

Rio Blanco County Columbine Park Policies & Procedures



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Contents

CONTACTS.....	3
DEFINITIONS.....	4
INTRODUCTION.....	5
GENERAL USAGE POLICIES.....	5
BOARDING ANIMALS.....	8
EVENT MANAGEMENT.....	9
CORRECTIVE ACTIONS.....	11

Rio Blanco County Columbine Park Policies & Procedures

CONTACTS

Rio Blanco County Columbine Park Management Staff

Facilities Manager: Eric Jaquez P: 970-878-9583
Maintenance Supervisor: Mark Litzelman P: 970-756-0815
Park Operations and Maintenance: Luke Scott P: 970-756-0817

Local Veterinarians

Countryside Veterinarian

Dr. Beau Benson DVM P: 435-8282800

Meeker Veterinarian

Dr. Paul Neilson DVM P: 970-878-5647

Columbine Park Advisory Board

Jay McLaughlin, PhD P: 970-675-3254

Kerri Knight P: 970-799-1044

Susie Berardi P: 970-620-5990

Rio Blanco County Columbine Park Policies & Procedures

DEFINITIONS

- Rio Blanco County Columbine Park Management Staff, herein "Columbine Park Management Staff".
- Rio Blanco County Government, herein "RBC", including all employees and elected or appointed officials of the government of Rio Blanco County, Colorado, including but not limited to the Board of County Commissioners, Rio Blanco County, Facilities Manager, Facilities Maintenance Supervisor, and Columbine Park Maintenance and Operations Technicians.
- Colorado Northwestern Community College, herein "CNCC/the College".
- Boarder, Lessee or User
Any individual, organization, company, or entity that is using Columbine Park to house an animal. A Boarder may also be a Lessee.
- Lessee
Any individual, organization, company, or entity using and/or renting by written agreement and payment of fees and/or deposit, an identified part of the Columbine Park.
- Property
Rio Blanco County Columbine Park, herein "Columbine Park".
- Event
Any activity that takes place on a scheduled date at Columbine Park.
- Event Holder
Any individual, organization, company, or entity renting or utilizing Columbine Park.
- Rental Agreement/Contract
Written agreement between RBC, business, college students, community members, or non-profit groups acknowledging the use and fee arrangement for any Event or use of Columbine Park.
- Fees
A charge imposed upon Boarders, Lessees or Users designed to offset the operational costs of the facilities. The Columbine Park Management Staff charges user fees according to the usage and the nature of the Event.
- Livestock or Roughstock
Livestock or Roughstock is considered to be cows, calves, steers, goats, bulls, and bucking horses.

Rio Blanco County Columbine Park Policies & Procedures

INTRODUCTION

The Purpose of the 2019 Columbine Park Policies & Procedures, herein "Policies and Procedures", is to provide the community, Users, and CNCC/the College with a guideline to ensure a safe and a quality experience while using Columbine Park.

The Policies and Procedures, is an attachment to all Contracts, Leases, or Use Agreements. The Policies and Procedures must be read and reviewed prior to the execution of such agreements. All rental agreements/contracts will be entered into by and between RBC and the parties interested in using Columbine Park.

GENERAL USAGE POLICIES

RBC reserves the right to control and manage the entire Columbine Park, including those portions scheduled for use by User and to enforce all necessary and proper rules for the management and operation of the same, and for its authorized representatives and employees to enter any and all portions of the Columbine Park, including those reserved for use by User, and any time upon any occasion for any purpose, including but not limited to enforcement of rules and regulations, maintenance, inspection, and repair of the facilities.

RBC reserves the right, but not the duty, through its duly appointed representatives to remove any person or persons from the premises for violation of these Policies and Procedures, or of any law, or ordinance.

If in the judgment of Columbine Park Management Staff, persons attending a scheduled Event are in violation of the terms of the Contract, Lease, Use Agreement, Policies and Procedures, or Rules and Regulations, so as to be a threat to the health, welfare, safety, well-being, order and decency of the Columbine Park patrons, or the community, Columbine Park Management Staff may terminate the Event and require all persons to leave the premises.

Columbine Park is within the town limits of the Town of Rangely; therefore, it falls under the jurisdiction of the Town of Rangely and the Rangely Municipal Code. Accordingly, all Boarders or Lessees must not only comply with RBC's rules and regulations herein, but must also comply with all Town of Rangely regulations.

There will be **No Dogs** at Columbine Park unless they are leashed, under control, and kept away from the area where livestock are kept and used. Any dog that demonstrates aggressive behavior towards Columbine Park Management Staff, other users of Columbine Park, or another animal will not be permitted in Columbine Park. If the Owner does not remove the dog from Columbine Park, Columbine Park Management Staff will notify the Town of Rangely Animal Control and request that the animal be removed, and the dog's Owner will be required to leave the premises.

All children shall be under the care, custody, and control of a supervising parent or adult. Children will not be permitted in the area where livestock are kept and used unless accompanied by a parent or adult who will accept complete responsibility in case of injury.

Pursuant to § 13-21-119 C.R.S, an equine professional is not liable for an injury to or the death of a participant in equine activities resulting from the inherent risks of equine activities.

Rio Blanco County Columbine Park Policies & Procedures

Motor vehicles must be operated only on parking lots and roadways. Other motorized equipment shall be used only with expressed written permission from the Columbine Park Management Staff and only in designated areas.

All RBC motorized equipment shall be operated only by RBC employees.

No RBC property, including but not limited to motor vehicles and tools shall be removed from Columbine Park at any time.

RBC will not be responsible for losses due to theft, fire, or vandalism.

Alcohol is strictly prohibited in Columbine Park unless purchased and consumed during an approved Event.

Smoking is strictly prohibited in Columbine Park.

The consumption, sale, or possession of marijuana in any form (e.g. Edibles, smoke, tinctures, etc.) is prohibited in Columbine Park.

Each User is responsible to clean-up after themselves and their animals at Columbine Park. Baling twine is considered trash and should be disposed of promptly. Baling twine may not be used to secure panels, water/feed buckets, or otherwise secure facilities or equipment.

Animals

Users of Columbine Park for any activity in which animals are used or exhibited must comply with all Colorado State Statutes, laws, ordinances, rules, and regulations applicable with humane care and treatment of animals.

At all times, all animals must be penned, stalled or otherwise confined or under direct control of the Owner or handler. Persons keeping animals on the premises must use every care to assure safety of visitors and the other park patrons/personnel. Violation of this policy will result in removal of the animals and the person from the premises.

All horses boarded at Columbine Park will be watered and fed no less than daily. Provided, however if weather or other conditions (e.g., Excessive heat or snow) requires more frequent animal care, Boarders shall see that their animals are fed and watered as needed.

Livestock Care and Procedures

All livestock will be penned in locations which have access to adequate amounts of clean water and fed regularly for good health.

In the event of inclement weather, dry straw should be utilized as dry bedding for calves, steers, goats, bulls, and bucking horses. RBC reserves the right to require the responsible party for the livestock to relocate or to provide adequate shelter which ensures the health of the animals.

In the event of extreme weather, Boarders may be directed by Columbine Park Management Staff to remove their livestock to more appropriate facilities in which Event Boarders must comply and immediately relocate their animals

Rio Blanco County Columbine Park

Policies & Procedures

Before livestock are brought to Columbine Park, the livestock will be appropriately dosed with a broad spectrum antibiotic and followed up with a multi vaccination seven (7) days after arrival. The Owner or responsible party for the livestock will sign a statement and provide proof of vaccinations to Columbine Park Management Staff verifying this procedure has been followed,

Upon arrival, all livestock will be visually inspected for signs of injuries, illness, parasites, or lameness. In the event an animal shows signs of an injury, illness, parasites, or lameness, that animal will be immediately quarantined, and a veterinarian will be contacted to conduct an examination of the animal at the expense of the Owner or the responsible party. The Owner or responsible party must follow the veterinarian's recommendations for treatment or care of the animal. If the Owner or responsible party chooses not to follow the veterinarian's recommendations, the Owner or responsible party must remove the animal from Columbine Park. If the Owner fails to do so, the Rangely Police Department may be called to remove the animal from the premises.

Livestock will be inspected bi-weekly by utilization of handling chutes for signs of illness, parasites, or lameness and treated if necessary. The Owner or responsible party for the livestock will provide a report of these inspections to the Columbine Park Management Staff. If the Owner or responsible party fails to provide the required documentation, Columbine Park Management Staff will instruct the Owner or responsible party to remove the livestock from Columbine Park.

Camping/RV Use

Any Event with camping or RV use at Columbine Park must have Columbine Park Management Staff approval and be in association with the scheduled Event. Columbine Park Management Staff will designate areas for camping and parking. All persons camping or using an RV do so at their own risk and are responsible for their own safety as well as the safety of others. There shall be no open fires or flames and campers are responsible for removing their own trash.

Trailer Parking

Animal Boarders who have a current executed Columbine Park Animal Boarding Contract are up to date with their monthly rent payments and are in good standing with the Columbine Park Management Staff may park one (1) trailer on site for storage of hay and tack. The Boarder must include the trailer's plate number and description in the Columbine Park Animal Boarder Contract and park the trailer in the designated trailer parking location. Trailer parking area must be kept clean and free of trash and twine. Failure to comply with the Policies and Procedures or Columbine Park Animal Boarding Contract may result in the trailer being removed from Columbine Park at Owner's expense.

Animal Feed & Hay Storage

No hay, straw, or similar agriculture product will be stacked or leaned against any of the Columbine Park structures.

All feed, hay, or straw must be stored in a neat and organized fashion and only in the designated areas. Columbine Park Management Staff will identify the locations, manner of storage, and quantity of storage for all feed, hay, straw, or similar agriculture product.

Rio Blanco County Columbine Park Policies & Procedures

All alleyways must be kept clean and clear of obstructions. Boarders are allowed to keep a single 18" x 3' bale sized area of storage in front of their stalls. This should be the equivalent to one day's feed and shavings for the horse.

No stalls will be rented for the purpose of storing hay, feed, straw, or similar agriculture products.

No turn-out pens, exercise pens, temporary fences or any other structure to confine animals will be allowed without the written consent of the Columbine Park Management Staff.

BOARDING ANIMALS

All Boarders must review, sign, and submit the executed Columbine Park Animal Boarding Contract with the required documentation and fees before boarding animals, to the Columbine Park Management Staff.

All Boarders must follow all rules and regulations identified in the Columbine Park Animal Boarding Contract in addition to these Policies and Procedures.

Stalls must be cleaned each day. Any stall that requires cleaning due to neglect will be cleaned by Columbine Park Maintenance and Operations Technicians with fees for labor and equipment charged to the Lessee at the Maintenance and Operations Technicians pay rate per hour and equivalent rental rate for equipment per hour. Incurred charges will be due and payable when the Lessee is delivered the bill. Such charge shall be treated as additional rent and non-payment of the charge will be considered non-payment of rent. RBC may pursue all remedies available for non-payment of rental charges.

A clean stall has had all manure removed, all wet bedding removed, any ice/debris in the water buckets removed, and the remaining clean bedding spread out with new bedding added as needed; fresh water and feed must be placed in the appropriate containers, and the alleys and doorways must be cleaned of any debris or feed that may have spilled or dispersed during cleaning.

All manure, straw, and ice from water buckets will be moved from the stall area to an area designated by Columbine Park Management Staff. Dumping manure, straw, and/or ice in front of stalls, in alleyways, or in undesignated areas is a violation of these Policies and Procedures.

No more than one horse or mule may be placed in a single stall except a mare with foal, or a horse with a goat that has been approved as an emotional support animal.

RBC reserves the right to require a Boarder to remove their animal from Columbine Park if that animal, in the sole and unfettered determination of the Columbine Park Management Staff exhibits problematic behavior.

County reserves the right, but not the duty, for Rio Blanco County Facility Staff to inspect stalls, horses, mules, or livestock on a periodic basis and to call a licensed veterinarian at the Owner's expense should any animal appear to be sick or a carrier of any contagious disease. Incoming animals that appear sick will not be allowed in the Turn-out Pens or the Exercise Pens.

Rio Blanco County Columbine Park Policies & Procedures

Exercise & Round Pens

1. Horses may not be left unattended while in the Exercise or Round Pens.
2. Feeding and watering are prohibited while in the Exercise or Round Pens.
3. Overnight use is strictly prohibited.

CNCC has priority use during scheduled classes; schedules will be posted by Columbine Park Management Staff.

In the event that an animal is found dead or dies in Columbine Park, Columbine Park Management Staff will notify the Town of Rangely Animal Control and a licensed veterinarian at the expense of the Owner will determine the cause of death. The Owner of an animal that is found dead or dies on Columbine Park must at Owner's expense dispose of the dead animal per County and/or State regulations for legal carcass removal.

All animals must be penned, stalled, and otherwise confined or under the direct control of the Owner or handler at all times. Persons keeping animals at Columbine Park must use every care to assure safety of visitors and other patrons/personnel. Violation of this policy may result in removal of animals from the Columbine Park or the Town of Rangely Animal Control may be called to remove the animal at Owner's expense.

No horses will be Boarded at Columbine Park without proof of a negative Coggins test and health certificate.

Boarders must renew and submit to Columbine Park Management Staff, their Boarding Contract, health certificate, and negative Coggins test on a yearly basis.

Animals must not be changed from their assigned stalls without the prior consent of the Columbine Park Management Staff. No horses will be permitted to be stalled or kept in the arena areas.

Wash Rack

1. Washing animals anywhere other than the wash racks is prohibited.
2. The use of the wash racks are on a first come-first served basis.
3. The wash rack must be cleaned after each use.

EVENT MANAGEMENT

The facilities at Columbine Park are available to users on a first come-first served basis unless reserved for an approved Event or class, as posted.

Event Holders must coordinate with the Columbine Park Management Staff to determine date availability and receive a fully executed User/Rental Agreement before an Event date is secured. Consideration may be given to the Event Holder to reserve the same dates for the following year; however, there is no

Rio Blanco County Columbine Park Policies & Procedures

guarantee the date of Event can be reserved.

Event Holders using Columbine Park for any activity in which animals are used or exhibited shall comply fully with all applicable government agency statutes, laws, ordinances, rules, and regulations, including those applicable to the humane care and treatment of animals. Event Holders assume the full responsibility for complying with all applicable ordinances, laws, rules, regulations, and/or orders as they relate to the needs and rights of the animals which are under the Event Holder's care and control.

In the case of an accident or emergency, Event Holder agrees to cooperate with Rio Blanco County Facility Manager in the formulation of an action plan and response to media inquiries. All accidents, occurrences and incidents must be reported to Rio Blanco County Facilities Management as soon as possible, but no later than the next business day. Reports must include:

1. Name, address and telephone number of the injured person or persons.
2. Name, address and telephone number of any witnesses.
3. A description of the accident (how, when, and where it happened).
4. A description of the extent of bodily injury or property damage.

Columbine Park Facilities Management Staff has the right to require medical personnel to be in attendance at the Event based on the type of Event, and Event Holder will be notified of such requirement prior to the Event.

Event Holder will coordinate with the Columbine Park Management Staff and will receive prior written approval from the Rio Blanco County Facility Manager for all advertising that will be displayed at Columbine Park. Advertising material and locations will be determined on an Event-by-Event basis and will be posted/displayed at locations designated by the Rio Blanco County Facility Manager.

The sale, possession, and consumption of alcoholic beverages is prohibited unless the following criteria are met:

1. The sale of alcohol must be outlined in the User/Rental Agreement and details determined such as location, time, and security plan.
2. Event Holder must obtain and provide a copy to RBC of the proper Event permit from the Town of Rangely.
3. Event Holder must provide a certificate of insurance, including liquor liability.
4. No person under the age of 21 can sell, possess, or consume alcohol.

If the Event Holder fails to disclose that alcohol is to be sold, served, or otherwise made available, the Event Holder is subject to removal, citation, or arrest at the discretion of the Town of Rangely Police Department, and the Event Holder may be prohibited from future use of the Columbine Park.

Event Holder is responsible for cleanup of the restrooms, grand stands, announcer's booth, and any other Columbine Park structure or facility used by the Event Holder.

Rio Blanco County Columbine Park Policies & Procedures

Event Holder shall be responsible for all damages to Columbine Park property. All costs deemed necessary and incurred by Columbine Park for replacement and/or repairs caused during an Event will be billed to Event Holder within ten (10) working days after the Event. Payment must be made within fifteen (15) days after receipt of billing.

Event Holder shall provide all security, ushers, announcers, ticket takers, cleanup crew and other persons necessary to conduct the activities described in the Rental Agreement. Columbine Park may be able to provide personnel for limited activities at its sole discretion. Columbine Park Management Staff may be available for on-site or on-call attendance/supervision/inspection while Event is being held. This will be determined on an Event-by-Event basis and finalized during planning meetings.

Event Holders may not undertake any plumbing, electrical, telecommunications, carpentry, or mechanical work on any Columbine Park structure. No Columbine Park structure may be removed or altered by Event Holders.

Fireworks may be permitted with the prior approval of Columbine Park Facility Manager and the Town of Rangely.

Food Services in all Facilities must meet the general health and safety standards of the Rio Blanco County Environmental and Public Health Department and the Town of Rangely.

CORRECTIVE ACTIONS

First Violation

In the event the Columbine Park Management Staff witnesses, is informed of, or suspects that a user of Columbine Park has violated the Policies and Procedures of Columbine Park, the Columbine Park Management Staff will issue a written warning to the Columbine Park User.

Second Violation

In the event the Columbine Park Management Staff witness or receives documentation of a User who has committed a second violation of the Policies and Procedures of Columbine Park, the Columbine Park will issue a written reprimand and a fine equal to one month stall rent of Fifty Dollars (\$50.00) which is due upon assessment. In the event the User is not a current Boarder at Columbine Park the violator and any/all animals under their care will be instructed in writing to leave the premises and not return for one (1) month.

Third Violation

In the event Columbine Park Management Staff witness or receives documentation of a User who has committed a third violation of the Policies and Procedures of Columbine Park for a third time, the Columbine Park Management Staff will instruct in writing the User to leave the premises and not return for one (1) calendar year from the date of the third violation. If the User is a current Boarder at Columbine Park, the Columbine Park will give the Boarder five (5) business days to relocate their animal(s) from the Columbine Park, and the User will forfeit their deposit. If the User is not a current Boarder at Columbine Park, the User will be required to immediately vacate the premises with their animal(s).

Rio Blanco County Columbine Park Policies & Procedures

DULY MOVED, SECONDED, AND PASSED ON A VOTE OF 2 FOR AND 0
AGAINST, THIS 24th DAY OF SEPTEMBER, 2019.



(Seal)

Attest:


Clerk to the Board

The Board of County Commissioners
of Rio Blanco County, Colorado

By: _____
Jeff Rector, Chairman

By: 
Si Woodruff, Commissioner

By: 
Gary Moyer, Commissioner