



CORDILLERA
Metro District

CORDILLERA EQUESTRIAN CENTER
CORDILLERA METROPOLITAN DISTRICT
2022-2023 RULES AND REGULATIONS

GENERAL

1. Mission. The Cordillera Equestrian Center (“CEC”) exists to provide an outstanding amenity for all Cordillera property owners. The CEC will maintain a safe, healthy, and enjoyable environment for all who use the facility. The CEC will generate sufficient income to offset direct costs.

2. Purpose of Rules and Regulations. The fulfillment of this mission depends upon the cooperation of all parties who ride, board their horses, train horses or provide other equestrian services, and work at the CEC. To help fulfill the mission, the Cordillera Metropolitan District (“District”) has adopted the Rules and Regulations (“Rules”) set forth below.

3. Cordillera Metropolitan District. The District has responsibility for the operations of the CEC. Concerns about any of the operations at the CEC should be addressed to the Equestrian Center Manager (“Barn Manager”). In the event the Barn Manager cannot resolve a concern, the concern will be referred to the District Manager. The CEC staff carry out the Rules and polices adopted by the District and cannot change or alter any policy.

4. Notice of Change. These Rules are subject to change without notice. New Rules or approved changes will be sent via email. A copy of the current Rules is on file and available from the Barn Manager.

5. Enforcement of the Rules. The Barn Manager has the authority to enforce the Rules. The Barn Manager will notify individuals not complying with the Rules. If, after verbal and written notification, the individual continues to disregard the Rules, the District Manager will be notified. The District Manager will take further action, which may include, but is not limited to, requiring the individual to remove his or her horse from the CEC.

6. Application. The Rules apply to all boarders, their children, guests, riders, trainers, and any other person present at, using, or working at the CEC. Owners of boarded horses and independent trainers are required to sign a copy of these Rules to acknowledge their understanding and agreement to abide by the Rules.

7. Release/Waiver of Liability Forms. A Release of Liability form must be signed before anyone can use any CEC facilities and/or participate in any activities at the CEC. Parents or guardians of children under eighteen (18) years of age must sign the Release for their child or children. Releases will be kept on file for 1 year. A new release must be signed at the beginning of each calendar year.

USE OF FACILITIES

1. CEC Hours of Operation. The barn and the indoor arena are open and available for use 6 days a week, Tuesday – Sunday from 8:00 a.m. to 8:00 p.m. Outside facilities are available for use during daylight hours only. Please obtain written permission from the Barn Manager if you wish to use the facilities at other times. We request that any routine farrier/vet visit be scheduled between 9:00 a.m. and 5:00 p.m.

2. Cooperation. Most of the CEC facilities are shared facilities (e.g., wash stall, tack room, round pen, indoor arena, and outdoor arena). Every owner, rider, and trainer must cooperate in sharing the facilities.

3. Some Facilities Are Not Shared. Stalls and paddocks are assigned by the Barn Manager. Stalls and paddocks are for the exclusive use of horse owners who they are assigned to and may not be used without permission.

4. Scheduling / Reservations. In order to provide for the efficient, equitable use of facilities, only boarders who have contracted with the District to board their horse(s) at the CEC may schedule arena time. However, boarders may also assign any of their scheduled hours to their trainer or lease holder. Free riding privileges extend to contract holder/boarder, trainers exercising boarder's horses and Cordillera homeowners trying out the facility. Lessees are only allowed to free ride if the CEC does not experience any crowding or safety issue.

5. Scheduling of Indoor Arena. The Barn Manager will make a schedule for the Indoor Arena that prioritizes safety, fairness, and minimizes overcrowding. Free riders may ride in times scheduled for other riders but must give right of way to the scheduled rider. To accomplish this task, Cordillera reserves the right to change the conditions of scheduling, including the number of hours per horse, if it becomes impossible to schedule riders for all requested times. We, therefore, ask that only boarders who need right of way for lessons, specific types of schooling, jumping or patterns request to reserve time, but otherwise ride as a free rider. Lesson times may not be utilized for groundwork, lunging or ground driving sessions, unless no other riders are present in the arena.

Scheduling and reserved time guidelines:

- Each horse is allotted three (3) hours of reserved (scheduled) time per week. Scheduled time may be shared with other boarders.
- The Barn Manager will publish the schedule for the Indoor Arena once the outdoor arena is no longer available for riding in the fall of each year and determine a start date as appropriate.
- When appropriate an online sign-up format will be made available to help with scheduling. When an online sign-up is available, please follow the currently recommended scheduling guidelines published with the online sign-up.

6. Arena Etiquette. Be aware of other riders in the arena. If moving slower, allow room for other riders to move around you safely. Only pass when it is safe to do so, otherwise circle or cross the arena to create better spacing. Try to move in the same direction as other riders. Always pass left shoulder to left shoulder when going opposite directions. Side by side riding is only allowed when other riders are not present. Training implements such as whips, flags, tarps, and bags can only be used when no other horses are in the arena. If using poles or jumps, please put them back in their appropriate places when finished. Remember, this is a shared space, and everyone has a responsibility to make it safe and enjoyable for other users.

7. Jumping. Jumping is only allowed during scheduled jumping times. Persons under the age of 18 may only jump when supervised by a trainer. Free riders must yield right of way when a horse is jumping a course. Please ask where the best place to wait is while a jumper rides their course. While jumping, be aware of other horses in the arena and call out the course before jumping it.

8. Free Schooling. Free schooling (letting a horse run loose around the arena) is **not** allowed in the upper arena. Boarders may free school in the lower arena when it is not being used. Horses must be haltered and physically controlled by the handler, if a rider wants to enter the arena. Free schooling is not the same as turnout. Horses may not be turned loose and left unattended in any arena.

9. Lunging and Groundwork. Etiquette will be as follows:

- The round pen and lower arena are available for lunging and groundwork, when not in use.
- For safety reasons, a horse and rider (free riding or in a lesson) have priority over a horse being lunged or worked on the ground.
- If, for the safety of the rider, a horse needs to be lunged in the middle of a lesson, everyone in the arena must stop and stand quietly for 5 minutes while the horse is lunged. After 5 minutes, the rider/trainer must stop lunging the horse and remount or go to the round pen or lower barn to continue the lunging.
- Groundwork follows the same rules as lunging and can only be done when no other horses are in the arena.

10. Tack rooms. Please keep the tack room clean and organized. Each boarder is assigned one space per horse in the tack rooms. Space is defined as two saddle racks and the area underneath the saddle racks. All the boarder's tack must be kept in the boarder's assigned space.

11. Barn aisle. No riding is allowed in the barn aisle. Horses are not to be left cross-tied or otherwise "parked" in the barn aisle. Keep the barn aisles clean and neat. Do not tie to doors, blanket racks, etc.

12. Tack Up Areas. Tack up areas are available for use in the upper barn. Please be respectful of others by not leaving horses "parked" in the tack up area for long periods of time. Do not leave horses unattended in the tack area. It is the boarder's responsibility to clean up after themselves. Brooms and shovels are available in each area for cleaning up manure, hair, and dirt.

13. Cleaning up. You must clean up after yourself and your horse immediately after you finish using any part of the CEC except paddocks and stalls. All manure must be picked up after using the arenas, tack up, farrier stall or round-pen.

14. Wash Stall. The wash rack is not to be used for brushing or clipping. Please clean off mud and pick out horse's feet before entering the wash Stall. Put hose away after use.

15. Doors and Gates. All doors and gates should be left as you find them - opened or closed. If in doubt, ask a staff member. During the winter, keep barn doors, and dutch-door windows closed.

16. Parking. Vehicles and trailers must be parked in assigned areas only.

17. Thermostats. The Barn Manager is the only person authorized to adjust the thermostats in the CEC.

18. Prohibited Activities. There is absolutely NO SMOKING inside, or within 100 feet of either barn area. There shall be no use of illegal drugs on the premises. There is to be no drinking of alcoholic beverages on CEC premises unless at a CEC sanctioned event where alcohol is permitted. Minors are never allowed to drink at the CEC, in accordance with the applicable law.

19. Pets. All small animals (e.g., dogs, cats) when on District property must be restrained in a vehicle. No loud or misbehaving animals.

20. Liability for Damages. You will be charged for any repair costs resulting from damage caused by you, your horse, and anything or anybody under your care, custody, or control.

BOARDERS AND RIDERS

1. Instructions to CEC Staff. Instructions of any kind shall not be given to any CEC staff except the Barn Manager. The CEC is not responsible for any instructions, relating to individual horse, not given to the Barn Manager. Payment to staff for special care for a horse during the staff's normal working hours is not allowed.

2. Suggestions & Complaints. All suggestions, compliments, concerns, criticisms of barn staff or barn operations are to be e-mailed to amorris@cordillerametro.org or tbroersma@cordillerametro.org. **No boarder will, under any circumstances or for any reason, be abusive to any staff member.**

3. Equipment. Equipment, including but not limited to buckets, blanket and saddle racks, scoops, brooms, shovels, and rakes, that belong to the CEC or to another owner or rider are not to be removed from their assigned place or borrowed without the permission of the applicable owner.

4. Minors. Under no circumstances shall there be a child at the CEC that is unattended. Children under the age of 14 years old must always be accompanied by an adult boarder or other authorized adult.

5. Behavior. All boarders are responsible for the behavior and safety of their children, and guests. Users of and visitors to the CEC are expected to act safely, considerately, politely, and responsibly while on the CEC premises and to assure their children do the same. No running, screaming, or roughhousing is allowed on the premises. If it is determined that a person or persons have no appropriate business at the CEC they will be asked to leave.

6. Safety Equipment. All riders under the age of 18 are required to wear A.S.T.M.-S.E.I. approved helmets and such other safety equipment as may be required by law. Helmets must be within their manufacturer recommended life span. Helmets should always be replaced after a fall. Appropriate pants and shoes with heels are also required for riding.

7. Accidents / Emergencies. All accidents involving either (a) bodily injury requiring professional medical attention or (b) property damage exceeding \$500 must be reported to Cordillera Public Safety within 24 hours of the occurrence. Call 24 hours, seven days a week at (970) 926-2335. Boarders are required to report all human and equine injuries to the Barn Manager.

8. Wait Lists. The Barn Manager will maintain three (3) waiting lists: (i) regular stalls; (ii) front row Dutch door stalls; and (iii) paddocks. When space becomes available, the Barn Manager will award the stall or paddock to the first name on the waiting list, with priority given to property owners, followed by current boarders, then by non-property owners. If a person declines, their name will be removed from the waiting list and the next person on the list shall be awarded the available stall or paddock.

9. Property Owner Boarding. In accordance with resolutions adopted by the Board of Directors of CMD, Cordillera property owners are entitled to board their horses at the CEC with 60 days' notice. In the unlikely event that there is no space available, a boarding agreement with a non-property owner(s) may be terminated to make space available for a property owner. The last horse(s) in the CEC will be the first to have their agreement terminated.

BOARDED HORSES

1. Additional Services. The boarding fee covers the items of service listed in the Boarding Agreement. Extra services listed on the Fee Schedule are available upon 24 hours written notice. If a service is requested that is not listed in the Fee Schedule, the Barn Manager must approve the service before it is performed.

2. Change of Feed. All hay amounts will be controlled by the Barn Manager. Changes of grain or supplements must be requested in writing and are not effective until seventy-two (72) hours after the request is received unless due to a medical emergency.

3. Medications. The CEC will only administer medications to horses at the direction of the horse's veterinarian. CEC staff will not administer IV or IM medications to horses, except when directed by a veterinarian during a potentially life-threatening emergency.

4. Feed supplements. Must be provided by the boarder and will be added to horse's feed upon written request. Staff cannot guarantee that a horse will eat all the provided supplements, nor can staff stand with a horse for an extended period to ensure the horse eats all the provided supplements. If there is a concern about the horse receiving all the intended supplements, the Barn Manager will inform the boarder of the issue and the boarder will need to feed the horse its supplements.

5. Turnout of Stall Horses. Turnout will happen every day except in the event of severe weather. Decisions about severe weather will be made by CEC staff. Horses will only be left inside, if requested in advance. Once moved to their paddock, horses will remain in their paddock for the day. In the case of inclement weather stall horses may be brought in early.

INDEPENDENT TRAINERS

1. Agreement required. All independent trainers are required to execute an Independent Trainer Services Agreement with the District before conducting training of horses or riders or providing other services at the CEC. No lessons or training are permitted except by those instructors who have entered into an Independent Trainer Services Agreement with the District. The Independent Trainer Services Agreement contains the detailed terms and conditions of the trainer's use of the CEC. These Rules are a supplemental part of that Agreement.

2. Priority. Generally, owners of horses boarded at the CEC have priority over trainers in the use of CEC facilities unless the trainer is giving a lesson or riding a boarder's horse during a reserved lesson time.

3. Liability Release. All riders, trainers, and other independent contractors working at the CEC must have a current "Release of Liability" form on file before using the CEC facilities, including the equestrian trails.

4. Assistants. Any assistant working for an approved trainer must also sign a copy of the Rules and Regulations and the Release of Liability Form. Assistants must be insured in accordance with the Independent Trainer Services Agreement and have a current proof of insurance on file. It is every trainer's responsibility to ensure that their assistants are adhering to the rules.

5. Horse Health Care Requirements. Before any horse that is not covered by a boarding agreement is allowed at the CEC, current medical records must be presented to the Barn Manager. All horses must

comply with the Horse Health Records and Health Care Requirements listed in the current Boarding Agreement.

6. Falls. Parental or legal guardian permission is required for any minor to remount after a fall, which occurs at the CEC. Adults may remount at their own discretion. All falls must be reported to the Barn Manager.

FARRIERS, GROOMERS, VETERINARIANS, AND INDEPENDENT SERVICE PROVIDERS

1. Application. Farriers, veterinarians, and other independent service providers (“Service Providers”). Use of the facilities by such Service Providers is a privilege, not a right, and may be suspended for any reason including but not limited to failure to abide by these Rules or the directives of the Barn Manager.

2. Farrier Work Area. All farrier work shall be done in the designated area.

3. Clean up. All Service Providers are responsible for cleanup of their area after they work on a horse.

SPECIAL EVENTS

1. Right of use. The right to use the CEC or any of its facilities for special events is reserved to the District. Horse owners, boarders, trainers, and others must obtain prior written permission of the Barn Manager to conduct any special event at the CEC.

2. Scheduling. All requests to schedule special events at the CEC must be submitted 14 days in advance to the Barn Manager.

3. Fees. Fees for use of the CEC will be based on the type and scope of the event and must be paid prior to the event.

By signature below, I acknowledge that I have received, understand, and agree to abide by the Rules, as may be amended from time to time.

Boarder/Trainee Signature