by the United States in a court of competent jurisdiction.

V. TERMINATION, REVOCATION, AND SUSPENSION

A. General. For purposes of this permit, "termination", "revocation", and "suspension" refer to the cessation of uses and privileges under the permit.

"Termination" refers to the cessation of the permit under its own terms without the necessity for any decision or action by the authorized officer. Termination occurs automatically when, by the terms of the permit, a fixed or agreed upon condition, event, or time occurs. For example, the permit terminates at expiration. Terminations are not appealable.

"Revocation" refers to an action by the authorized officer to end the permit because of noncompliance with any of the prescribed terms, or for reasons in the public interest. Revocations are appealable.

"Suspension" refers to a revocation which is temporary and the privileges may be restored upon the occurrence of prescribed actions or conditions. Suspensions are appealable.

B. Revocation or Suspension. The Forest Service may suspend or revoke this permit in whole or part for:

1. Noncompliance with Federal, State, or local laws and regulations.
2. Noncompliance with the terms and conditions of this permit.
3. Reasons in the public interest.
4. Abandonment or other failure of the holder to otherwise exercise the privileges granted.

C. Opportunity to Take Corrective Action. Prior to revocation or suspension for cause pursuant to Section V (B), the authorized officer shall give the holder written notice of the grounds for each action and a reasonable time, not to exceed 90 days, to complete the corrective action prescribed by the authorized officer.

D. Removal of Improvements. Prior to abandonment of the improvements or within a reasonable time following revocation or termination of this authorization, the holder shall prepare, for approval by the authorized officer, an abandonment plan for the permit area. The abandonment plan shall address removal of improvements and restoration of the permit area and prescribed time frames for these actions. If the holder fails to remove the improvements or restore the site within the prescribed time period, they become the property of the United States and may be sold, destroyed or otherwise disposed of without any liability to the United States. However, the holder shall remain liable for all cost associated with their removal, including costs of sale and impoundment, cleanup, and restoration of the site.

VI. FEES

A. Termination for Nonpayment. This permit shall automatically terminate without the necessity of prior notice when land use rental fees are 90 calendar days from the due date in arrears.

B. The holder shall pay in advance a sum determined by the Forest Service to be the fair market value of the use granted by this authorization for a one year period. The payment is set at \$ 974.94 for the initial 2008, one year period. Payments for each subsequent one year period shall be the amount of the payment for the initial period, adjusted using an appropriate indexing factor to reflect more nearly the current fair market value of the use at the beginning of the new period. At certain intervals the Forest Service shall review the fee and adjust the fee as necessary to assure that it is commensurate with the fair market value of the authorized rights and privileges, as determined by appraisal or other sound business management principles.

C. Payment Due Date. The payment due date shall be the close of business on **JANUARY 31st** of each calendar year payment is due. Payments in the form of a check, draft, or money order are payable to USDA, Forest Service. Payments shall be credited on the date received by the designated Forest Service collection officer or deposit location. If the due date for the fee or fee calculation statement falls on a non-workday, the charges shall not apply until the close of business on the next workday.

D. Late Payment Interest, Administrative Costs and Penalties Pursuant to 31 U.S.C. 3717, et seq., interest shall be charged on any fee amount not paid within 30 days from the date the fee or fee calculation financial statement specified in this authorization becomes due. The rate of interest assessed shall be the higher of the rate of the current value of funds to the U.S. Treasury (i.e., Treasury tax and loan account rate), as prescribed and published by the Secretary of the Treasury in the Federal Register and the Treasury Fiscal Requirements Manual Bulletins annually or quarterly or at the Prompt Payment Act rate. Interest on the principal shall accrue from the date the fee or fee calculation financial statement is due.

In the event the account becomes delinquent, administrative costs to cover processing and handling of the delinquency will be assessed.

A penalty of 6 percent per annum shall be assessed on the total amount delinquent in excess of 90 days and shall accrue from the same date on which interest charges begin to accrue.

Payments will be credited on the date received by the designated collection officer or deposit location. If the due date for the fee or fee calculation statement falls on a non-workday, the charges shall not apply until the close of business on the next workday.

Disputed fees are due and payable by the due date. No appeal of fees will be considered by the Forest Service without full payment of the disputed amount. Adjustments, if necessary, will be made in accordance with settlement terms or the appeal decision.

If the fees become delinquent, the Forest Service will:

Liquidate any security or collateral provided by the authorization.

If no security or collateral is provided, the authorization will terminate and the holder will be responsible for delinquent fees as well as any other costs of restoring the site to its original condition including hazardous waste cleanup.

Upon termination or revocation of the authorization, delinquent fees and other charges associated with the authorization will be subject to all rights and remedies afforded the United States pursuant to 31 U.S.C. 3711 *et seq.* Delinquencies may be subject to any or all of the following conditions:

Administrative offset of payments due the holder from the Forest Service.

Delinquencies in excess of 60 days shall be referred to United States Department of Treasury for appropriate collection action as provided by 31 U.S.C. 3711 (g), (1).

The Secretary of the Treasury may offset an amount due the debtor for any delinquency as provided by 31 U.S.C. 3720, *et seq.*)

VII. OTHER PROVISIONS

A. Members of Congress. No Member of or Delegate to Congress or Resident Commissioner shall benefit from this permit either directly or indirectly, except when the authorized use provides a general benefit to a corporation.

B. Appeals and Remedies. Any discretionary decisions or determinations by the authorized officer are subject to the appeal regulations at 36 CFR 251, Subpart C, or revisions thereto.

C. Superior Clauses. In the event of any conflict between any of the preceding printed clauses or any provision thereof and any of the following clauses or any provision thereof, the preceding printed clauses shall control.

D. Fees - Organizational Camps (A-16).

The annual fee due the United States for the activities authorized by this permit shall be calculated using the following formula:

Fee = Land Use Fee + Other Revenues Fee + Facility Use Fee, where:

1. Land Use Fee. The Land Use Fee = .05 (Acres x Value Per Acre x Annual Adjustment Factor) ?
Reductions for Priority 1 and Priority 2 Use.

The land use fee may be offset pursuant to section 3 of the Federal Timber Contract Payment Modification Act (16 U.S.C. 539f). This offset work and its value shall be documented and agreed to in advance.

(a) The Value Per Acre is the estimated per-acre market value of land and buildings in the county where the camp is located, as reported in the most recent Census of Agriculture conducted by the National Agricultural Statistics Service. The Annual Adjustment Factor is the annual compounded rate of change between the two most recent Censuses of Agriculture.

(b) Reductions to the land use fee for Priority 1 and Priority 2 use are calculated as follows:

Priority 1 - Reduce the annual land use fee proportionate to the number of individuals with a disability and children at risk annually who attend the organizational camp.

Priority 2 - Reduce the remaining land use fee amount by up to 60 percent, proportionate to the number of persons annually who attend the organizational camp and participate in youth programs through organized and supervised social, citizenship, character-building, or faith-based activities oriented to outdoor recreation experiences.

(c) The land use fee may not be reduced below the minimum land use fee. The minimum land use fee is \$300, unless adjusted by the region where the organizational camp is located, per FSM 2715.04b, paragraph 1. The minimum fee is due in advance of use and is not refundable.

2. Fee Based on Other Revenues. Revenue derived under this permit for purposes other than to introduce young people or individuals with a disability to activities that they may not otherwise experience and to educate them on natural resource issues is subject to a fee of 5 percent of adjusted gross revenue.

The fee based on other revenues may be offset pursuant to section 3 of the Federal Timber Contract Payment Modification Act (16 U.S.C. 539f). This offset work and its value shall be documented and agreed to in advance. Estimated fees based on other revenues shall be calculated on an Estimated Fee Determination Sheet. Payments shall be made N/A in advance of use.

(a) Documentation of Revenue. Separately document revenue derived under this permit for purposes of introducing young people or individuals with a disability to activities that they may not otherwise experience and to educate them on natural resource issues, from revenue derived under this permit for other purposes.

(b) Accounting Records and Access. The holder shall follow generally accepted accounting principles or another cash basis of accounting in recording financial transactions. When requested by the Forest Service, the holder at its expense shall have its annual accounting records audited by an independent public accountant acceptable to the Forest Service. The holder shall make all of the accounting books and supporting records for the business activities authorized by this permit available for audit by the Forest Service or other federal agencies authorized to review Forest Service activities. The holder shall retain these records and make them available for review for 5 years after the end of the year in which they were generated, unless disposition is otherwise authorized by the Forest Service in writing.

E. Insurance (B10). The holder shall have in force public liability insurance covering a combined single limit in the amount of 1,000,000.00. The minimum amount and terms are subject to change at the sole discretion of the authorized officer at the five-year anniversary date of this authorization. The coverage shall extend to property damage, bodily injury, or death rising out of the holder's activities under the authorization including, but not limited to, occupancy or use of the land and the construction, maintenance, and operation of the structures, facilities, or equipment permitted by this authorization. Such insurance shall also name the United States as additionally insured. The holder shall send an authenticated copy of its insurance policy to the Forest Service immediately upon issuance of the policy. The policy shall also contain a specific provision or rider to the effect that the policy shall not be cancelled or its provisions changed or deleted before thirty (30) days written notice to the authorized officer at Divide Ranger District, 13308 West Highway 160, Del Norte, Colorado 81132 by the insurance company.

F. Drinking Water Systems (B38).

1. The holder, as the water supplier and owner or operator of the drinking water system, is responsible for compliance with all applicable Federal, State, and local drinking water laws and regulations for the operation and maintenance of a public water system. This includes, but is not limited to, developing, operating, and maintaining the system, and conducting drinking water testing and taking the appropriate corrective and follow-up actions in accordance with Federal, State, and any other applicable requirements. For the purposes of this authorization, public water systems are defined in the Safe Drinking Water Act, as amended (42 U.S.C. 300f et seq.), and in the National Primary Drinking Water Regulations, Title 40, Code of Federal Regulations, part 141 (40 CFR part 141), or by State regulations if more stringent.

2. When the permit holder operates Federally owned systems (for example, when the permit is authorized under the Granger-Thye Act), the holder shall meet additional requirements for public and nonpublic water systems consistent with FSM 7420. Requirements under FSM 7420 applicable to the permit holder are set forth in an appendix to the permit entitled "Operation of Federally Owned Drinking Water Systems" (Form FS-2700-4h-Appendix F).

3. For Federally owned systems, the holder shall notify and consult with the Forest Service within 24 hours or on the next business day after notification by the laboratory of a sample that tests positive for microbiological contamination. The holder shall notify and consult with the Forest Service within 48 hours of notification of a maximum contaminant level violation or an acute violation.

4. The holder shall retain all records as required by applicable laws and regulations. The holder agrees to make the records available to the Forest Service and to any other regulatory agency authorized to review Forest Service activities. Copies of microbiological test results for Federally owned water systems shall be forwarded monthly to the Forest Service by the 15th of the month following the sampling date. Copies of other required records for Federally owned systems shall be forwarded annually to the Forest Service within 15 days of the end of the operating season for seasonal sites or within 15 days of the end of the calendar year for year-round operations. The holder shall surrender all records for a Federally owned system to the Forest Service upon permit termination or revocation.

5. For Federally owned systems, the holder shall provide the name of the water system operator in writing to the Forest Service and notify the authorized officer within 72 hours of a change in personnel.

G. Operating Plan (C8). **The holder shall provide an Operating Plan and revise the plan every year.** The plan shall be prepared in consultation with the authorized officer or designated representative and cover operation and maintenance of facilities, dates or season of operations, and other information required by the authorized officer to manage and evaluate the occupation and/or use of National Forest System lands. The provisions of the Operating Plan and the annual revisions shall become a part of this authorization and shall be submitted by the holder and approved by the authorized officer or their designated representative(s). This Operating Plan is hereby made a part of the authorization.

H. Use by Other Groups (X16). This authorization is issued with the understanding that the holder will make the camp and facilities available for use by other groups and organizations to the extent possible to obtain the greatest total use during the year: Provided, that the use by other groups does not conflict with the scheduled use by the holder. The holder will furnish the authorized officer annually on or before May 1, a schedule of use, organizations using, and planned number of users.

I. Regulating Services and Rates (X22). The Forest Service shall have the authority to check and regulate the adequacy and type of services provided the public and to require that such services conform to satisfactory standards. The holder may be required to furnish a schedule of prices for sales and services permitted by the authorization. Such prices and services may be regulated by the Forest Service: Provided, that the holder shall not be required to charge prices lower than those charged by comparable or competing enterprises.

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0082. The time required to complete this information collection is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or family status. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call (800) 975-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider and employer.

The Privacy Act of 1974 (5 U.S.C. 552a) and the Freedom of Information Act (5 U.S.C. 552) govern the confidentiality to be provided for information received by the Forest Service.

<USE THIS SIGNATURE PAGE FOR INDIVIDUAL(S), PARTNERSHIPS, BUSINESSES, AND ALL NONCORPORATE ENTITIES. >

This permit is accepted subject to the conditions set out above.

HOLDER NAME: BEAVER CREEK CAMP COMMISSION

Forest Service

By: [Signature]
(Holder Signature)

By: Roy Ratzliff
(Holder Signature)

Date: 3-27-08

U. S. DEPARTMENT OF AGRICULTURE

Forest Service

By: [Signature]
(Authorized Officer Signature)

Don S. Dallas Forest Supervisor
(Name and Title)

4/22/2008
(Date)

BYLAWS OF THE BEAVER CREEK CAMP COMMISSION

1. NAME.

The name of the organization shall be the Beaver Creek Camp Commission (“the Commission”).

2. PURPOSE and IDENTITY.

- A. The Beaver Creek Camp Commission is an association of churches.
- B. The purpose of the Commission is to promote Christian education, recreation, and social welfare of youth and adults, irrespective of disabilities, creed, or ethnicity during the summer Christian Youth Camp season. In the off-Christian camp seasons, the Commission and Camp are to serve as resources for Christian and non-Christian organizations and groups for their own retreats, gatherings, etc.
- C. The Commission shall be a self-governing body of Association Churches (defined in section 3, paragraph A below) responsible for programming, site maintenance and improvement, and administration at the Beaver Creek Youth Camp, also known as Beaver Creek Experience, Beaver Creek Christian Camp, and Beaver Creek Retreat Center. (Known as Camp for the remainder of this document.)

3. MEMBERSHIP.

- A. ASSOCIATION CHURCHES of the Commission include Alamosa First United Methodist Church, Center United Methodist Church, Monte Vista Community Methodist Church, Mosca Community Church, Saguache United Methodist Church, Sargent Community Church, Bowen Community Church and Pioneer United Church of Del Norte, Colorado.
- B. ADDING AND REMOVING ASSOCIATION CHURCHES
 - i. A church may become an Association Church of the Beaver Creek Camp Commission by:
 - a. submitting a written petition to become an Association Church along with a written pledge to support the Commission in its purpose through prayer, financial gifts and/or gifts-in-kind, service to the Camp, and active representation on the Commission,
 - b. approval of the petition by a majority of the Commissioners present at a scheduled meeting of the Commission, and
 - c. ratification by two-thirds of the existing Association Churches.
 - ii. A church may be removed as an Association Church by either of the following:
 - a. the church submitting a written request to disassociate from the Beaver Creek Camp Commission and a majority of the Commissioners at a scheduled meeting, approving the request for disassociation.
 - b. a motion made and seconded by Commissioners to remove the church from the Commission, the motion approved by a majority of the Commissioners at a scheduled meeting of the Commission and ratification of the motion by two-thirds of the existing Association Churches.
- C. ASSOCIATION CHURCH REPRESENTATIVES.
 - i. Each Association Church shall annually appoint Two (2) delegates (either lay or clergy affiliated (but not appointed or employed) with their church or charge in retired or honorable location status with their respective jurisdictional body) to serve as Representatives on the Commission with rights of both voice and vote.
 - ii. ONE (1) appointed (or designated/employed) pastor of each Association Church (or charge)

shall serve as a Representative on the Commission with rights of both voice and vote.

iii. Each Association Church should inform the Commission President of any changes in representation to the Commission as soon as possible so new representatives may be informed of meetings and considered for officer positions if appropriate.

D. AT-LARGE REPRESENTATIVES

- i. At-large representatives may be nominated and elected by the Commission from individuals or organizations using the Camp or other parties interested in supporting the Camp for a two-year term.
- ii. At-large representatives may be re-elected for additional two-year terms.
- iii. At-large representative may resign from the Commission at any time.
- iv. No more than SIX (6) At-Large members may serve at any one time.

D. EX-OFFICIO REPRESENTATIVES shall include the Beaver Creek Camp manager.

4. OFFICERS

In order to better fulfill its purpose and in order to maintain good order, the Commission shall annually elect at the first meeting of each calendar year the following officers charged with described responsibilities:

A. PRESIDENT. The President shall be elected annually from the membership of the Commission (with the suggestion that any President has at least one-year prior experience on the Commission) and charged with the following responsibilities:

- i. to call and to chair all meetings of the Commission, including those specified in the bylaws and any meetings to attend to camp business.
- ii. to set an agenda for each meeting in consultation with the Camp Manager, other officers, task forces, or representatives as needed.
- iii. to act as signatory on behalf of and with approval of the Commission as Trustees to all real and personal property owned by Beaver Creek Camp Commission or in any legal matter requiring signature.

B. VICE PRESIDENT. The Vice-President shall be elected annually from the membership of the Commission and charged with the following responsibilities:

- i. to preside over all called Commission meetings in the President's absence.
- ii. to assist the President in the performance of her/his duties as needed.
- iii. to succeed the President in the event the President cannot fulfill her/his duties and/or must withdraw membership from the Commission.

C. SECRETARY. The Secretary shall be elected annually from the membership of the Commission and charged with the following responsibilities:

- i. to take minutes as the official record of proceedings and decisions at each Commission meeting.
- ii. to present the minutes from previous Commission meetings for correction and/or adoption by the Commission.
- iii. to author and send any correspondence on behalf of and with the approval of the Commission, including correspondence to Commission members for the purpose of meeting notification, minutes disbursement, etc.

D. TREASURER. The Treasurer shall be elected either from the membership or appointed as a

person the Commission considers particularly qualified to fulfill the duties of the position. If the elected Treasurer is not a member of the Commission, she/he will be considered an ex officio member. The Commission has the authority to make the Treasurer a paid staff position or contracted employee of the Camp. The Treasurer shall have the following responsibilities:

- i. to assist the Camp Manager with the disbursement of all money received by the Camp for any and all operating expenses of the Camp, including maintenance needs, in accordance with the budget set by the Commission.
- ii. to assist the Camp Manager with the disbursement of all money approved by the Commission for extraordinary expenses such as capital improvements, major maintenance, or expenses that significantly exceed budgeted amounts.
- iii. to submit regular and detailed reports on all funds received and expended to the Commission.
- iv. to make provision for an annual audit of the financial records, which will be reported to the Commission and made available to the Association Churches. The audit is to be completed by February 1st or in the event there is a change of personnel.
- v. to prepare an annual report to the Commission of all designated funds that are separate from the current expenses budget.
- vi. to prepare the following reports and submit them to the respective agencies;
 - a. Wage Report W-2; W-3; Board of Services Online (BSO for the Social Service Administration (SSA)
 - b. Annual Transmission of State W-2 Forms; Colorado Department of Revenues
 - c. Payroll Audit Report of Wages; Church Mutual Insurance
 - d. Exempt Property Report Religious Purposes; coila.Colorado.gov/exemptions
 - e. Return of Organization Exempt from Income Tax; The Beaver Creek Camp Commission
 - f. Return of Organization Exempt from Income Tax; Internal Revenue Service (IRS)
 - g. Organization Camp Worksheet; USDA Rio Grande National Forest Service, Divide District
 - h. Contribution Receipts; All monetary and gifts-in-kind donors

E. EXECUTIVE COMMITTEE. The Executive Committee shall consist of the President, VicePresident, Secretary, Treasurer and two other available members of the Commission, and shall be empowered to act on behalf of the Commission in between regularly scheduled meetings.

- i. Minutes shall be taken at every Executive Committee meeting and shall be reported at the next Commission meeting.

5. NOMINATIONS AND ELECTIONS.

A. NOMINATING COMMITTEE. The Commission shall appoint three persons to serve as a Nominating Committee with the following responsibilities:

- i. to present a slate of nominees for election at the first meeting of the year including: (a) one person to fill each officer position listed in the bylaws as well as any ad-hoc positions approved by the Commission; and, (b) any person to fill each vacancy of at-large representatives.
- ii. to develop and maintain in cooperation with the Camp Manager, and the approval of the Commission job descriptions for all paid Staff, including the Camp Manager and any volunteer staff positions for camps organized and directed by Camp Staff or the Commission.

B. ELECTIONS.

- i. At the first meeting of the year, the Commission shall hear the nominations report and then hold elections for all officer positions and vacant at-large representative positions.
- ii. In case of a mid-term vacancy, a new person shall be elected to fill the position at the next

meeting of the Commission upon recommendation by the Nomination Committee.

iii. Additional nominations may be made from the floor at any election.

iv. A simple majority of representatives present is required for election. In the event a simple majority is not met, a run-off election will be held during the same meeting between the top two candidates.

v. Officers shall serve a one-year term, and may be re-elected in subsequent years.

6. MEETINGS.

A. There shall be at least four regular meetings of the Commission each year. Meetings, in addition to regular Commission meetings, may be called by the President.

B. Members of the Commission shall be notified in writing or by email if an address is provided by the commission member, at least TEN (10) days in advance of all meeting times and locations, not including Executive Committee meetings.

C. QUORUM. FIVE (5) Commission members representing at least THREE (3) of the Association Churches present at an announced meeting shall constitute a quorum and shall be authorized to conduct the business of the Commission

D. Robert's Rules of Order shall be the parliamentary authority for all cases not governed by the bylaws.

7. PERSONNEL COMMITTEE

Responsibilities:

The Committee has the responsibility to oversee the camp personnel policies, including fair employment practices, annual review of compensation for the Staff, and carrying out the following duties:

- Act as a support and advisory group for the Commission and all staff members
- Confer with the camp manager on issues of concern
- Encourage professional growth and development of all the Staff
- Recommend job or position descriptions to the Commission
- Be a safe place of recourse; any employee with an unresolved issue with the camp manager or another staff person should contact the Chair of the Personnel Committee
- Recommend salary or compensation for Staff by presenting first to the Finance Committee, then to the Commission

The Personnel Committee may provide:

- Counsel and support for the Staff
- A place to deal with issues as they arise and before they become serious
- Clearly define expectations for the Staff
- Make recommendations to the Commission on policies, procedures, and practices that will advance the mission of the Camp

Membership:

All members of the Personnel Committee shall be appointed by the Commission.

Representation should be from the churches represented on the Commission. The Committee shall be chaired by a chairperson who may call meetings based upon need and at a mutually agreed upon time.

Role of the Committee Chairperson:

- Will contact staff members to report on Commission decisions that affect them
- Will call meetings and submit a report on all meetings to the Commission

- Assure that all employee records are secure, current, and up to date, including contact information, job descriptions, performance reviews, salary records, background checks, vacation/sick, and other leave.

Relationships and Accountability:

The Committee is accountable to the Commission and will present a written report to the Commission following each meeting.

NOTE: The role of the Personnel Committee is to determine whether employees are adequately carrying out the strategic goals set by the Commission. If members of the Personnel Committee feels that the strategic goals should be changed, they should take that discussion to the Commission, not to an employee.

8. BUDGET & FINANCIAL CONCERNS

- For the purpose of budget and financial records, the fiscal year of the Commission and Beaver Creek Camp shall be from January 1st through December 31st.
- The Commission shall be responsible for the passage of a budget, including expected expenses, rate structure, and estimated camper attendance by the February meeting of the fiscal year.
- Approval of the proposed budget requires a simple majority of representatives present.
- The Camp Manager and Treasurer are charged with developing a proposed budget, which must be presented in writing to the members of the Commission at least TEN (10) days prior to consideration by the Commission at the February meeting.
- The Commission shall maintain at least two financial accounts—one for budget and operational expenses administered by the Camp Manager and the Treasurer; and one designated for capital improvements and memorial gifts not given for operating expenses administered by the Treasurer and the Commission.
- The Commission shall have the authority to borrow money from the capital improvements/memorials fund for use in the operating budget, when necessary, with the stipulation that the funds borrowed will be repaid at no interest. Such authority shall be enacted by a 60% vote of the Commission on a designated amount recorded in the minutes. Each outstanding balance shall be paid within 36 months of the Commission meeting authorizing the loan, to be reviewed annually.

9. AMENDMENTS

- The Bylaws may be amended at any called meeting of the Commission.
- Any proposed amendments must be presented in writing to the members of the Commission at least TEN (10) days prior to consideration by the Commission.
- Approval of a proposed bylaw amendment requires a simple majority of representatives present.
- Any amendment of the Bylaws passed by the Commission which alters any responsibility, financial or otherwise, of the Association Churches must also be approved by the administrative bodies of TWO-THIRDS of the Association Churches before it may be enacted. If less than two-thirds of Association Churches approve, the amendment fails.

10. MOTIONS AND VOTING VIA ELECTRONIC COMMUNICATION

Items from standing committees that only need approval or acceptance of the Beaver Creek Camp Commission may be voted on via electronic communication or telephone response. A motion to approve or accept a committee report is made by the chairman and seconded by a committee member. The time allowed for voting shall be seven (7) days from the original transmission.

2026 Beaver Creek Camp Commission:

Amanda Daniell-At large. amandamdaniell@gmail.com

Carla Clutter-Vice President, Monte Vista Community Church, carlaclutter07@gmail.com

Steve Dunkel-Clergy, Monte Vista Community Church & Mosca Community Church,
srdunk007@yahoo.com

Gene Haning-Manager, Secretary, (non-voting), manager@beavercreekcamp.org

Don Henderson-Treasurer, Monte Vista Community Church, patlhenderson@outlook.com

Jack Martz-Pioneer United Church, 1jackmartz@gmail.com

Nancy Mead-Clergy, Alamosa First United Methodist Church, Center First United Methodist Church,
Saguache United Methodist Church, nancmead59@gmail.com

Janet Myers-Center United Methodist Church, janet.k.5472@gmail.com

Robert Nicholson-Clergy, Bowen Community Church and Sargent Community Church,
bowencommunitychurch@gmail.com

Mike Norris-Saguache United Methodist Church, norrismike358@gmail.com

Darwin Thompson-Sargent Community Church, dthompson048@gmail.com

Sue Serak-Alamosa UMC, sueserak@hotmail.com

Jennifer Smead-President, Mosca Community Church, Jennifer.smead@hotmail.com

Linda Warsh-Center United Methodist Church, lswarch@gmail.com



BEAV600

OP ID: A1

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/17/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Colorado Insurors Service, Inc www.coloradoinsurors.com 333 W. Hampden Avenue #900 Englewood, CO 80110	303-789-1854	CONTACT NAME: Michael J. Gallagher PHONE (A/C, No, Ext): 303-789-1854 FAX (A/C, No): 303-762-0644 E-MAIL ADDRESS:													
	<table border="1"> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A: ATEGRITY SPECIALTY IN CO</td> <td></td> </tr> <tr> <td>INSURER B:</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: ATEGRITY SPECIALTY IN CO		INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:
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INSURER E:															
INSURER F:															
INSURED Beaver Creek Camp Commission Attn: Don Henderson PO Box 186 South Fork, CO 81154															

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

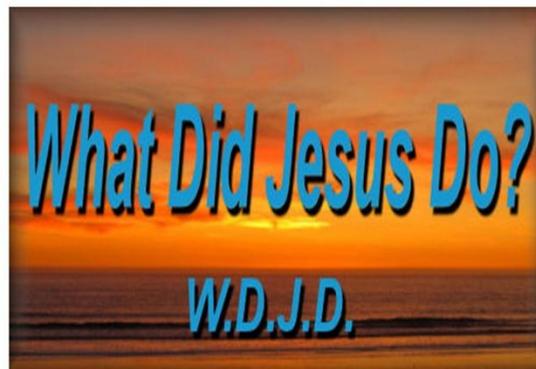
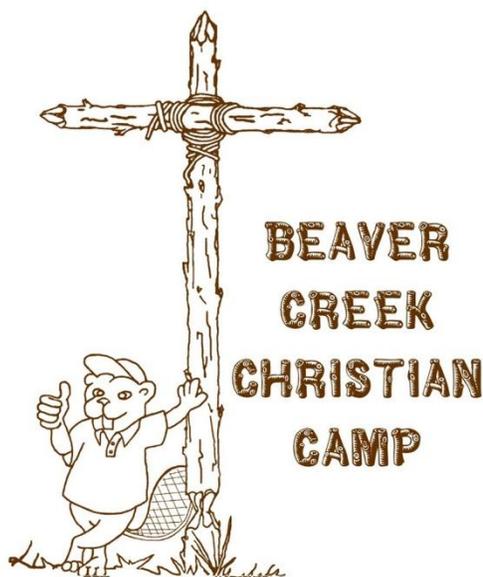
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X	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		01-C-PK-P2-25-13-0	01/01/2025	01/01/2026	EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
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	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

Certificate will never

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, National Remarks Schedule, or other schedule if more space is required)
LOCATION: 885 County Road 20A; South Fork, CO 81154
Certificate holder is included as additional insured, as respects form CG20134013

CERTIFICATE HOLDER Rio Grande National Forest Divide Randger District 13308 W. Hwy 160 Del Norte, CO 81132-9769	RIOGRAN	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Michael J. Gallagher</i>	

BEAVER CREEK CHRISTIAN CAMP 2026



Employee Handbook

TRAVEL TO AND FROM CAMP AND TIME BETWEEN CAMP SESSIONS

Beaver Creek Youth Camp staff are responsible for their own transportation to and from Camp. It is each individual's responsibility, NOT that of Beaver Creek Youth Camp, to know and abide by all laws and regulations relating to that transportation.

Staff who are 18 years or older may stay or leave campus between camp sessions (usually Friday afternoon through Sunday morning). Meals will not be provided. Leftover food from the previous camp session may or may not be available.

Staff under 18 may leave Camp only if picked up by a parent or guardian or with signed, written consent from a parent or guardian to leave campus with a specifically named individual or individuals.

STAFF DEVELOPMENT

All Staff must attend a mandatory training program that includes expectations and guidelines, curriculum, and Adventure Course training. There will be a time for Staff to become familiar with the Camp's trails, vegetation, and terrain.

We'll review the Camp's existing rules, policies, and covenants and develop specific covenants for 2026.

Specific responsibility assignments and schedules (including time off) will be developed.

There will be an extensive curriculum review with time for Staff to learn the material, develop presentation methods and practice projects.

Colorado state-mandated training, such as "Child Abuse Prevention, Detection and Reporting," and health and safety standards will be covered. All Beaver Creek Youth Camp staff must sign a statement that they have had and understand the training before working with or around campers.

BEHAVIOR AT CAMP

Beaver Creek Youth Camp operates under a combination of Rules and Regulations-based management and a Covenant-based relationship with our Lord and his creation, campers, and camp staff.

"You must love the Lord your God with all your heart, with all your being, and with all your mind. This is the first and greatest commandment. And the second is like it: You must love your neighbor as you love yourself." Matthew 22:37-40 (CEB)

With these commandments as the foundation, some rules and covenants will be in place before Staff arrive, and others will be developed by and between campers and Staff.

Everyone should be aware of the following adaptations from the Beaver Creek Youth Camp Commission Policy and Procedures Manual:

- Recognizing that loving our God includes good stewardship of the gifts given to us, vandalism, breakage, or damage to equipment, buildings, or grounds will not be tolerated. Such activity may require restitution by the parent/guardian/or immediate dismissal without refund.
- Bullying is contradictory to loving our neighbors. Thus, Beaver Creek Youth Camp has a ZERO TOLERANCE policy for bullying, including, but not limited to, physical, verbal and emotional bullying. A call home will be made and counseling offered; however, continued bullying will result in the offender being sent home without a refund.
- Drugs, alcohol and tobacco are detrimental to loving God, our neighbors and ourselves. Possession of drugs or alcohol is grounds for immediate dismissal without a refund. Possession of tobacco will result in confiscation and a call home for the first offense and immediate dismissal without a refund for a second offense.

All rules and regulations that apply to campers also apply to camp employees.

DRUG POLICY SPECIFIC TO BCYC EMPLOYEES

Beaver Creek Youth Camp has a zero-tolerance policy for illegal drugs on and off campus. Staff members, paid and volunteer, may be tested at random during Staff Development, throughout the camp season, and/or when the camp manager or a director has reasonable suspicion of drug use. Staff members involved in an incident that requires a camper or staff member to receive medical treatment away from Camp, or that results in a fatality, may also be tested.

An individual testing “non-negative” on any drug test may immediately be terminated from the Staff of Beaver Creek Youth Camp and excluded from the camp property. The tested individual may initiate an appeal of a “non-negative” test result at his or her own expense.

It should be noted that while marijuana use is permitted by Colorado state law, its use is unlawful under federal law. Therefore, an employer may (according to the Colorado Supreme Court, Case No. 13SC349, Coats v. Dish Network) prohibit marijuana use, including medical marijuana, on and off duty.

Beaver Creek Youth Camp does prohibit marijuana use on and off duty.

It should also be noted that the drug test kit that Beaver Creek Youth Camp uses can detect certain drugs and/or their metabolites up to 30 days after they have been ingested.

PERSONAL APPEARANCE

Beaver Creek Youth Camp does not have a defined “dress code.” The Parent/Guardian Handbook does, however, list clothing that should not be brought to Camp, including:

- Open-toed shoes (except shower shoes) (the medical Staff is tired of bandaging toes)
- Halter tops
- Spaghetti strap tops
- Tube tops
- Low cut and bare midriff or cut-off tops
- Shirts with sides cut out.
- Inappropriate or vulgar logos Short shorts
- Clothing with inappropriate holes

Also, camp staff should present themselves as individuals whom parents will be comfortable leaving their children with. I.e., extreme hairstyles, piercings, and excessive makeup should be avoided.

STAFF/STAFF RELATIONSHIP EXPECTATIONS

Keep each other in prayer and build Christ-like care for one another. Practice Christian attitudes (Fruit of the Spirit, Galatians 5:22-23).

Encourage each other to care for their bodies and minds, eat well, sleep, and exercise. Be respectful of other Staff. Communicate with others if you will be gone.

Do not allow your relationship with other Staff to compromise your position with the campers. For example, by having late-night parties, spending Camp free time with other Staff instead of campers, or playing pranks instead of using your energy for the campers’ benefit.

Overt demonstrations of affection in anything other than a tone of platonic friendship are prohibited at Camp. We understand that Camp is a social environment, but appropriate behavior is expected at all times. Campers emulate Staff, and our job is to place campers in the most relaxed emotional and psychological environment possible.

SEXUAL HARASSMENT

Sexual harassment is “unwelcome sexual advances, requests for sexual favors, slurs, jokes and other verbal or physical conduct of a sexual nature.” Our goal at Beaver Creek Youth Camp is to maintain an environment free of sexual harassment. Any work-related complaints should be filed with the Camp Manager. All reports of sexual harassment will be kept confidential and will be promptly investigated. Beaver Creek will take appropriate disciplinary action against any employee found to have engaged in sexual harassment, up to and including discharge. Be assured that no retaliatory action will be taken against an employee who makes a good-faith report of sexual harassment.

CELL PHONES, TABLETS AND OTHER ELECTRONIC EQUIPMENT

Campers may not have cell phones, tablets, gamepads or other electronic equipment (other than digital cameras that cannot connect to the internet or cell towers) on campus. Camp staff are expected to set an example. Please do not bring cell phones, tablets, laptops, etc., to Camp!

If you must have access to a cell phone or other communication device during camp sessions, please notify the Camp Manager for special arrangements.

STAFF/CAMPER RELATIONSHIPS AND EXPECTATIONS

At Camp, we see campers and Staff as seeds. While they are at Camp, we will do our best to nourish and care for them, understanding that they already have what they will become inside of themselves. We do not see campers as clay for us to shape into what we would like, nor as blank slates on which we write our view of the world. In other words, we are all children of God through whom others can see the face of Christ, and none of us is here to control someone else’s beliefs or opinions.

COUNSELING GUIDELINES

- Come to Camp with the proper spirit – that of a servant.
- Love your campers.
- Be where your campers are.
- Do not be afraid to let go and have fun – just remember you are the adult.
- Remember that the campers are not adults. Sometimes they do things carelessly and not intentionally.
- Campers are the reason we are here. Their safety and experiences are our top concerns.
- Protect your own privacy. Use common sense in discussions.
- You are setting an example for the campers. Please watch your language and actions in front of them.
- Earn the campers’ respect by giving them your respect. Never intentionally embarrass campers.
- Appropriate expressions of affection include a pat on the back and a shoulder hug.
- Inappropriate expressions of affection include a body-to-body embrace, a pat on the bottom, or a kiss.

COMMUNICATING WITH CAMPERS

- Speak in a language they understand.
- Call them by their preferred name.
- Provide explanations for actions taken.
- Speak at eye level and make eye contact.
- Use active listening skills.
- DO NOT speak with a camper “in private.” Always have a second staff member present.
- It sounds harsh, but post-camp communications with campers are discouraged. If you feel you must communicate with campers, use postcards only, never letters or electronic media.

SENSITIVE ISSUES

The intimate and intense setting of a resident camp can provide fantastic opportunities to share about a myriad of issues. That is one of its joys. It can also be a challenge when uncomfortable topics arise. Sensitive issues might include smoking, tattoos, body piercing, sexuality, dating, cults, ghost or horror stories, divorce, and Staff's personal lives.

In most cases, staff members should avoid discussing sensitive issues. If they do come up, follow these guidelines when sharing with campers:

- There are no one-on-one discussions with campers. Make sure at least one other staff member is present.
- Avoid or use extreme discretion when sharing personal lives.
- Be honest.
- Be non-judgmental.
- Be age and maturity-appropriate.
- Encourage positive Christian moral values.
- Share theology and social principles compatible with biblical teachings. When in doubt, seek guidance from the Camp Director and/or Camp Manager.
- It's okay for campers and Staff to say, "I'm not comfortable talking to you about that."
- Never share explicit information with campers.
- Never agree to keep a secret.

Staff are not alone. Talk with the Camp Director and/or Camp Manager for guidance in an uncomfortable situation.

SPECIFIC POLICIES CONCERNING SEX AND SEXUALITY

Beaver Creek employees shall not initiate conversations about sex or sexuality with campers or Staff under 18 years old.

If a camper asks about sex or sexuality or brings it up in conversation:

- Make sure another staff member is present.
- Explain in age-appropriate terms that the topic is very controversial and that you are not an appropriate person to discuss it with.
- If the camper persists and/or you sense more than curiosity, be non-judgmental and supportive and contact the Camp Director or Camp Manager.

DISCIPLINE

Campers must understand what is expected of them and the consequences of not meeting these expectations from the beginning of Camp. Camp staff will explain the general rules and covenants of Beaver Creek Youth Camp on the first evening of each camp session. Further expectations (covenants and/or rules) may be developed by the campers (with camp staff guidance), giving the campers "buy-in" for what is expected of them and what is not acceptable.

Hopefully, understanding proper behavior, limits and expectations will decrease the need for discipline.

Before a camper is disciplined, camp staff must determine what precipitated the need for discipline, i.e., talk to the camper. Was the offense deliberate or done out of a misunderstanding of expectations?

If discipline does become necessary, it must be positive. It is essential to keep in mind that we discipline out of love and concern for the camper. We are trying to work WITH the camper, positively influence their lives, and help them move toward maturity in Jesus Christ. Some guidelines include:

- Always involve another staff person when disciplining a camper.

- Discipline should follow the offense as soon as possible.
- Call the camper by name and use language he or she understands.
- Be specific about the behavior for which the camper is being disciplined. Use descriptive language.
- Explain why the behavior is unacceptable.
- Have consequences fit the situation (i.e., exclusion from the activity where the offense occurred).
- When possible, discipline should be constructive or educational (i.e., “instead of participating with your friends, come help me with...”)
- After the camper has been disciplined, counsel him or her lovingly. Ask what they may do to avoid messing up again and what you may do to help them behave appropriately.

It should be noted that while exclusion from activities and separation from others (time-out or sitting out) are acceptable forms of discipline, isolation is not. Also, when exclusion and separation are used as discipline, campers must remain in a safe place in full view of adults.

Unacceptable forms of discipline include:

- Physical punishment (hitting, striking, shoving).
- Verbal abuse, including ridicule, shaming and sarcasm or derogatory remarks about the camper or her or his family, race, religion or cultural background.
- Denying meals.
- Allowing other campers to determine punishment (kangaroo court)
- Threats
- If in doubt, please consult the Camp Director or Camp Manager.

REPORTING ABUSE AND SUSPECTED ABUSE

State laws require child abuse or suspected child abuse to be reported to the appropriate authorities, whether at Camp or before Camp. Law enforcement must be notified of any criminal activities (e.g., rape, assault).

Any staff (paid or volunteer) who either observes abuse or suspected abuse or who receives information describing abuse at Camp shall contact the Camp Director and/or Camp Manager immediately.

The incident should not be discussed with anyone else.

Any staff member (paid or volunteer) who receives information describing abuse or suspected abuse that may have happened away from the Camp shall contact the Camp Director and/or Camp Manager immediately. The incident should not be discussed with anyone else.

Any staff member who observes or receives information describing abuse or suspected abuse by a peer shall contact the Program Director and/or Camp Manager immediately. The suspected incident should not be discussed with anyone else.

In addition to the above, specific individuals are considered, by law, MANDATORY REPORTERS and must report abuses to local law enforcement and/or social services. These individuals will be identified during Staff Development. Reporting procedures are printed in the Beaver Creek Youth Camp Parent/Guardian Handbook and are posted in the BCYC main office.

PRIVACY AND SUPERVISION-THREE GUIDELINES

Privacy – camp staff will respect the privacy of campers and other Staff when changing or showering to the extent safety allows. Staff should also protect their own privacy, including using the showers in Berkstresser Lodge rather than those in the shower houses.

“Two-deep leadership” – Camp activities shall be conducted within the sight/supervision of two or more staff persons. The concept of “two-deep” leadership is for adults to never be alone with campers.

“Rule of 3” – All staff members will avoid one-on-one situations with campers and/or other Staff. All conversations, activities, etc., must take place in groups of three or more.

CLOSED CAMPUS

Except in emergencies, campers and Staff are not to leave the Camp for any reason other than approved camp activities.

All visitors (e.g., parents and guardians) must check in at the Camp Office and receive a visitor pass. Visitors may also be assigned an escort.

BUDDY SYSTEM

At the beginning of each Camp, all campers should be assigned a buddy from the same cabin. The buddies stay together for all activities, trips to the restroom, and visits with the camp health supervisor, etc. A lone camper is always a cause for concern, and the missing buddy should be located immediately. Initiate emergency procedures if necessary and rearrange buddy groups as appropriate.

ACTION PLAN FOR ROCK CLIFFS

Campers are to be warned about the location of nearby rock cliffs. These are not to be used for climbing activities unless special activity procedures are followed and supervised.

WILDLIFE SAFETY INFORMATION

Everyone should know that wildlife is in the area and that interaction with the animals must be avoided. Do not try to catch or feed any animals.

Specific information about bears (from *Staying Safe Around Bears*, National Park Service website):

Keeping your distance and not surprising bears are some of the most important things you can do to avoid bear encounters. Most bears will avoid humans if they hear them coming. Pay attention to your surroundings and make a special effort to be noticeable if you are in an area with known bear activity or a good food source, such as berry bushes.

Once a bear has noticed you and is paying attention to you, additional strategies can help prevent the situation from escalating:

Identify yourself by talking calmly so the bear knows you are a human and not a prey animal. Remain still; stand your ground, but slowly wave your arms. Help the bear recognize you as a human. It may come closer or stand on its hind legs to get a better look or smell. A standing bear is usually curious, not threatening.

Stay calm and remember that most bears do not want to attack you; they usually just want to be left alone. Bears may bluff their way out of an encounter by charging and then turning away at the last second. Bears may also react defensively by woofing, yawning, salivating, growling, snapping their jaws, and laying their ears back. Continue to talk to the bear in low tones; this will help you stay calmer, and it won't be threatening to the bear. A scream or sudden movement may trigger an attack. Never imitate bear sounds or make a high-pitched squeal.

Pick up small children immediately. Do not make any loud noises or screams—the bear may think it's the sound of a prey animal. Slowly wave your arms above your head and tell the bear to back off. Do NOT run or make any sudden movements.

HANDLING EMERGENCIES AND PLANS OF ACTION

(Language and format specified by the U.S. Forest Service)

For all emergencies involving LOST CAMPER, STRUCTURE FIRE, CAMP EVACUATION, BOMB THREAT, ACTIVE SHOOTER or, INJURY THAT IS LIFE THREATENING, after assuring safety, NOTIFY THE DIVIDE DISTRICT RANGER AT 719-657-0077.

EMERGENCY PHONE NUMBERS

911 MAY BE DIALED FOR ALL EMERGENCIES

South Fork Ambulance & Fire (EMT)	719-873-5544
Rio Grande Clinic (South Fork)	719-873-5494
Rio Grande Hospital Emergency Room	719-657-2510
Rio Grande Hospital Clinic	719-657-2418
San Luis Valley Regional Hospital	719-589-2511
Colorado State Patrol	719-589-5807
South Fork Police Department	719-873-1040
Rio Grande County Sheriff Search & Rescue	719-657-4000
Poison Control	800-222-1222
Child Abuse Reporting Hotline	844-264-5437
Suicide and Crisis Hotline	988

EMERGENCY GATHERING PROCEDURES

Most emergency procedures at Beaver Creek will include gathering all campers, Staff and guests in one place to account for everyone and to take action to mitigate the emergency.

- Activate the Emergency Gathering Procedure by activating the “Emergency Alarm System.” It’s a 12-volt battery-powered fire siren mounted to the bell tower. The switch is located on a red board just inside the southeast entrance (back door) of the Rustic Lodge. Turn on the siren by pressing the switch down.
- ALL campers, Staff, and guests proceed quickly but without running to the volleyball court. Campers should stay with their buddies.
- At the volleyball court, campers gather around their cabin counselors, who will confirm that everyone from each cabin group is present.
- The camp manager and nurse should bring the registration and medical records to the volleyball court to transport them with the campers if evacuation is necessary.
- The camp manager (or the camp nurse if the manager is not present) will confirm that all Staff and guests are present or accounted for.
- The camp manager or another appropriate person will provide further instructions.

EMERGENCY EVACUATION PROCEDURE

When it is determined by the camp manager or the camp director that it is necessary to move campers away from Beaver Creek:

- Activate the Emergency Gathering Procedure.
- If the situation permits, lead campers to the parking area and load them into vehicles.
- If transportation is not present in the parking lot, lead campers in a westerly direction (provided that it is not heading into danger), down the trail past the campfire area to the softball field. Stay in this area until transportation arrives or further directions can be given.

When Beaver Creek Youth Camp must be evacuated, campers and Staff will be taken to the Chapel of the South Fork, 116 Landon Dr, South Fork, CO. The urgency of the evacuation will determine which, if any, personal items are transported.

If the evacuation order includes South Fork, campers and Staff will be taken to Pioneer United Church in Del Norte (630 Spruce).

Parents and guardians will be notified by phone and other media on where to pick up their child/children. Regular check-out procedures will be followed. Only parents/guardians may sign campers out unless we have a written record of another authorized person. IDs will be checked.

Beaver Creek staff will work with emergency agencies and parents/guardians of campers who cannot be picked up in a timely manner to coordinate safe housing.

ACTION PLAN IN CASE OF ELECTRICAL FAILURE OR POWER OUTAGE

- Report any outages to the Camp Manager as soon as possible.
- The Camp Manager shall notify REC if there is a major electrical outage (REC: 852-3538).
- The Manager will notify an electrician if the failure is in the camp system.
- Flashlights and lanterns be used for temporary lighting.
- Campers will assemble in the assembly area for instructions.
- Meals may need to be rescheduled, emergency rations provided, or alternate meals served (i.e., use a gas grill to prepare food, serve meals that do not require heating, etc.).

ACTION PLAN IN CASE OF A NATURAL DISASTERS

When a camp authority or adult leader becomes aware of a natural disaster, he/she must activate the Emergency Gathering Procedure and, if prudent, the Evacuation Procedure.

SPECIFIC ACTION PLAN FOR LIGHTNING

BCYC is located on a hill. Precautions should be taken during violent thunderstorms by keeping campers indoors or moving them to a safe location and preventing them from standing under trees.

SPECIFIC ACTION PLAN FOR FLOODING OR FLASH FLOODING

Because Beaver Creek Youth Camp is located on a hill, the main campus is not in danger of flooding. However, some activities take place in the floodplains of Beaver Creek, the South Fork River and some arroyos and washes.

Staff should always be aware of weather conditions and adjust activities to move campers out of floodplains well before any danger develops.

ACTION PLAN IN CASE OF STRUCTURE FIRE

- At the beginning of each camp session, there is to be a Fire and Emergency Alarm Drill to instruct campers on procedures to follow in an emergency.
- All Staff and counselors should familiarize themselves with the floor plans and exit drawings in each building. The location of fire extinguishers should be learned.
- If smoke or a fire is detected in a building or a smoke alarm goes off, the priority is to ensure everyone is out of the building and safe. Each room should be checked systematically to ensure that no one is inside. Feel doors before entering a room. If hot, DO NOT OPEN. If someone is trapped, open with extreme caution.
- Fire extinguishers are in every building. They are inspected every year before the camping season. If the fire is limited, pull the pin, squeeze the handle, and aim the chemicals at the base of the flames.
- Someone should be recruited to call the fire department at (731) 873-5544.
- The Camp Manager should be notified immediately.

ACTION PLAN IN CASE OF A MAJOR STRUCTURE FIRE

Activate the Emergency Gathering Procedure and, if prudent, the Evacuation Procedure.

ACTION PLAN FOR DISORDERLY PERSONS

Disorderly conduct at Camp is most often caused by intoxication, mental illness or excessive stress.

The Camp prohibits alcohol and illegal drugs, so alcoholic consumption and drug use are usually limited to guests who have smuggled these items into their quarters and taken them discreetly.

The following procedures are intended to reduce the risk of disorderly conduct and prepare the Camp to respond to such an incident.

- Assuring staff leaders are aware of the policy,
- Brief Camp staff regarding the Camp's no-alcohol policy and responsibilities.

The following procedures are intended to respond to disorderly conduct.

- On the first day of Camp, instructions are to be given that if campers encounter a disorderly person, they should get away quickly and tell a counselor or other staff person.
- Staff who encounter a disorderly person or are advised of one by a camper will notify the Camp Director or Camp Manager, who will determine the best procedure to remove the person from Camp, including but not limited to calling the Rio Grande sheriff's department.
- Staff encountering an individual carrying or consuming an alcoholic beverage should inform the individual that the Camp is a non-alcohol campus and ask the individual to surrender the container(s).

If the individual complies, Staff should take the containers to the Manager's Office.

If the individual resists complying, Staff should break off the conversation and withdraw.

Regardless of the outcome, Staff should inform the Camp Manager about the encounter.

- Staff finding alcoholic containers in cabins or on the grounds should report the finding to the Camp Manager.
- The Camp Manager will decide, based on circumstances, whether to discuss alcohol violations with camp leaders.

ACTION PLAN FOR BOMB THREAT

Beaver Creek has never had a bomb threat; however, campers gather for activities and meals, making the Camp a potential target for such an incident.

The following procedures are intended to reduce the risk of a bomb threat and prepare the Camp to respond to such an incident.

Every bomb threat will be taken seriously and treated as a valid threat.

The person receiving the bomb threat will immediately:

- Call 911 or the Rio Grande Sheriff's Department to report the threat, and
- Inform the Camp Manager.
- The Camp Manager, or other Staff acting in the absence of the Camp Manager, will immediately evacuate all personnel from the target of the bomb threat.
- Assemble evacuees at the Volley Ball Court unless that is the target of the bomb threat.
- Initiate the Emergency Gathering Procedure for the rest of the Camp and follow the Emergency Evacuation Procedures.
- File an incident report and retain it in Camp files.

ACTION PLAN FOR ACTIVE SHOOTER

An active shooter incident would involve an individual threatening to or actually shooting a firearm at Camp. Such an incident would be presumed to carry an intention of injuring or killing people at the Camp.

The Camp has never had a shooting incident; however, the Camp environment is such that any shooter would have considerable time before being overcome by law enforcement.

The Camp does not have secure boundaries.

The Camp is somewhat remote, meaning it would probably take 15 to 30 minutes for law enforcement to respond to a 911 call or call to the Rio Grande County Sheriff's Department.

- During Staff Development, the Camp manager will discuss active shooter procedures with the Staff, given that any such event would occur quickly without time to plan.
- The Rio Grande Sheriff's office or 911 must be called immediately to report the incident and start a law enforcement response.
- Individuals should immediately seek concealment to avoid being seen.
- If in a building, stay in the building, locking or barricading doors and covering windows.
- If outside a building, enter the closest building.
- If in the open, seek the closest concealment.
- Individuals should evacuate the Camp if, and only if, the shooting is occurring some distance away and the individuals are not visible to the shooter.
- Individuals should remain concealed and quiet until called out by a clearly identifiable law enforcement officer or known Staff member who is NOT in the company of an unknown person.

ACTION PLAN IN THE EVENT OF A LOST CAMPER

- Using the Buddy System helps prevent and quickly learn that a camper is missing.
- If a camper may be missing, first check with their buddy to see if they know the whereabouts of the camper.
- Check with the counselor supervising the camper (cabin counselor) and ask the group members if they know the whereabouts or possible whereabouts of the camper.
- The Program Director and Camp Manager should be notified immediately if the camper is not found.
- Site staff will split up into teams to search designated areas. Check the most likely spots on campus: buildings, lodges, cabins, shower houses, the infirmary and the road leading away from the Camp. Report back to base in no more than five minutes.
- If the camper is not found, activate the emergency alarm. When all campers are gathered, call for a "Buddy Check." Question campers as to the lost camper's last known location. Check the camper's records for pertinent medical factors.
- Initiate a search within a one-mile radius of the Camp using the the volleyball court as the base.
- Call the Rio Grande County Sheriff Search and Rescue (719-657-4000).
- Notify the child's parents/guardians.
- If the camper is still not found, site staff will expand the search to the following areas: creek area upstream from stairs; creek area downstream from stairs; trail and long meadow behind Columbine cabin; hill south of Fir cabin; side hill south of Cottonwood cabin (Deer Trail area); the flat area west of the campfire area, cattle corrals and Tewksberry trailhead. Report back to base within 30 minutes.
- When the Rio Grande Sheriff Search and Rescue team arrives, provide them with all pertinent information and allow them to take control of the search.

ACTION PLAN IN THE EVENT OF AN INJURY OR ILLNESS

When youth camps are in progress, a vehicle must be designated as "AMBULANCE" and parked so it does not need to back up or turn around to begin an emergency trip.

First Aid kits are located in the Infirmary, Berkstresser Lodge, and Rustic Lodge.

During camps conducted by the Beaver Creek Camp Commission, health care procedures and staff qualifications will adhere to the Colorado Department of Early Childhood regulation under section 7.711.41.

- A "camp health supervisor" will always be on-site during regular camp sessions. This person must meet the certification standards specified in the regulations listed above.
- The camp health supervisor should be informed of every injury or illness promptly.
- If the injury or illness is not severe, a counselor should accompany the camper to the infirmary.

- If the injury or illness is even remotely serious or moving the patient may be harmful, one counselor should stay with the camper, and another counselor will go to the infirmary and notify the health supervisor.
- If the counselor is trained in first-aid for the type of illness or injury, he/she may perform stabilizing procedures until the health supervisor comes.
- The counselor informing the health supervisor should be prepared to give the health supervisor a brief description of the situation and the illness/injury.
- The health supervisor will go immediately to the site of the accident or illness for further evaluation of the situation and to initiate further treatment.
- If other campers and Staff have not been returned to normal activities or settings, this should be done.
- The health supervisor will decide if an ambulance or “flight for life” needs to be called in. If so, a call will be made to the dispatcher or 719-873-5544.
- Camp staff not trained in first-aid, etc., should never provide treatment they are not trained to provide.
- If the camper must be transported to a doctor or medical center, health history, medical information and parental permission forms must accompany the individual to be treated. This is critical. Transportation is to be in the previously designated “Ambulance Vehicle,” which is kept parked so that it will not be necessary to back up to start the trip.
- An accident/illness report form must be filled out for each incident.
- The health supervisor will then enter an account of the incident and treatment in a bound medical log.
- Remember, another staff person must travel with a camper or staff person requiring off-site medical treatment while the health supervisor remains on site.

ACTION PLAN FOR CONFIRMED OR SUSPECTED COMMUNICABLE ILLNESS

Campers or staff members with a confirmed or suspected communicable illness will be restricted from all activities and isolated from other campers in the infirmary, a designated room in the Berkstresser Lodge, or an appropriate outdoor area.

The camp manager will notify those listed as the individual(s) emergency contacts.

Camp medical personnel and/or the Camp Manager will contact the Rio Grande County Public Health Department, Colorado Department of Public Health and Environment, and the Colorado Department of Early Childhood for reporting purposes and to obtain the most recent regulations, guidelines and best practices concerning the confirmed or suspected illness.

The Camp Manager will coordinate with health departments to notify parents/guardians of campers, staff members, visitors, and others who may have been exposed to a confirmed or suspected illness, providing relevant information. That information will include where and how to pick up campers if it has been determined that the Camp must close.

In coordination with local and state health departments, the Camp’s medical personnel will determine activity restrictions and isolation periods for ill individuals.

In most cases where the camper(s) or staff member(s) isolation period includes overnight, the individual(s) will be sent home as soon as it’s reasonably and safely possible. If more prudent, medical personnel or the Camp Manager will arrange transportation to the Rio Grande Hospital in Del Norte.

Isolated individuals will not be left alone. Personal protective equipment (PPE) will be provided to medical personnel and other employees who stay in the Infirmary, Berkstresser Lodge or outdoor area to assure the well-being of the isolated individual(s) and maintain compliance with “Youth Protection” policies.

For isolated individuals (and staff members staying with them), meals will be delivered to a pickup point at the Infirmary, Berkstresser Lodge, or an outdoor area. Used dishes, silverware, disposable products, etc., will be handled in accordance with Standard Precautions.

Facilities and equipment used for isolation will be cleaned according to Standard Precautions before reuse.

“STANDARD PRECAUTIONS” POLICY

The following information is provided to Beaver Creek Youth Camp staff in partial compliance with OSHA’s Bloodborne Pathogen Standard. It is intended to instruct personnel in techniques and equipment to minimize exposure risks for Staff and campers.

The camp nurse, nursing assistants and/or other medical personnel should already be aware of “Standard Precautions” and are responsible for assuring that proper equipment is available to implement the precautions when necessary. The nurse or other designated medical person will assist camp management with Beaver Creek’s specific Standard Precautions policy.

Beaver Creek Youth Camp will ensure the following:

- Availability of personal protective equipment (PPE) - gloves, CPR mask, antimicrobial soap, eye, nose, and mouth shield, and body fluid spill clean-up kits.
- Education of all Staff in “Standard Precautions,” including instruction in using PPE, body fluid spill clean-up kits, etc.
- Availability of biohazard disposal supplies, including red hazardous waste bags and a sharps container with a biohazard label affixed.
- Health screening of all campers and Staff.
- Access to resource personnel to answer questions.

All Beaver Creek Youth Camp staff are expected to comply with the following to minimize risk:

- Use personal protective equipment:

Gloves are used when in contact with body fluids or when providing skin treatment (e.g., applying medication to poison ivy or washing a rash).

A CPR mask is used to provide CPR/artificial respiration.

- Minimum 15-second hand washing with antimicrobial soap after: removing gloves, contact with potential risks, unprotected contact with any body fluid.
- Minimum 60-second hand washing with antimicrobial soap after blood splash.
- Proper use of a body fluid spill clean-up kit for any vomit, urine, feces or blood spill.
- Assure that “sharps” (needles, lancets, etc.) are disposed of properly.
- Participate in education about disease control.
- Immediately report suspected risk exposure to the camp nurse and camp manager.

CARE AND MAINTENANCE OF BEAVER CREEK CAMP FACILITIES

RUSTIC LODGE

Rustic Lodge is the primary indoor gathering place during camp sessions. Please treat it at least as well as you would your home. Please also be aware of the following:

- Access the game room only by the outside stairs. The inside stairs are for emergency exit only.
- The bathroom is for kitchen staff only, except in emergencies.
- Staff should only be in the kitchen when actually working there or at the invitation of the cooks.
- Fireplace safety and procedures are posted in the Rustic Lodge and are to be observed and enforced by all Staff.
- Dining Hall/Meals procedures are posted in the dining hall and will be reviewed during staff development. Staff are the primary persons responsible for ensuring campers understand and comply with the procedures.

- Campers and Staff are responsible for preparing the Rustic Lodge for the next group at the end of each camp session. Procedures are posted in the lodge.

CABINS

The cabins are your (and the campers') home while you are at Camp. Please treat the cabins at least as well as you would your own house, apartment or dorm. Also:

- Bunks must be at least two feet apart. Beds may not be shared for any reason.
- No one may sleep in an upper bunk that is missing a guardrail.
- Doors must remain unlocked when cabins are occupied (exception: lock-down procedures).
- No food in the cabins.

At the end of each week's camp session, the campers and Staff are responsible for preparing the cabins for the next group. Cleaning procedures are posted in the cabins.

RESTROOM/SHOWER HOUSES

Beaver Creek Youth Camp does not provide custodial services, so campers and Staff are responsible for keeping restrooms and showers clean during the camp season and for cleaning and sanitizing the facilities at the close of each week's camp session. Cleaning and sanitizing procedures are posted in the Restroom/Shower Houses. Staff are also asked to:

- Take trash to the dumpster.
- Monitor and refill toilet paper, paper towels and hand soap.
- Assure no faucets, showers, or toilets are running.
- Report any maintenance issues to the Camp Manager as soon as possible.

GROUNDS AND ACTIVITY AREAS

God has blessed BCYC with a wonderful environment that we are charged with preserving. Some specific things to keep in mind include:

- No chopping, cutting or carving on trees.
- Stay on trails when practical.
- Leave flowers, etc., for others to enjoy.
- Help keep the grounds litter-free.

Additional considerations (staff member's responsibilities) for the Campfire Area include:

- Only Staff may build and add fuel to fires.
- Build fires only in the fire "pit." No liquid fire starters.
- Assure the 5-gallon bucket is full of water.
- Confirm the hose is attached to the faucet and will reach the fire pit.
- Assure the fire is cold out before leaving the campfire area.

SPORTS/ACTIVITIES EQUIPMENT

Staff are the primary custodians of the sports/activity equipment and activity areas at Beaver Creek, including the game room in Rustic Lodge. As such, please help keep everything in good condition and equipment properly stored when not in use. Report damaged and missing equipment to the Camp Manager as soon as possible.

BERKSTRESSER LODGE

After check-in, the Berkstresser Lodge is a "camper-free" zone. The seating areas may be used by camp staff during time off periods and for staff meetings.

The showers in Berkstresser are the only ones to be used by camp staff.

Potential renters may ask to see the lodge, so it must always be in ready-to-show condition. This means clean and neat, i.e., pick up after yourself and clean up your messes!

Renters may use the Berkstresser Lodge on the days between camp sessions. The camp staff is responsible for ensuring that all areas are clean and clear of all personal items.

CAMP VEHICLES

Camp vehicles may be operated only by the Camp Manager and those specifically authorized by the Manager or the Beaver Creek Camp Commission. All drivers must meet Colorado State regulations and insurance regulations. Authorized drivers will be determined before and during Staff Development, and will receive training.

MANDATED POSTINGS

Beaver Creek Youth Camp is licensed by the State of Colorado as a Child Care Facility (license #47928) and is located on the Rio Grande National Forest. As such it is required to make certain information available to parents, guardians, employees and the general public.

To report Child Abuse/Neglect or suspected Child Abuse/Neglect at Beaver Creek Youth Camp you should contact:

Beaver Creek Youth Camp Manager (719) 873-5311

Rio Grande County Sheriff (719) 657-4000

Rio Grande County Department of Social Services (719) 657-3381

General Rules for Child Care Facilities 7.701.53.E

If you suspect a licensing violation at Beaver Creek Youth Camp you may contact: Colorado Department of Human Services Office of Early Childhood

Division of Early Care and Learning 1575 Sherman St.

Denver, CO 80203

Or call: (800) 799-5876

General Rules for Child Care Facilities 7.701.55

The most recent licensing inspection report for Beaver Creek Youth Camp may be reviewed in the main office by contacting:

Beaver Creek Youth Camp Manager 0885 County Road 20A

P.O. Box 186

South Fork, CO 81154

or calling (719) 873-5311.

General Rules for Child Care Facilities 7.701.56.B

To file a complaint about Beaver Creek Youth Camp you may contact: Colorado Department of Human Services Office of Early Childhood

Division of Early Care and Learning 1575 Sherman St.

Denver, CO 80203

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General Rules for Child Care Facilities 7.701.56.C

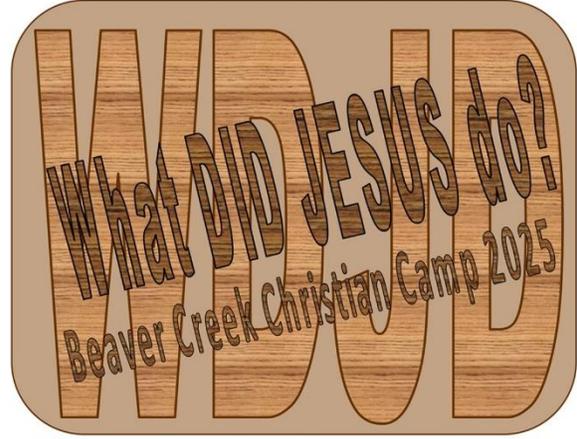
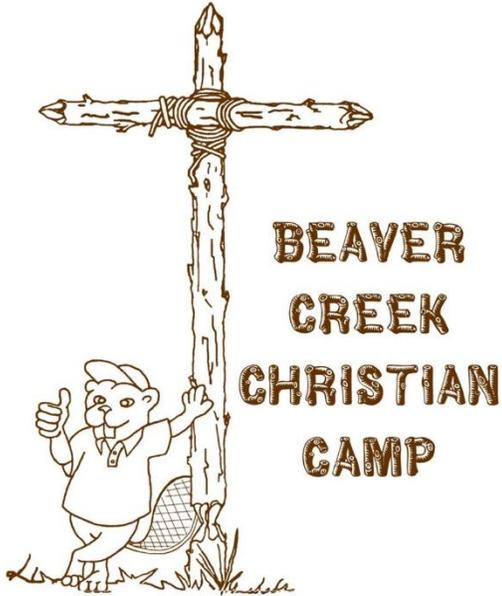


Beaver Creek Youth Camp is an equal opportunity service provider and employer and operates under special use permit from the USDA Forest Service, Rio Grande National Forest.

Inclusiveness Statement

Beaver Creek Youth Camp (a DBA of the Beaver Creek Camp Commission), also known as Beaver Creek Christian Youth Camp and Retreat Center, is a diverse, inclusive, and equitable place where all employees*, volunteers and guests, whatever their gender, race, ethnicity, national origin, age, sexual orientation, sexual identity, education, religion, or ability, may feel valued and respected.

*Criteria for Christian program staff, paid and volunteer, include willingness to be proactive in building a wholesome Christian community and the ability to help create a healthy environment that encourages participants in Christian programs to develop, new or strengthened, positive relationships with Jesus Christ as Lord and Savior.



**BEAVER CREEK
CHRISTIAN
CAMP 2026**

**PARENT & GUARDIAN
HANDBOOK**

Statement of Purpose

The Beaver Creek Camp Commission is dedicated to promoting Christian education, recreation, and social welfare of youth and adults regardless of race or disability and is open to all denominations. We understand “the promotion of social welfare” to include the strengthening of families and other human relationships, the enhancement of personal growth and wholeness, the exploration of human life in relationship to nature, and the furtherance of life in the Christian Community.

The purpose of Beaver Creek Christian Camps is to bring campers into new or closer relationships with Jesus Christ.

Beaver Creek Christian Camp 2026 Dates

1st, 2nd & 3rd Grade Camp - July 8-10
4th, 5th, & 6th Grade Camp - July 12-17
7th & 8th Grade Camp— July 19-24
High School Camp - July 26-31

Beaver Creek recommends that campers attend the Camp representing the last grade the camper has completed.

Prices

1st, 2nd & 3rd Grade Camp —\$175.00 per Camper

All other camps—\$365.00 per Camper

Scholarships are available. Call (719) 588-7627 for information.

All Christian Camps sponsored by the Beaver Creek Camp Commission will be limited to 24 campers.

Beaver Creek Christian Camp

P.O. Box 186

0885 CR 20A

South Fork, CO 81154

(719) 873-5311

manager@beavercreekcamp.org

www.beavercreekcamp.org

2026 Beaver Creek Youth Camp Parent & Guardian Handbook

Dear Parents and Guardians,

The Beaver Creek Camp Commission and management thank you for sending your child/children to Beaver Creek Youth Camp. We will strive to make the experience safe and fun while providing opportunities to grow in relationship with Jesus Christ.

You can help us make the time at Beaver Creek the best it can be by reading this handbook and following the guidelines.

Payment and Registration Forms:

All campers are encouraged to register as early as possible to make planning camp programs, staffing and purchasing as efficient as possible. Please register online, then pay online or mail at least a \$25 deposit to Beaver Creek Youth Camp as soon as possible. Beaver Creek must have the registration form on file, and the \$25 deposit must have been paid for a camper to be fully registered.

Beaver Creek's Christian Camps are licensed for 24 campers per session. While every effort will be made to ensure that all children and youth have a camp experience at Beaver Creek, registrations and deposits received after the Camp's licensed capacity is reached or received less than two weeks before the start of the indicated camp session may be declined or put on a waiting list. Please call (719) 588-7627 if you are registering late, and the Camp's management will work with you.

Scholarships:

The Beaver Creek Camp Commission has funds available for scholarships; however, they are very limited and should be applied for before June 1. The application form is available online at www.beavercreekcamp.org or by calling (719) 588-7627.

Beaver Creek will not offer full scholarships in 2026. At least \$25.00 of each camper's fee must be paid from sources other than the Beaver Creek Scholarship fund. Thus, those needing assistance are encouraged to reach out to other sources, such as family members, churches, community organizations, etc., before applying to Beaver Creek.

Because we have had several campers who received scholarships cancel at the last minute, preventing the transfer of the scholarship to another camper, the \$25 deposit must be paid before a scholarship form will be submitted to the scholarship committee for approval.

Health History Information:

Beaver Creek's Health History form has three parts.

Part A, the Camper Health History, must be completed and signed by a camper's parent or guardian **within 90 days of the first day that the camper will be at Beaver Creek.**

Part B is the camper's immunization record. Due to Department of Human Services regulations, Beaver Creek Youth Camp will only accept immunization records on the Colorado Department of Public Health and Environment's required form or an approved form from Alabama, Arizona, California, District of Columbia, Florida, Georgia, Illinois, Iowa, Kansas, Kentucky, Maryland, Montana, North Dakota, Oregon, Pennsylvania, South Dakota, Tennessee, Texas, Virginia, and Washington. **If a camper's records are not on an approved form, a parent or guardian should copy the records onto the Colorado form included in the Beaver Creek Camper Health History packet, leaving the signature spaces blank.**

Part C must be completed and signed by a licensed medical provider and a parent or guardian. Colorado state law requires campers to be examined by a licensed physician or qualified, licensed nurse practitioner within 24 months before Camp. However, to ensure that all information is current, especially

medications, etc., the medical provider's review should be within 90 days of the first day the camper will be at Beaver Creek.

Please provide a copy of your medical insurance card (front and back) with the Health History forms.

Due to HIPAA regulations and other considerations, Beaver Creek personnel may not look through previous camp files for health records. Please don't ask.

Medications:

Colorado Resident Camp Standards require all medications (prescription, over-the-counter, homeopathic, herbal, etc.) and food supplements (including vitamins, nutrient bars, etc.) to be retained and administered by the camp medical personnel and that they are prescribed by a licensed health care provider (listed on the Recommendations of Licensed Medical Provider form). Medications or food supplements of any type not listed on the Recommendations of Licensed Medical Provider form cannot be stored or administered by Beaver Creek's medical Staff, so they should not be brought to Camp.

All prescription medications must be in the original container from a licensed pharmacy, labeled with pharmacy information, the camper's name, the name and strength of the medication, directions for use, the date filled, the prescription number, and the name of the physician prescribing the medication.

Over-the-counter (including homeopathic, herbal, etc.) medications and food supplements must also be in the original container with the camper's name clearly written on the container.

Please place all medications in a ziplock bag labeled with the camper's name and give it to the Camp's medical staff person at check-in.

Epinephrine pens & inhalers may (and should) be kept in the camper's possession. If your child needs either of these items, the pertinent information must be included on the camper's Health History forms. Please also help your camper understand that the pen or inhaler should be kept with them at all times and that every effort should be made to ensure it is out of reach of other campers.

Beaver Creek does not keep Epinephrine pens in stock.

Meals:

Beaver Creek provides campers and Staff with breakfast, lunch, an afternoon snack, and evening meals when Camp is in session. Menus are posted in the kitchen, dining hall, manager's office, infirmary, and at <https://beavercreekcamp.org/Menu.html> one week before the camp season begins.

Special Diets:

Beaver Creek Youth Camp's kitchen staff will make every effort to accommodate special diets. We ask campers with specific requirements or limitations and their parents or guardians to work with us to make every meal and snack time as safe and enjoyable as possible. **If your child has special needs or requests, please call (719) 873-5311 as far in advance of Camp as possible to help plan a menu for your camper.** You may be asked to provide specific food items that are difficult to obtain through regular food vendors.

Housing/Sleeping Arrangements:

Male and female campers are housed separately in one-room cabins with 12 twin-size beds each, some of which are top bunks with guardrails.

Modest sleeping attire is recommended. Some cabins have a "privacy changing tent."

No one may share beds.

Beds must be kept at least two feet apart (i.e., beds may not be pushed together).

The cabins do not have restrooms.

Two counselors are assigned to each cabin.

Restroom/Shower Facilities:

Male and female restroom/shower facilities are separate, as are camper and Staff facilities.

Toilet and shower stalls are separated by partitions and have privacy doors or curtains.

Beaver Creek provides handwashing soap and paper towels at sinks in each facility, but does not provide soap or towels for the shower stalls.

Camper Check-in

Check-in begins at **9:00 a.m. on the first day of Camp for 1st, 2nd, & 3rd Grade Camp** and at **3:00 p.m. on the first day of all other camps**. If a camper must be dropped off early, please call (719) 588-7627 in advance! Campers who check in more than 1 hour after check-in begins will miss some activities.

Campers in **1st, 2nd & 3rd Grade Camp should be picked up no later than 7:00 p.m.** on the last day of Camp and **no later than 1:00 p.m. on the last day for all other camps**. If there will be a delay in picking up a camper or campers, please call (719) 588-7627 as soon as possible. Campers not picked up within one hour of pickup time and for whom a parent or guardian has not contacted us will trigger a call to the Rio Grande County Department of Social Services and/or the Rio Grande County Sheriff's Office.

All campers must be signed out by their parents or guardians, or another individual listed on the camper's registration form, unless arrangements have been made in writing in advance!

Beaver Creek may ask to see identification from anyone picking up campers.

What campers should bring to Camp:

- An attitude of fun, adventure, and expectancy for learning more about our Lord.
- Bible (campers will also be given a New Testament at Camp)
- Any necessary medications
- Clothing for warm to cool (and possibly even cold in the evening) weather
- Closed-toe, rigid-sole shoes (required for horseback riding & the adventure course)
- Modest sleeping attire
- Modest swimwear and cover-up (for activities in Beaver Creek and other water activities)
- Sleeping bag & pillow
- Shower & toiletry items
- Towels for showers & water activities
- Sunscreen & lip balm with the camper's name on the ORIGINAL container
- Insect repellent with the camper's name on the ORIGINAL container
- Flashlight

What should not arrive with campers:

- Bad attitudes
- Open-toed shoes (Our medical Staff is tired of bandaging toes!)
- Inappropriate clothing (including halter tops, spaghetti straps, tube tops, low cut and bare midriff or cut-off tops, shirts with sides cut out, inappropriate or vulgar logos, short shorts, clothing with inappropriate holes)
- Tobacco, drugs, or alcohol
- Fireworks, knives or weapons
- Candy or other food items (the Camp will provide snacks)
- Lighters or matches
- Valuable items or cash. Beaver Creek does not provide secure storage for these items.
- Highly sentimental items

Cell phones or internet-accessible devices. If these arrive at Camp, they are collected and stored in the camp office until the camp session ends.

Contacting Campers:

Most campers love to get mail. Please send it to:

Camper's Name
Beaver Creek Youth Camp
PO Box 186
South Fork, CO 81154

Several short notes or cards are more fun than one long letter.

It may take over a week for mail to reach South Fork, so consider mailing notes and cards before campers head to Beaver Creek so they arrive before Camp ends.

Care packages are welcome; however, please note that food is not allowed in the cabins (it attracts unwanted guests), and many campers will not receive packages, so anything sent should be "shareable."

In an emergency, or if you have a particular concern, call (719) 588-7627, and a message will be delivered to your camper.

Campers are generally permitted to call home only if they are ill and have seen the camp nurse.

Visiting Camp:

Parents and guardians are welcome to visit Beaver Creek Youth Camp. **Please call in advance of your visit.** All guests must register with the Camp Manager and wear an identification badge.

Homesickness:

For many children, the first time away from home can be somewhat traumatic. Sometimes, it's harder on the parents. Usually, after a day or two to adjust, children take to camp life and are happy they stayed at Camp.

Beaver Creek's Staff is trained to help campers transition to camp life and to help minimize homesickness by making sure that each camper is welcomed, introduced to their cabin mates, given lots of individual attention, and immediately included in activities.

You can help by letting us know about any stressful situations your camper may already be experiencing, such as the death of a loved one or pet, separation of parents, moving to a new home, etc.

Please be positive and DO NOT suggest that your child call home if he or she gets homesick, or that they may come home early.

If your child develops homesickness and cannot overcome his or her concerns in a reasonable amount of time, a Beaver Creek representative (not the camper) will call you to plan the best response for your child. If you have concerns, please call (719) 588-7627.

Behavior at Camp:

Beaver Creek Youth Camp operates with a combination of Rules and Regulations-based management and a Covenant-based relationship with our Lord and his creation, fellow campers and camp staff.

"You must love the Lord your God with all your heart, with all your being, and with all your mind. This is the first and greatest commandment. And the second is like it: You must love your neighbor as you love yourself." Matthew 22:37-40

With these commandments as the foundation, some rules and covenants will be in place before campers arrive, and other covenants will be developed by and between campers and Staff.

Parents/Guardians and campers should be aware of the following adaptations from the Beaver Creek Youth Camp Commission Policy and Procedures Manual:

Recognizing that loving our God includes good stewardship of the gifts given to us, vandalism, breakage, or damage to equipment, buildings, or grounds will not be tolerated. Such activity may require restitution by the parent/guardian and/or immediate dismissal without a refund.

Bullying is contradictory to loving our neighbors; thus, Beaver Creek Youth Camp has a ZERO TOLERANCE policy for bullying, including physical, verbal and emotional bullying. A call home will be made and counseling offered; however, continued bullying will result in the offender being sent home without a refund.

Drugs, alcohol, vaping and tobacco are detrimental to loving God, our neighbors and ourselves. Possession of drugs or alcohol is grounds for immediate dismissal without a refund. Possession of tobacco or vaping products will result in confiscation, a call home for the first offense, and immediate dismissal without a refund for a second offense.

Evacuation:

If, for any reason, Beaver Creek Youth Camp must be evacuated, campers and Staff will be taken to the Chapel of the South Fork, 116 Landon Dr, South Fork, CO. The urgency of the evacuation will determine which, if any, personal items are transported.

If the evacuation order includes South Fork, campers and Staff will be taken to Pioneer United Church in Del Norte (630 Spruce).

Parents and guardians will be notified by phone and other media on where to pick up their child/children. Regular check-out procedures will be followed: only parents/guardians may sign campers out, unless we have a written record of another authorized person. IDs will be checked.

Beaver Creek staff will work with emergency agencies and parents/guardians of campers who cannot be picked up in a timely manner to coordinate safe housing.

Parents/Guardians should be aware of the following instructions to camp staff from the Beaver Creek Employee Handbook:

DO NOT speak with a camper "in private." Always have a second staff member present.

Never agree to keep a secret.

It sounds harsh, but post-camp communications with campers are discouraged. If you feel you must communicate with campers, use postcards only, never letters or electronic media.

Beaver Creek Youth Camp is licensed by the State of Colorado as a Child Care Facility (license #47928) and is required to advise parents, guardians and the general public on how to report concerns.

To report Child Abuse/Neglect or Suspected Child Abuse/Neglect at Beaver Creek Youth Camp, you should contact:

Beaver Creek Youth Camp Manager

(719) 588-7627

The Colorado Child Abuse and Neglect Hotline at 844-CO-4-Kids

or

Rio Grande County Sheriff

(719) 657-4000

Rio Grande County Department of Social Services

(719) 657-3381

General Rules for Child Care Facilities 7.701.53.E

If you suspect a licensing violation at Beaver Creek Youth Camp, you may contact:
 Colorado Department of Early Childhood
 1575 Sherman St.
 Denver, CO 80203
 Or call: (800) 799-5876
 General Rules for Child Care Facilities 7.701.55

The most recent licensing inspection report for Beaver Creek Youth Camp may be reviewed in the main office by contacting:
 Beaver Creek Youth Camp Manager
 0885 County Road 20A
 PO Box 186
 South Fork, CO 81154
 or calling (719) 873-5311.
 General Rules for Child Care Facilities 7.701.56.B

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 Denver, CO 80203
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*Criteria for Christian program staff, paid and volunteer, include willingness to be proactive in building a wholesome Christian community and the ability to help create a healthy environment that encourages participants in Christian programs to develop new or strengthened, positive relationships with Jesus Christ as Lord and Savior.

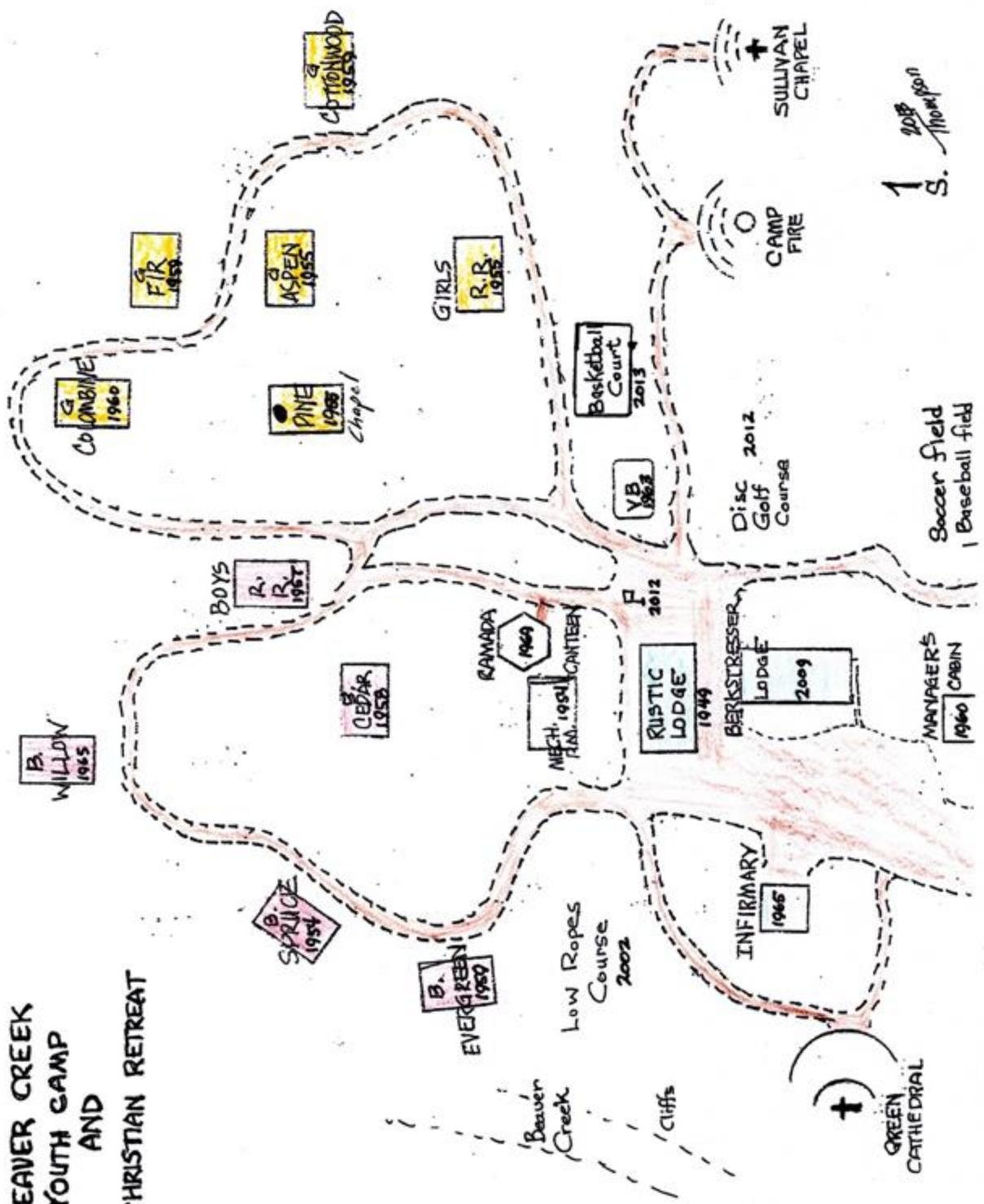
Directions to Beaver Creek Youth Camp:

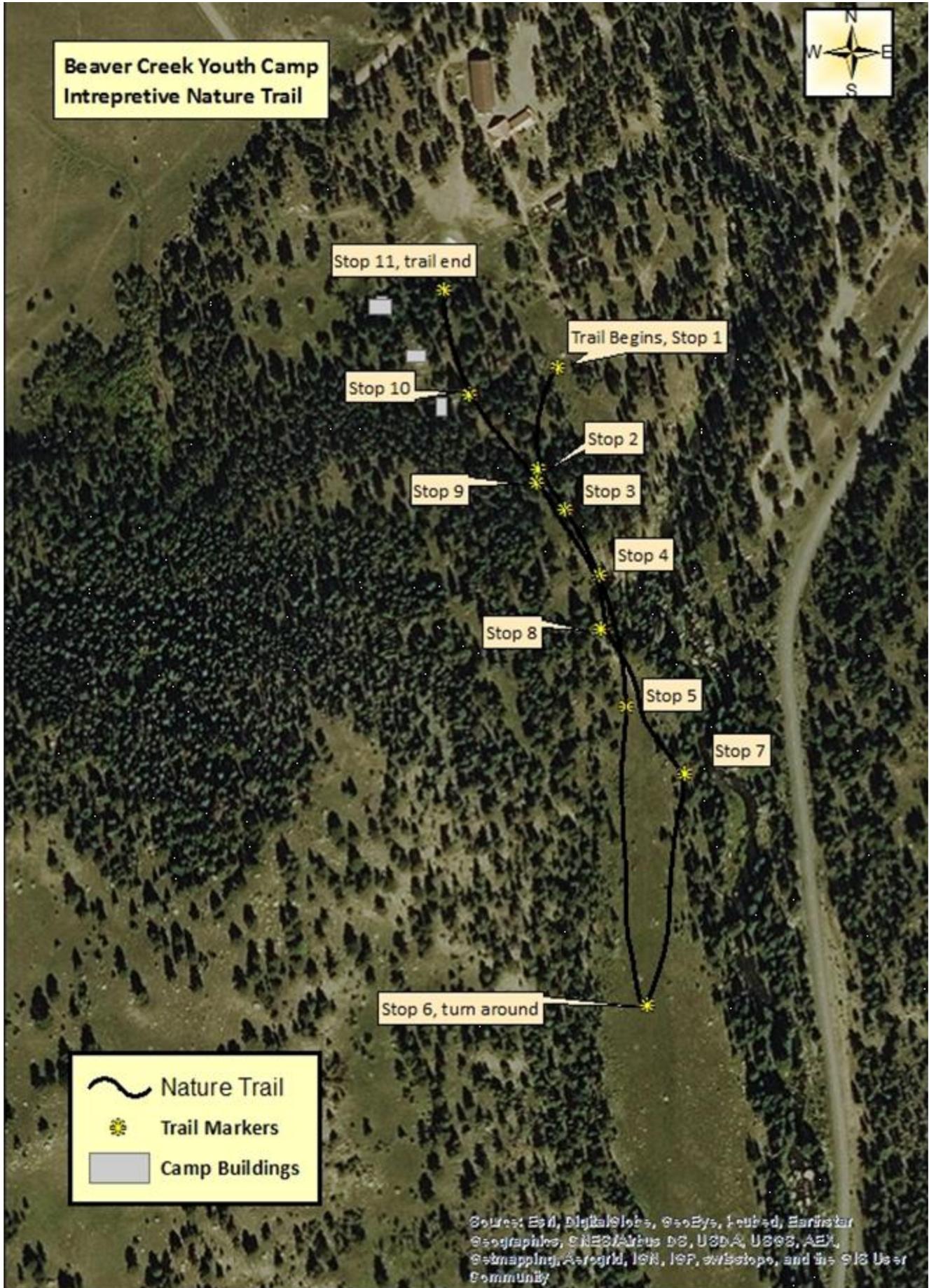
From the East (Alamosa)—Go west on Highway 160 through South Fork towards Pagosa Springs (DO NOT go to Creede). Just outside South Fork, there will be a brown sign that reads, “National Forest Access Beaver Creek Road.” Turn left and cross the river. Follow Beaver Creek Road about 3 miles to a brown sign on the left that says, “Beaver Creek Youth Camp.” Turn right and follow the road down the hill, then up and around the curve to the left. Another brown sign will say, “Beaver Creek Youth Camp.” Follow the arrow to the left, up the hill to the Camp.

From the West (Pagosa Springs)—Coming off Wolf Creek Pass, just before you enter South Fork, there will be a brown sign that says, “National Forest Access Beaver Creek Road.” Turn right and cross the river. Follow Beaver Creek Road about 3 miles to a brown sign on the left that says, “Beaver Creek Youth Camp.” Turn right and follow the road down the hill, then up and around the curve to the left. Another brown sign will say, “Beaver Creek Youth Camp.” Follow the arrow to the left, up the hill to the Camp.

Please note that the 40 MPH speed limit through South Fork is strictly enforced. Also, the roads from US 160 to the Beaver Creek Youth Camp are narrow in places, have blind spots and have a lot of pedestrian, pet, livestock, and wildlife traffic. Please slow down and keep everyone safe.

BEAVER CREEK YOUTH CAMP AND CHRISTIAN RETREAT





2026 Retreat Center Rates

Berkstresser Lodge (See below for cabin rates and day use rates.)

10 or fewer guests - \$400/night

11-20 guests - \$35/person/night

21-40- guests - \$30/person/night

Linen service is available to guests staying in the Berkstresser Lodge at \$1.50 per guest. This is a group-only, not individual, option.

Cabins (Available June 1-August 31 only.)

10 or fewer guests - \$400/night

11-20 guests - \$30/person/night

21-96 guests - \$25/person/night

All rates include use of the Berkstresser Lodge Common Area (including kitchen) and seasonally available outdoor program areas. Common areas (including the game room) in the Rustic Lodge are available to all guests in warm seasons. Special arrangements must be made with the camp manager to use the Rustic Lodge's commercial kitchen.

Beaver Creek Youth Camp is also available for day use, usually at a rate of \$250 per day. Please call (719) 873-5311 to discuss options.