

CITY OF ROCKY FORD

REQUEST TO USE PUBLIC RIGHT-OF-WAY or REQUEST FOR A SPECIAL EVENT ON A PUBLIC STREET

Tri-County Family Care Center

Applicant/Organization

Sarah Dillon

Contact Person - Please Print

512 1/2 N. Main

Organization Address

same

Address of Contact Person

Cruisin' Into Summer Festival

Name of Event

Sarah Dillon

Signature of Applicant/Sponsor

719-254-7776 719-469-2907

Daytime Phone/Cell

4/29/25

Today's Date

Give street name and any intersections to be closed as well as start and end times. All street closures require City Council approval.

Street Name (to be closed) Main From Railroad tracks to Maple, side streets closed to
6/7/25 Time: From 7:00 AM to 5:30 pm (See map) 9th & 10th streets

TYPE OF ORGANIZATION

Non-Profit (Must be registered 501-C (3) status with IRS. Non-profit does not need (Health Certificate)

Other: Specify _____

Are you going to sell products? Yes No Is your activity a fund raiser? Yes No

Are you going to solicit donations? Yes No Are you going to sell food? Yes No Vendors-Yes

Will there be alcoholic beverages available? Yes No If yes, contact City Clerk's Office. Elk's Lodge Sponsoring

Commercial Sales (You must provide liability insurance) Van Dyk Insurance

Do you plan to sell any products? Yes No If yes, must obtain sales tax license.

Do you plan to sell unpackaged foods? Yes No If yes, must obtain health certificate.

TYPE OF ACTIVITY: Explain activity including number expected to attend, equipment and vehicles used, vendors or contractors expected to service activities, etc. Attach a separate sheet if necessary. Please identify any events that will result in activities or participants leaving the roadway.

Possibly 300-500 people to attend, cat show, food & craft vendors, kids games,
entertainment on the city owned stage (trailer), UC Lifeline Helicopter
landing in city hall parking lot, Wild West Show, cornhole tournament,
Beer garden provided by Elk's Lodge, pie eating contest, chainsaw carter
behind Jenner Plumbing and art show

THE FOLLOWING IS TO BE COMPLETED BY APPLICANT AND THEN APPROVED WHEN MEETING WITH THE CITY MANAGER:

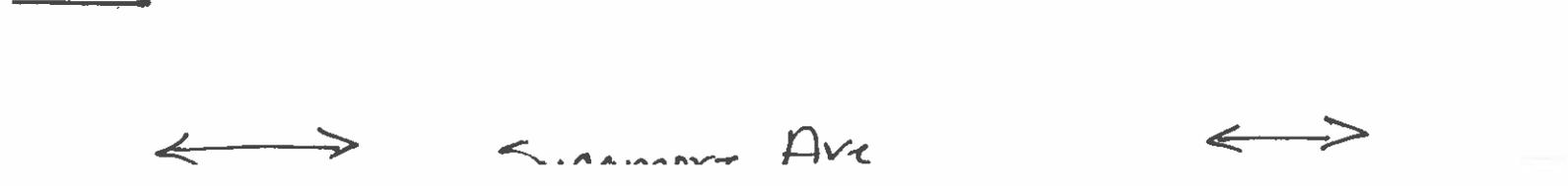
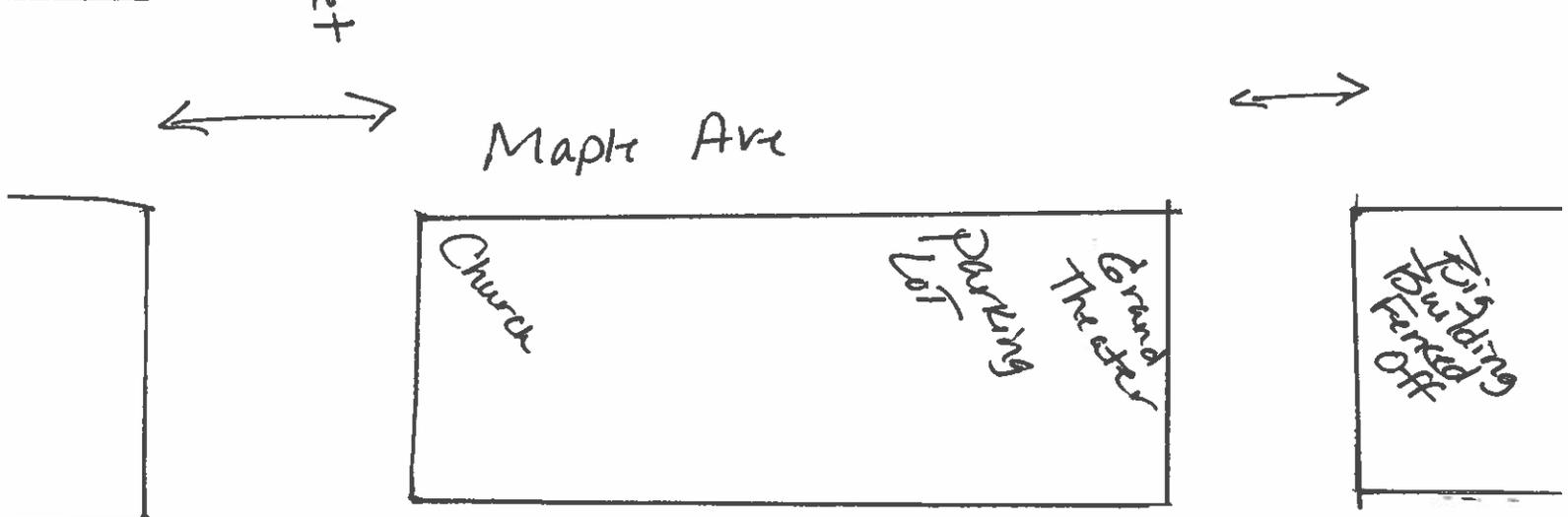
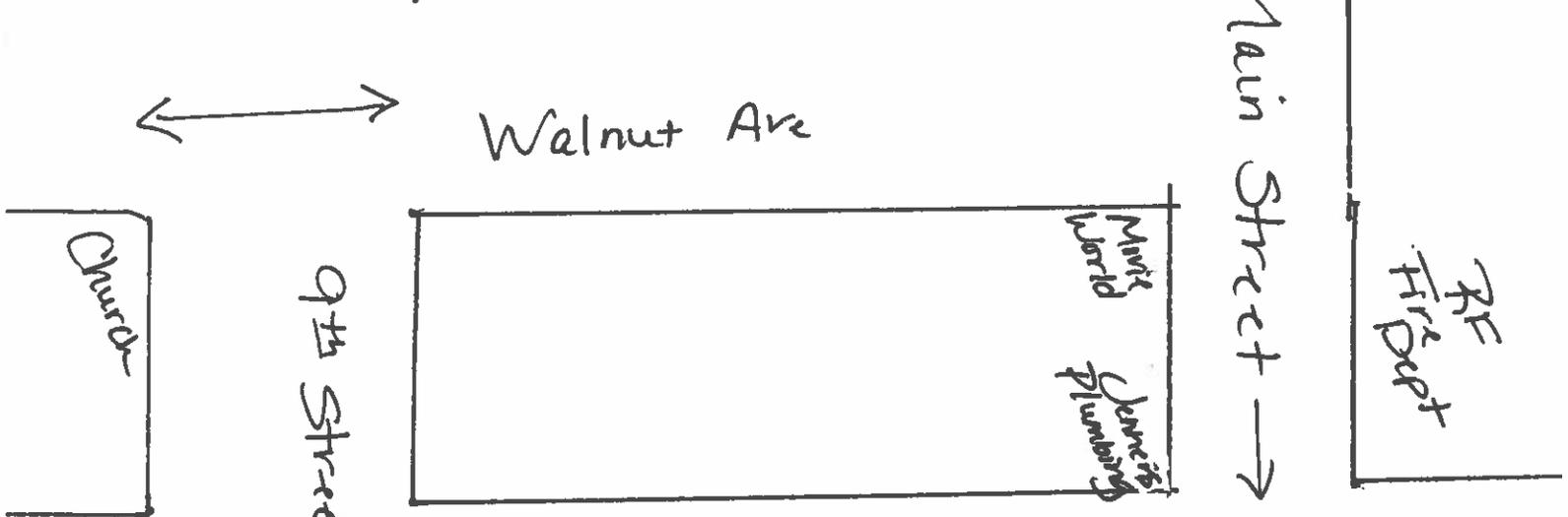
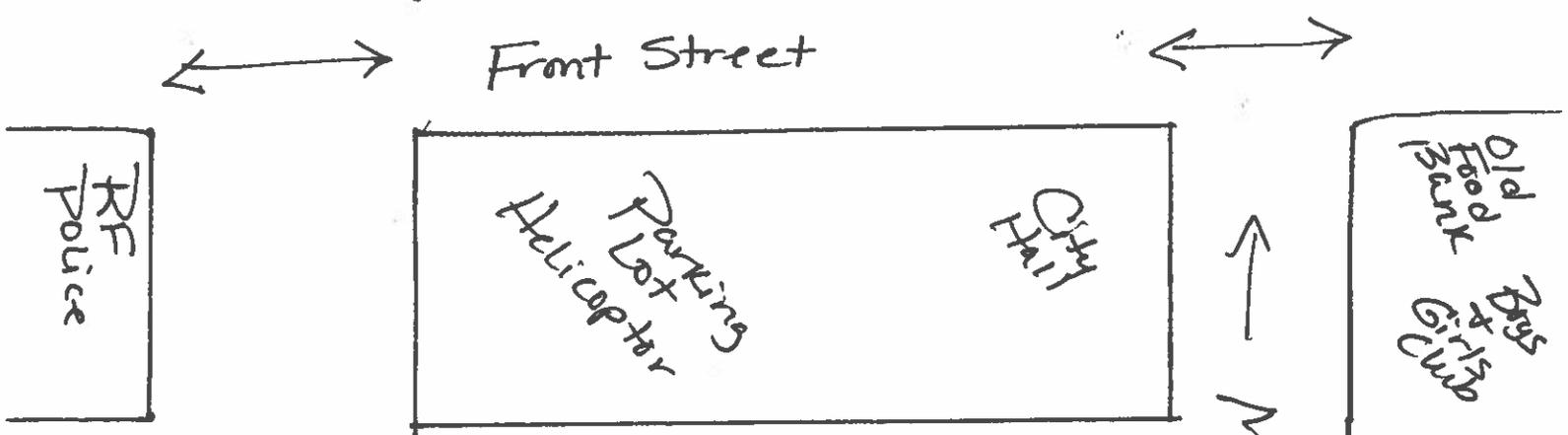
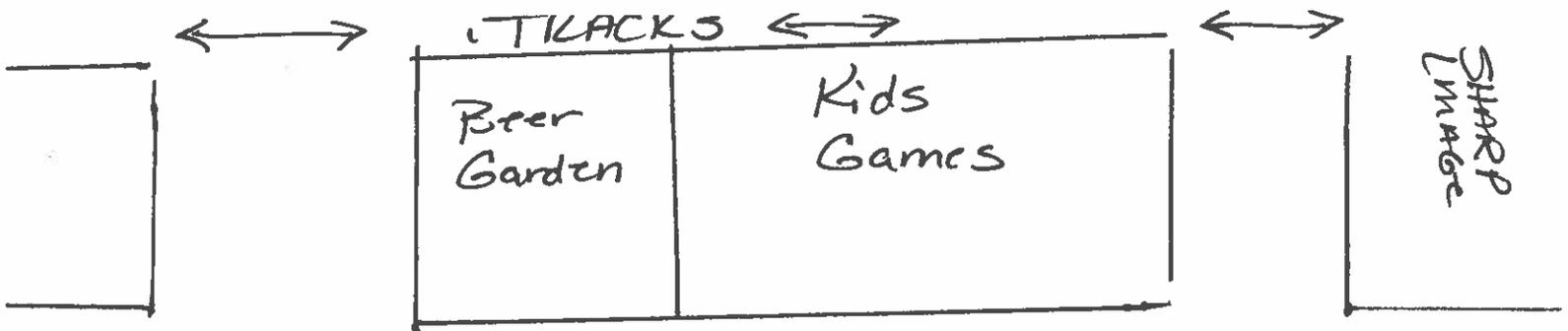
You, the applicant or sponsor of this request, are required to provide the following checked (✓) items at your expense. This "Request" is not valid until all requirements are provided and completed.

- Provide a minimum \$1,000,000 liability insurance naming the City of Rocky Ford as a Certificate holder and additional insured and deliver same to the City of Rocky Ford.
- Surety Bond in the amount of \$10,000 delivered to the City of Rocky Ford.
- Sales Tax ID Number 98-13552-0000
- Requesting trash dumpsters 14 you must provide trash and litter clean up and placement in dumpster(s)
- Provide portable toilet(s) and have them removed at the end of the event, or have adequate bathroom facilities available.
- Install traffic control devices as required by City of Rocky Ford to close street(s) for your event. Public Works Department can probably put "cones" for you, but you do need to request.
- Alcoholic beverages. Must contact City Clerk's office for more information.

Approved:

City Manager

Date



CRUISIN' INTO SUMMER FESTIVAL & KEEP KIDS SAFE FAIR

SATURDAY • JUNE 7TH
10 AM - 5 PM



GOT WHEELS? CAR/MOTORCYCLE SHOW

(main street from the tracks to maple)

UC Lifeline Helicopter

Kids Games • Vendors • Entertainment • Wild West Show
Art Show • Chainsaw Carver • Corn Hole • Beer Garden
& Pie Eating Contest

FUN, FUN, FUN FOR EVERYONE!

SPONSORED BY:

TRI-COUNTY FAMILY CARE CENTER

Celebrating "30" YEARS OF SERVICE

719.254.7776 512 1/2 N. Main • Rocky Ford, CO 81067

sarah.tricountyfcc@gmail.com • www.tricountyfamilycenter.org

PUT SEPT. 13, 2025 ON YOUR CALENDAR FOR THE MELON CHUNKIN FESTIVAL!!

Certificate Reference No: ATR/SE/222210

Authority Reference No: B088891008W25

1.Name of Insured:	Tri County Family Care Center, Inc		
Mailing Address of Insured:	512 1/2 Main Street Rocky Ford, CO 81067	Insured Location:	Railroad Park S Main St Rocky Ford, CO 81067

2. Effective From: 07 June 2025 **To:** 08 June 2025 both days at 12:01 a.m. standard time

3. Insurance to be effected with certain UNDERWRITERS AT LLOYD'S, LONDON 100%

4. Terms and Conditions

Please see attached for specific Policy limits, deductibles and coverages applicable to the certificate.

EVENT DETAILS		START DATE	END DATE
Coverage will be provided for Cruisin Into Fun Festival	Festivals	07-Jun-2025	08-Jun-2025
Number of days covered	1		
Set Up Days	N/A		
Take Down Days	N/A		
Total expected number of attendees per event	400		

COVERAGE	COVERAGE PROVIDED	PREMIUM
Commercial General Liability	Yes	\$242.00
Policy Amendments	As Specified	\$0.00
TRIPRA	No	\$0.00

TOTAL PREMIUM	\$242.00
SLAS Transaction Fee	\$0.42
Surplus Lines Tax	\$7.26
Inspection fee	\$0.00
Admin fee	\$0.00
Policy Fee	\$0.00

This contract is delivered as a surplus line coverage under the 'Nonadmitted Insurance Act'. The insurer issuing this contract is not licensed in Colorado but is an eligible nonadmitted insurer. There is no protection under the provisions of the 'Colorado Insurance Guaranty Association Act'."



TOTAL DUE \$249.68

THIS POLICY IS SUBJECT TO CANCELLATION IF A SATISFACTORY PHOTOGRAPH IS NOT RECEIVED WITHIN 30 DAYS OF BINDING. IN ADDITION, WHERE BUILDING AND OTHER STRUCTURE VALUE COMBINED EXCEEDS \$500,000, THIS POLICY IS SUBJECT TO CANCELLATION IF A SATISFACTORY INSPECTION IS NOT RECEIVED WITHIN 30 DAYS OF BINDING

5. Retail Broker: Van Dyk Insurance Agency Inc. **By:**
1006 Elm Ave
PO Box 327

Certificate Reference No: ATR/SE/222210

Authority Reference No: B088891008W25

Commercial General Liability:

	Limit(s)	Coverage	Premium
Each Occurrence Limit/General Aggregate Limit	\$1,000,000/\$2,000,000	Yes	
Products – Completed Operations Aggregate Limit	Included		
Personal and Advertising Injury Limit	\$1,000,000		
Damage to Premises Rented to You (Any One Premises)	\$100,000		
Total Liability			\$242.00

TRIPRA:

	Coverage	Premium
TRIPRA(Liability)	No	\$0.00

Policy Amendments:

	Limit(s)	Coverage	Premium
Medical Payments	\$5,000	Yes	
Additional Interests		Yes	
Liquor Liability Each Occurrence/Aggregate	NA	No	
Total Policy Amendments			\$0.00

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

Certificate Reference No:	ATR/SE/222210	Authority Reference No:	B088891008W25
Coverholder:	Concorde General Agency 720 28th Street S, Fargo, ND 58103	Retail Broker:	Van Dyk Insurance Agency Inc. 1006 Elm Ave PO Box 327 Rocky FordCO 81067
Name of Insured:	Tri County Family Care Center, Inc	Event Location:	Railroad Park S Main St Rocky Ford, CO 81067
Mailing Address of Insured:	512 1/2 Main Street Rocky Ford, CO 81067		

Effective from: 07 June 2025 **To:** 08 June 2025 both days at 12:01 a.m. standard time

Insurance is effected with certain UNDERWRITERS AT LLOYD'S, LONDON: 100%

THIS IS TO CERTIFY THAT THE COVERAGE 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.

EVENT DETAILS		Start Date	End date
Coverage will be provided for Cruisin Into Fun Festival	Festivals	07-Jun-2025	08-Jun-2025
Total expected number of attendees per event	400		
Set Up Days	N/A		
Take Down Days	N/A		

COMMERCIAL GENERAL LIABILITY	LIMIT(S)	COVERAGE
Each Occurrence / General Aggregate Limit	\$1,000,000/\$2,000,000	Yes
Products – Completed Operations Aggregate Limit	Included	
Personal and Advertising Injury Limit	\$1,000,000	
Damage to premises rented to you (Any one Premises)	\$100,000	
Liquor Liability Each Occurrence/Aggregate	NA	No

ADDITIONAL INSURED – MANAGERS OR LESSORS OF PREMISES

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Designation Of Premises (Part Leased To You): Railroad Park S Main St, Rocky Ford, CO, 81067
Name Of Person(s) Or Organization(s) (Additional Insured): City of Rocky Ford
Additional Premium: \$ 0
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability arising out of the ownership, maintenance or use of that part of the premises leased to you and shown in the Schedule and subject to the following additional exclusions:

This insurance does not apply to:

1. Any "occurrence" which takes place after you cease to be a tenant in that premises.
2. Structural alterations, new construction or demolition operations performed by or on behalf of the person(s) or organization(s) shown in the Schedule.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

TRI-COUNTY FAMILY CARE CENTER
512 N MAIN ST
ROCKY FORD, CO 81067

Amount Due \$126.00

Obligee OBLIGEE ADDRESS UNKNOWN

Bond # 63450306
Company Western Surety Company
Term Dates 12/1/2024 to 12/1/2025
Bond Amount \$10,000.00
Description CO Dishonesty B Non-Profit Organization

Information

Otero County Ins., Inc.
208 West 3rd Street
La Junta, CO 81050
Phone : (719)384-4488

We show 2 rated for premium purposes.
To ensure proper coverage, verify the total number of employees and owners covered & contact us with changes. Note: After several years, we may have increased our rates slightly.

Payment Instructions

• Pay Online at ONLINEPAY.CNASURETY.COM

- If paying by mail, please send payment 2 weeks prior to due date to ensure receipt
- Make check payable to CNA Surety
- Detach payment stub and return with payment



Note-Renewal documents will only be sent upon receipt of full payment

Tri-County Family Care Center
Bond # 63450306
Company 0601
Agency 05-00214
Otero County Ins., Inc.

Payment Due 12/1/2024 Amount Due \$126.00



CITY OF ROCKY FORD

**MARIJUANA ESTABLISHMENT LICENSE APPLICATION
CITY CLERK'S OFFICE
203 S MAIN
ROCKY FORD, CO 81067
719-254-7414 (phone) 719-254-7416 (FAX)
rkorinek@rockyford-co.gov (email)**

Date Application Received by Clerk: 5/8/2025
Application Fee Paid: 5/8/2025
License Fee Paid: 5/8/2025
Application Received By: *rkorinek*
Retail Store Renewal

TYPE OF LICENSE: (Please choose ONE)

- MEDICAL:** Medical Marijuana Center
 Optional Premises Cultivations License
 Medical Marijuana Infused Products Manufacturers' license

RETAIL: Only medical marijuana centers licensed in Rocky Ford as of June 15, 2017, or that submitted application materials to the City of Rocky Ford before June 15, 2017, qualify for a retail marijuana store license.

- Retail Marijuana Store
 Retail Marijuana Cultivation
 Retail Marijuana Products Manufacturer

- OTHER:** License Renewal
 Modification of Premises
 Transfer License Ownership
 Transfer of License Location
 Other (please specify) _____

BUSINESS PREMISES INFORMATION

Legal Business Name: Mesa Organics III, Ltd

Trade Name of Business (dba): Star Buds

FEIN: 83-4659550

State/City Sales Tax # 51714351-0001

Physical Address of Business: 1315 Elm Avenue, Rocky Ford, CO 81067

Mailing Address of Business: 865 N Albion Street, Suite 300, Denver, CO 80220

Business Telephone Number: 8159804290

Business Email: licensing@schwazze.com

Property Owner Name: IIP-CO 4 LLC -Pearl Lai

Property Owner Address and Phone Number:

11440 West Bernardo Court, Suite 100, San Diego, CA 92127 Building Owner Name: IIP-CO 4 LLC -Pearl Lai
858-922-6887

Building Owner

Address and Phone Number: 11440 West Bernardo Court, Suite 100, San Diego, CA 92127 858-922-6887

If the applicant is not the owner of the land or building where the marijuana establishment is to be located, the applicant shall submit a lease and a notarized "Property Owner Consent Form" granting consent from the property and/or building owner for the City to initiate the review process.

Attachment 1- Please refer to section 1 19 on page 8 of the attached lease for landlord consent/permitted use

CITY OF ROCKY FORD
05/08/2025 13:37 MHERRERA

MARIJUANA LICENSE FEE

DRW016908 AMOUNT
FMSD MARIJUANA LICENSE FEE 1,250.00
MESA ORGANICS DBA STAR BUDS
1315 ELM AVE
LICENSE RENEWAL
LICENSE # 403R-00765

PAYMENT RECEIVED AMOUNT
PP / 9635 1,250.00
AUTH CODE: 1/5854172
TOTAL 1,250.00

POINT&PAY FEES 37.50



Mesa Organics III, Ltd DBA Star Buds
865 N. Albion Street, Ste 300
Denver, CO 80220

May 8, 2025

Ms. Rebecca Korinek
City of Rocky Ford
203 S. Main
Rocky Ford, CO 81067

Dear Ms. Korinek,

I am writing to you in regard to the recent local renewal for Mesa Organics III, Ltd DBA Star Buds (Retail Marijuana Store) license number 403R-00765 at 1315 Elm Ave., Rocky Ford, CO 81067. Thank you for your kind assistance with the renewal. The package this letter is included in contains the local renewal documentation, the renewal fee check, the lease with landlord approval, and a copy of the Marijuana Enforcement Division Application.

If there is anything else you end up needing please reach out at the below information.

Best Regards,
Adam Fuller

Adam Fuller
Mesa Organics III, Ltd DBA Star Buds
815-980-4290
adam.fuller@schwazze.com



**A PROCLAMATION
AUTHORIZING RECOGNITION OF NATIONAL POLICE WEEK
May 11th – May 17th**

WHEREAS, there are more than 800,000 law enforcement officers serving in communities across the United States, including the dedicated members of the Rocky Ford Police Department;

WHEREAS, since the first recorded death in 1786, there are currently more than 24,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty, including Rocky Ford Police Officer Louis Box, whose end of watch was Wednesday, April 18, 1945;

WHEREAS, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, DC;

WHEREAS, new names of fallen heroes are being added to the National Law Enforcement Officers Memorial this spring;

WHEREAS, the service and sacrifice of all officers killed in the line of duty will be honored during the National Law Enforcement Officers Memorial Fund's 37th Candlelight Vigil, on the evening of May 13, 2025;

WHEREAS, the Candlelight Vigil is part of National Police Week, which will be *observed* this year May 11th-17th;

WHEREAS, May 15th is designated as Peace Officers Memorial Day, in honor of all fallen officers and their families and U.S. flags should be flown at half-staff;

Therefore, Be It Resolved that the City Council of Rocky Ford declares the week of May 11th through 17th, 2025, to be National Police Week in the City of Rocky Ford, and publicly salutes the service of law enforcement officers in our community and in communities across the nation.

Signed this 13th day of May, 2025.

Duane Gurule
Mayor
City of Rocky Ford

ROCKY FORD MUSEUM

CURATOR'S REPORT

For April 2025

In the month of April, we were pleased to welcome 70 visitors to the museum.

On the 5th, we had the "Rocky Stars" home schooled students toured the museum. There were 25 members in this tour. This group comprised of all grade level students that reside in the lower Arkansas River Valley. They did a scavenger hunt, watched Rocky Ford video's and rang school bells, while looking for their scavenger hunt items.

On the 10th, Mr. Bill Holcombe, Bent's Fort employee and Interpreter, gave a discussion about the lives of William Bent's children at the Sand Creek Massacre site. He discussed the attitudes and perceptions of both the Anglo settlers and Native Americans. And the clash that was to follow between the two groups. Sadly, only 6 community members attended this informative event.

On the 19th, the Arkansas Valley Classic Car Club toured the museum where 19 guests were welcomed. Many of the Car Club members have a love for history and the discussion was lively and informational. lengthy conversation soon followed with members of the car club and museum personnel.

On the 23rd, "Little Nic's Lawn Care" business came to clean out our courtyard and sidewalks. Little Nic volunteered 3 hours on this task, where he removed leaves, trimmed bushes and edged the inner courtyard. Our outside courtyard looks very nice and shaped up for the summer months.

Rob Marshall, Curator

Rocky Ford Museum



2025-2026 City Council Guiding Principles

Adopted January 14, 2025

Our Mission

Improve the quality of life in the City of Rocky Ford, making it a great place to live and work, while strengthening relationships and creating pride in our community.

Our Action

Your Rocky Ford City Council and city staff are committed to delivering exceptional municipal services by excelling in operations and fostering a culture of bold innovation. We embrace a proactive stance and promise to drive forward our vision through purposeful and decisive actions.

Our Strategic Objectives

We will honor our past while ensuring a successful future through excellence in:

Actions to ensure long-term **financial resiliency and vitality**

Constructing **reliable and safe infrastructure**

Building our community through **intentional and responsible development**

Continuous outreach and engagement to **foster a united community**

Supporting **high-performing operations** through our top-notch city government

Promoting local businesses to maximize our **economic strength**

OUR ROLE

As elected officials of a Statutory Council/Manager form of government, we are the legislative and governing body of the City. As a group, we set policy and adopt laws, ordinances, resolutions, and an annual budget as we deem appropriate. The Municipal Code charges the City Manager and their staff to manage the day-to-day activities of our municipal government, such as preparing the annual budget, hiring staff, enforcing laws and regulations, and carrying out Council policy directives.

OUR COMMITMENT TO WORK TOGETHER

As elected officials, we will:

Listen - We will listen to what fellow Council Members, community members, visitors, and staff have to say. Listening with an open mind builds trust.

Lead – We will serve as a model of leadership and civility to the community. We will strive to inspire public confidence in City government. We will demonstrate honesty and integrity in every action and statement.

Seek Consensus - We will seek common ground among competing interests and strive for consensus.

Disagree Agreeably - We may disagree with each other but will treat the opinions of others with respect. We will use a professional tone and temperament even when we don't agree. Our disagreements can lead to constructive solutions to real problems.

Respect the Will of the Majority - While we may not all agree with the Council's final decision, we will uphold the decision of the majority and not undermine it. If we want to affect change, we will do so in a constructive manner consistent with Council policies and procedures.

Respect the Rights of the Minority - We will be sensitive to the feelings and concerns of those who do not agree with the majority. We will respect their position and refrain from criticizing them for disagreeing with the remainder of the Council.

Treat Everyone with Respect - We will not publicly embarrass or humiliate our fellow Council Members, citizens or staff. We will be aware of our body language, our tone of voice, and the words we use to ensure we are maintaining decorum and respecting our colleagues. While disagreements are expected and acceptable, we will maintain an atmosphere of goodwill and respect. We will focus on ideas and suggestions rather than question motives, intelligence, or integrity. We will demonstrate respect for the democratic process and respect for the community we serve.

Treat Staff as Professionals – We respect the role of staff as professionals and depend on the City Manager to manage staff performance.

Share information – In order for all Council Members to have the same information, we will share relevant information and use the Council Report on our agenda as the primary vehicle to share information.

Make Decisions in the Open - We will be transparent and conduct our business, not just by the letter of the Open Meetings law, but with the spirit of it as well.

Communicate the Decisions of Council - We will accurately communicate the majority decisions of the City Council, even if we disagree with the decision; and by so doing, affirm the respect and integrity of our decision-making process.

Nurture the Value of the Individual and Recognize the Strength of the Team - We believe the Council’s legal and political strength is maximized when we work as a team. Constituents expect their elected officials will work together for the common good of the City and our constituents.

Trust Your Judgment; Make Tough Decisions - The voters elected us to make informed decisions. We realize some of the most difficult decisions are those that represent the greater good, sometimes against the wishes and desires of individual citizens.

PERSONAL CITY COUNCIL COMMITMENT:

To ensure we are committed to working together for the greater good of the Rocky Ford community, each member of City Council adheres to the following personal expectations:

Responsibility.

- I understand that the community expects me to serve with dignity and respect and be an agent of the democratic process.
- I avoid actions that might cause the public to question my independent judgment.
- I do not use my office or the resources of the city for personal or political gain.
- I am a prudent steward of public resources and actively consider the impact of my decisions on the financial and social stability of the city and its citizens.

Fairness.

- I promote consistency, equity, and non-discrimination in public agency decision-making.
- I make decisions based on the merits of an issue, including research and facts.
- I encourage diverse public engagement in decision-making processes and support the right of the public to have access to public information concerning the conduct of the city’s business.

Respect.

- I treat my fellow city officials, staff, board and commission members and the public with patience, courtesy, civility, and respect, even when we disagree on what is best for the community and its citizens.

Integrity

- I am honest with all elected officials, staff, board and commission members, and the public.
- I am prepared to make decisions for the best interest of the public whether those decisions are popular or not.
- I take responsibility for my actions even when it is uncomfortable to do so.

Council Member Nanette Mosby

Council Member Nicole Roberts

Council Member Nic Martinez

Council Member Michael Montano

Council Member Robert Barron

Council Member Thomas Mullins

Mayor Duane Gurulé



CITY COUNCIL PROCEDURES AND RULES OF ORDER **Adopted January 14, 2025**

The Council hereby adopts the following procedures and rules of order under the authority of Section 2-2-80 of the Rocky Ford Municipal Code. The purpose of these procedures is to establish a framework for the orderly conduct of meetings. The application of parliamentary law is the best method yet devised to enable assemblies of any size, with due regard for every member's opinion, to arrive at the general will in a minimum amount of time and under all kinds of internal climate ranging from total harmony to hardened or impassioned division of opinion.

These procedures, in conjunction with *Bob's Rules of Order: Simplified Parliamentary Rules of Order for Colorado Local Governments*, shall govern the conduct of all Council Meetings; however, in handling routine business, Council may, by general consent, use a more informal procedure than that set forth in this procedure. Council may suspend these rules of procedure at any given time by a vote of four Council members or two-thirds of Council members present, whichever is greater.

I. Legislative Body and Officers

a) City Council

The City Council is the legislative and governing body of the City. Each member shall be addressed as Council Member (last name).

b) Mayor – Presiding Officer

The Mayor shall be the Presiding Officer at meetings of the Council and shall be addressed as Mr./Ms. Mayor or Mayor (last name). The Mayor is a member of the City Council.

c) Mayor Pro-Tem

The Council shall elect one of its members to serve as Mayor Pro-Tem. The Mayor Pro-Tem is nominated and appointed, by a majority vote of Council members present, at the organizational meeting in January following a regular City election.

d) Temporary Chair

1. In the event of the absence or disability of both the Mayor and Mayor Pro-Tem that would prevent them from attending any meeting of the City Council, the City Clerk shall call the meeting to order and call the roll. The Council shall then proceed to elect, by a majority vote of those present, a temporary chair of the meeting.
2. The temporary chair serves as Presiding Officer until the arrival of the Mayor or Mayor Pro-Tem. Upon conclusion of the agenda item or business currently before the Council, the Temporary Chair relinquishes the chair.

II. Meetings

a) Regular Meetings

1. The City Council shall conduct regular meetings on a regular day and time as set by the City Council. When a regular meeting date falls on a holiday or a day of special observance that is officially recognized by the City, the regular meeting shall be canceled and the City Council may, at the Council's discretion, reschedule the meeting for another date and time.
2. When a regular meeting must be canceled due to unforeseen or unanticipated circumstances, such as but not limited to emergencies, absence of a quorum, or failure of a required public notice, the Mayor is authorized to instruct staff to cancel the regular meeting and the Mayor may reschedule the meeting to another date and time. The City Clerk shall prepare notice of the rescheduled meeting and shall cause the notice to be delivered, at least 24 hours in advance of the rescheduled meeting date, by electronic mail, to each member of City Council, the City Manager, City Attorney, and posted at the City's designated posting place.

b) Special Meetings

1. Special meetings of the City Council may be called by the Mayor or any three (3) members of the Council by notice to each Council Member via electronic mail. Such advance written notice shall set forth the date, hour, place, and purpose of such meeting. The City Clerk shall prepare the notice and cause the notice to be delivered by electronic mail to each member of City Council, the City Manager, City Attorney, and posted at the City's designated posting place.
2. A special meeting may also be called and notice thereof given by majority consent of Council present at any regular meeting subject to the time and notice requirements set forth hereinabove; however, that further written notice of such special meeting will not be necessary for those Council members present.

c) Work Sessions

The Council may conduct work sessions. Work sessions shall be limited to the presentation of information to the Council and the Council's discussion of the information. Council may offer and accept reports, direct City administrative staff, and provide general guidance concerning public business under discussion. A quorum of Council is not required in order to hold a work session. No official business shall occur during a work session.

d) Quorum

A majority of the members of the Council in office shall constitute a quorum for the transaction of business at all Council meetings. In the absence of a quorum, a lesser number may adjourn any meeting to a later date and time. The City Clerk shall prepare and deliver to each member of Council timely notice setting forth the date and hour to which such a meeting has been adjourned.

e) Meetings to be Public

All regular meetings, work sessions, or special meetings of the City Council shall be open to the public as required by the Colorado Open Meetings Law and the public shall have a reasonable opportunity to be heard as provided by these *Rules of Order and Procedures*.

f) City Attorney

The City Attorney or the City Attorney's designated representative shall attend all regular and/or special meetings of the City Council and shall attend such other meetings and sessions of the City Council as requested by the Council.

g) City Clerk / Minutes

1. The City Clerk shall attend and shall keep the minutes of each regular or special meeting of the City Council.
2. The minutes of meetings shall record what action was taken rather than what was said.
3. Minutes shall list the number of votes in favor of an issue and against an issue, along with the names of the Council Members voting against the issue.
4. At any time prior to the City Clerk's certification of the minutes as approved by the Council, the Clerk may change the minutes to correct spelling or typographical errors, provided that such change does not alter the substance or meaning of the minutes. Council is encouraged to provide non-substantive changes to the City Clerk outside of Council meetings and prior to Council approval of the minutes.
5. Upon acceptance of the minutes to Council, the City Clerk and the Mayor shall sign the minutes.

h) Public Comment

Public Comment is a time set aside for citizens to address the Council concerning City business not otherwise on the agenda for a public hearing.

Procedure for public comment:

1. To accommodate all people wishing to speak, speakers are requested to sign up by 6:50 pm and limit comments to no more than three (3) minutes for an individual.
2. Depending on the business at hand, each scheduled public comment portion of the agenda will be held to an overall time limit of 30 minutes. When that time expires, the speaker may be permitted to complete a sentence but should make no further remarks. Speakers may cede time to other commentors.
3. At the discretion of the Mayor, public comment may be closed and reopened at a later time or date to be announced.
4. Individuals may comment regarding items on the Council agenda or about any other topic they wish to address to the City Council related to the business of the City. Comments specific to agenda items scheduled for public hearings should be reserved and delivered during the public hearing to ensure compliance with due process. Commenters who are called upon by the Mayor to speak are the only persons allowed to speak during the allotted time.

5. All comments should be addressed directly to the Council. City Council members and the Mayor typically do not respond during public comments.
6. Courtesy, civility, and respect for others is expected. Comments or other interruptions from the audience intended for commenters or others are not permitted. Cheering, snapping, clapping, and other disruptions are not allowed during or upon completion of any public comment.

i) Consent Agenda

During approval of the Consent Agenda or prior to approval of the Consent Agenda, a Council member may make a motion requesting that one or more items be removed from the Consent Agenda and added to General Business. Any motion to remove Consent Agenda items must be seconded and voted upon before an item is removed from the Consent Agenda. Items moved from the Consent Agenda will be considered in order following the remaining General Business items.

j) General Business

Presentations by outside organizations, updates, and consideration of Ordinances, Resolutions, and Motions are all a part of General Business. Items where substantial public comment is expected are generally placed first on the agenda, but critical items or items of extreme public interest may be placed first when deemed appropriate by the Mayor or City Manager.

k) Council Reports

Council reports are intended to inform other Council Members about meetings and information that are of value and beneficial to the body as a whole, including sharing information learned from meetings attended by Council Members or informing the public on community events or City construction projects. With the consensus of the majority of the Council, staff may be given substantive direction.

l) Attendance and Absences

1. All Council members are expected to attend all regular, special, and work session meetings.
2. In the event any Council Member is unable to attend any meeting of the City Council, such member shall advise the Mayor, City Manager, or City Clerk in advance of the meeting.
3. The Presiding Officer shall excuse an absence of any member where:
 - i. The Council member contacted the Mayor, City Manager, or City Clerk in advance of the meeting regarding the reason for the absence; and
 - ii. The reason for the absence is due to circumstances that were unforeseeable or unavoidable, such as but not limited to emergencies, illness, vacations scheduled well in advance of a meeting, last-minute familial obligations, or work obligations.

m) Telephonic/electronic Meetings

A member or all members of the City Council may participate in a regular or special meeting or work session by telephone or electronic means of participation only in accordance with City Council's adopted Telephonic/Electronic Meeting Participation Policy. Said policy, as may be amended from time to time, is incorporated herein by reference.

III. Agenda

a) Items are placed on the agenda by the City Clerk in consultation with the Mayor and City Manager. Council members with items for future agendas should contact the Mayor or City Manager and request that the agenda item be added. The requested agenda item will be added to a Regular City Council Meeting agenda within 90 days.

b) Order of agenda

The staff will set the order of agenda, which will be generally as follows:

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Mission Statement
5. Public Comment
6. Consent Agenda
7. Approval of Agenda
8. Presentations, Awards, Proclamations
9. Staff Reports
10. City Manager's Report
11. Council Member Reports
12. Old Business
13. New Business
14. Executive Session (as needed)
15. Adjournment

IV. Rules of Speaking

a) To be recognized, a Council member or staff member addresses the Mayor. The Mayor shall recognize Council members or staff.

b) The Mayor recognizes by calling out the Council Member's name. Only one person may have the floor at a time. A person shall not speak while another has the floor except in the case where a Council member makes a "Point of Order." A "Point of Order" relates to conduct that would not be considered appropriate conduct of the meeting; for example, if the Mayor moved on to a vote on a motion that permits debate without allowing discussion or debate or if comments that are being made are duplicative or not germane to the topic at hand. After a Council Member finishes speaking, the Mayor generally recognizes the next person who first asks for the floor after it has been relinquished.

- c) When necessary, the Mayor may call a recess to reframe the tone and temperament of the meeting.
- d) Questions and/or comments are rotated. Each individual Council member is given the opportunity to ask questions or make comments before Council members are allowed to speak for a second time, except in circumstances when responding to a question from a fellow Council member. The Mayor may end the discussion or debate to vote on the policy questions before the Council.
- e) The Mayor may intervene in Council debate in order to determine whether the Council wishes to postpone the Council action if more information or staff work appears to be warranted to facilitate a Council decision.
- f) Any Council Member may appeal a ruling of the Mayor to the Council. If the appeal is seconded, the member making the appeal may briefly state their reason for same, and the Mayor may briefly explain their ruling, but there shall be no debate on the appeal. The Mayor shall then put the question, "Shall the decision of the Mayor be sustained?" If a majority of Council Members present vote "Yes," the ruling of the Mayor is sustained; otherwise, it is overruled.

V. Procedure in Handling Motions (general/most common usage motions)

a) Classes of Motions

When an item is before the Council, the following types of motions shall govern.

1. **Main:** Basic motions introduce items of business before Council. A basic motion might be: "I move to approve Resolution Number...."
2. **Motions to Amend:** A main motion may be changed by moving to amend it. A motion to amend takes the main motion that is currently before the Council and seeks to change it in some way. A motion to amend might state: "I move to amend the motion approving Resolution Number ___ to add a new condition of approval as follows...."
3. **Motions to Withdraw:** A motion to withdraw allows the maker of the motion to withdraw their motion prior to when the Mayor calls for the vote.

b) Debate on Motions

Motions are subject to discussion. Each of the foregoing classes of motions is subject to discussion and debate subject to the decision of the Mayor to move on and take action. Non-debatable motions are those motions that, when made, must be immediately called on by the Mayor for a vote by the Council without debate or discussion. Motions that are not debatable include:

- Motion to adjourn to the next regularly scheduled meeting;
- Motion to recess, with the Mayor determining the length of recess;
- Motion to fix the time to adjourn;

- Motion to postpone an item;
- Motion to withdraw a motion; or
- Motion to limit debate.

c) Majority and Supermajority Votes

- Voting ultimately decides all questions and items before Council. Most decisions and motions require a simple majority to pass. A simple majority means the majority of Council members present if a quorum exists (e.g., 3 out of 4, if only 4 members are present). Certain decisions require a supermajority to pass.
- Emergency ordinances require the concurrence of two-thirds of the City Council present;
- Motion to limit debate or to move the question requires the concurrence of two-thirds of the Council members present to pass;
- Motion to suspend these Rules of Order and Procedures requires the concurrence of two-thirds of the Council members present to pass.

d) Tie Votes; No Right to Abstain

In the case of a tie vote, the motion fails. Council Members may not abstain from voting.

e) Conflict of Interest

A Council Member may be recused if such member has a direct financial conflict of interest (as defined in C.R.S. 24-18-109), in which case the member shall declare the conflict. If a Council Member believes they may have a conflict of interest, such member must confer with the City Attorney prior to the meeting, whenever possible. In the event of a declared financial conflict of interest, the Council Member must immediately leave the City Council chambers before there is any discussion or consideration of the item.

f) Motions to Reconsider

A motion to reconsider a decision previously passed upon may only be made at the same meeting or at the next regular Council meeting. The motion must be made by a Council Member who voted in the majority on the original motion. A member who voted in the minority cannot make a motion to reconsider.

VI. Procedure in Handling Ordinances and Resolutions

- All ordinances require two readings with publication and public hearing required. First reading of an ordinance is typically placed on consent agenda.
- On the second reading of an ordinance, the Mayor reads the title of the item set forth

on the agenda and opens the public hearing, followed by a staff presentation. After the presentation, Council has an opportunity to ask questions of staff. Public hearings of ordinances involving applications before the City Council shall include an opportunity for an applicant to present evidence in support of their application, and rebuttal of any public comment. The Mayor will then open the public comment portion of the public hearing. After public comment is heard, the Mayor will close the public comment and the public hearing. The Mayor then requests an appropriate motion. Once seconded, the Mayor restates the question or may ask the Clerk to restate the motion, followed by a discussion by Council. The City Manager, City Attorney, and staff may respond to questions raised by Council, if any. After any discussion, the Mayor restates the question and requests a vote. After a vote is taken by the City Clerk, the City Clerk shall declare the ordinance adopted, defeated, or continued. If the public hearing is not continued, it is then closed.

- c) Resolution titles are read by the Mayor and followed by a staff presentation if requested. The Mayor will ask for a motion. Once seconded, the Mayor restates the question, followed by a discussion by Council. The City Manager, City Attorney, and staff may respond to questions raised by Council, if any. After any discussion, the Mayor restates the question and requests a vote. After a vote is taken by the City Clerk, the City Clerk shall declare the resolution adopted, defeated, or continued.

VII. Voting

Council may vote by means of a roll call voice vote or an electronic voting system.

VIII. Parliamentary Procedure

Except as otherwise provided herein, all matters of procedure are governed by Bob's Rules of Order.

IX. Amendments

These Rules of Order and Procedures may be amended by a majority vote of the Council Members present at a Council meeting at which a quorum exists. Any proposed amendments shall be submitted in writing to each member of Council at least ten (10) days in advance of the City Council meeting at which such amendments are to be considered.

X. Variations in Procedures

Minor deviations or variations to these Rules may occur organically during a Council meeting. Any such minor variation or deviation shall not constitute a violation of due process.



CITY COUNCIL AND BOARDS/COMMISSIONS PROTOCOLS

Adopted January 14, 2025

I. Purpose and Intent

Public servants have a responsibility to carry out their duties with integrity. In order to preserve the confidence and trust of the public, City Council, and staff, the Rocky Ford City Council has adopted these Protocols to provide uniform guidelines to direct the conduct of the City's Council and Planning and Zoning Commission as well as any future boards or commissions the City Council may create hereinafter referred to as Boards. The definitive goal of these protocols is to have a highly effective Council and Boards/Commissions so that exceptional governance is realized in Rocky Ford.

Non-substantive changes to this document may be made and then distributed to Council/Boards/Commissions.

II. Meeting Protocols

- a. All members of the City Council, including the Mayor and Mayor Pro-Tem, as well as individual members of any appointed boards/committees have equal votes. No Council/Board member has more influence or opportunity than any other Board Member, and all should be treated with equal respect.
- b. Council/Boards are composed of individuals with a wide variety of backgrounds, personalities, values, opinions, and goals. Despite this diversity, all have chosen to serve in public office in order to preserve and protect the present and the future of the community. In all cases, this common goal should be acknowledged even as the Board may "agree to disagree" on contentious issues.
- c. Honor the role of the Presiding Officer in maintaining order. It is the responsibility of the Presiding Officer to keep the comments of Council/Board Members on track during public meetings. Council/Board Members should honor efforts by the Presiding Officer to focus discussion on current agenda items. If there is disagreement about the Presiding Officer's actions, those objections should be voiced politely and with reason, following procedures outlined in parliamentary procedure.
- d. Council/Boards are expected to attend meetings having reviewed all the materials.
- e. Council/Board Members with different points of view should seek to find common ground in a respectful manner to benefit the community as a whole.
- f. Council/Board Members should be aware of their tone and temperament at all times.
- g. Council/Boards shall make the public feel welcome and refrain from partiality, prejudice or disrespect toward any individual participating in or attending a public forum. Members of City Council/Boards will be fair and impartial in listening to public testimony.

- h. If necessary, public comments received during a public meeting will be followed up by staff at a later time or as directed by the Council/Board. It is not anticipated nor expected for Council or staff to respond during that meeting unless specifically requested by the Council/Board.
- i. Written comments to City Council must include the name and address of the sender. Written comments to be included in the City Council's packets must be received by the City Clerk no later than 5:00 p.m. on the Wednesday before the Tuesday meeting. Any documents received after the deadline will be disseminated to the City Council at the next subsequent Council meeting.
- j. Any correspondence for a public hearing must be received by 5:00 p.m. the day before the public hearing. In the event the public hearing is continued, comments received after the original deadline will be disseminated at the continued public hearing meeting.
- k. Council/Board Members should practice civility, professionalism and decorum in discussions and debate. Members should be aware of their tone and temperament during discussion and debate. Difficult questions, tough challenges to a particular point of view, and criticism of ideas and information are legitimate elements of a free democracy in action. Council expects civility among and between Council, Boards, and members of the public while in meetings.
- l. Any person who makes threatening or obscene remarks or becomes disruptive or who makes threats against any person or against public order and security while in the Council Chamber shall be removed from the meeting at the direction of the Presiding Officer.
- m. Council/Boards shall always show respect for each other and City staff.
- n. Members of the Council/Boards, staff, and the public shall refrain from sidebar conversations and outbursts including clapping, jeering, and snorting.
- o. Council expects all Council/Board members to keep an open mind without prejudgment, to work collaboratively, openly discuss and evaluate options, and listen to the concerns of other Council/Board members.
- p. To maintain efficiency, Council/Board Members should simply state their assent, rather than restating a point. The Presiding Officer may move on from duplicative or off-topic comments.
- q. Council/Board Members should ask the Presiding Officer to intervene if the discussion becomes repetitive or off-topic.
- r. Members should feel comfortable communicating the reasoning for their voting decision during the debate. After the decision has been made, all members shall support the body's decision and move forward.
- s. It is improper for any Council/Board member to state or attempt to state the vote or sentiments of any absent Council/Board member.
- t. Council/Boards agree to bring non-substantive changes to items on the agenda to staff outside of a public meeting and retain substantive items for public discussion with Council/Boards.

- u. The City Council is responsible for making policy. The City staff is responsible for implementing policy.

III. Confidential Information

Council members will be provided with information that is confidential within an executive session or through written communication. Disclosure of confidential information to individuals outside parties is a violation of the confidential attorney-client or other legal privilege. The privilege is held by the City Council as a whole. Only the City Council acting at an open meeting can waive this privilege. It is a breach of these protocols and a violation of public duty for any individual Council or Board member to provide confidential information to an outside third party. This protocol shall not be construed as prohibiting the City Manager and City Attorney from distributing confidential information to other City management staff to the extent reasonably necessary to implement Council direction or fulfill their responsibilities to the organization. Any other person receiving such information is also subject to the privilege and may not waive the privilege.

IV. Making Public Statements Including Via Social Media

- a. Council/Board members who engage in personal use of social media separate from the City's social media may not use the trademark, logo, or name of the City or that of any City department or program. In cases where a Council/Board member's personal use of social media may be perceived as being on behalf of the City, such as if an individual identifies themselves as a City official or is widely known to be a City official, that individual shall include a visible disclaimer on their account to inform other users that their opinions are their own and do not represent those of the City of Rocky Ford.
- b. When giving a written or oral opinion concerning issues facing or involving the City, all Council/Board members shall refrain from making statements on behalf of the City or the body upon which he or she serves unless such person has explicitly been authorized by the respective body.
- c. No Council/Board member shall make commitments on behalf of the Council/Board/City without express authorization from such Council/Board or City Manager.
- d. Council/Board Members should practice civility, professionalism and decorum in discussions, debate, and social media. Members should be aware of their tone and temperament in public communications and, especially, in written media and social media. Difficult questions, tough challenges to a particular point of view, and criticism of ideas and information are legitimate elements of a free democracy in action.

V. Council/Boards and City Employee Communications

- a. Council/Board members will receive information that is substantive and relevant to the Council/Board's policymaking authority.
- b. Email communications by and among Council/Board members are subject to the Colorado Open Meetings and Open Records laws, and therefore, may be subject to disclosure. Council/Board Members shall refrain from communicating on public business items among three or more members and avoid the use of "reply all" to avoid potential violations of the Open Meetings law.
- c. Council/Boards should seek direction from the City Manager if there is any doubt regarding the appropriate level of contact with City employees.

- d. Council/Boards should notify the City Manager's office in advance of public meetings about key questions, clarifications, and discussion points related to the Council packet, projects, or any policy question they would like addressed during the public meeting.
- e. For routine questions or requests (e.g., code complaints, questions regarding agenda items), Council/Boards should contact the City Manager's office.
- f. It is the responsibility of the City Manager to ensure evenness of information when Council/Board Members submit questions related to any aspect of Council/Board business. The City Manager will ensure all substantive information for Council/Board Members is communicated evenly.
- g. If a Council/Board Member disagrees with the City Manager's response to the request, the Council/Board Member should present the issue to the entire Council/Board.
- h. Council/Boards should initiate legal questions through the City Attorney's office and inform the City Manager of the inquiry.
- i. Any Council/Board member's request for additional information that would take a significant amount of staff time/resources (i.e., over 30-minutes of staff time) or should one Council/Board member's cumulative number of requests have negative impact to staff resources or their ability to do the work of the City, shall be referred back to the Council/Board to receive a majority opinion that it merits an investment of City resources.
- j. Critical or negative comments about specific staff shall only be made to the City Manager outside of any public meeting to maintain a professional and respectful environment.

VI. Council Conduct with Boards

- a. The City Council may establish various Boards and Commissions as a means of gathering community input and recommendations to Council. Council members shall refrain from having any ex-parte communications with Boards concerning issues and/or applications before any quasi-judicial body.
- b. Since the attendance of three or more Council members constitutes a legal Council meeting, the Council members should advise the City Clerk at least 24 hours in advance of their planned attendance at another function where discussion of City business is anticipated so the appropriate and timely public notice can be prepared and posted.

VII. Council Meetings with Boards and Commissions

- a. Council may meet with the Council-appointed Boards on an as-needed basis.
- b. The Mayor may appoint a Council liaison to any Board as deemed appropriate. The role of the liaison shall be to convey current and relevant information on Council activities and to provide input as requested. This is not a voting position, nor shall the liaison participate in the business of the Board.

VIII. Violations

- a. Violations of these City Council/Boards/Commissions Protocols may result in the following pursuant to the procedure provided in Section VIII.b below:

- i. Admonishment during a public meeting on the record
 - ii. Public Censure
 - iii. Removal of appointments to formal and informal seats on various boards and commissions
 - iv. Removal as Chair Pro Tem
 - v. Removal of Chairperson
 - vi. Removal as Mayor Pro Tem
- b. The City Council may consider any alleged violation of these Protocols at a duly noticed public meeting following receipt of a written complaint. The City Council will provide the Council/Board/Commission member who is the subject of the complaint with an opportunity to appear at the meeting and be heard or provide a written response prior to the date of the scheduled meeting. Should the City Council find that a violation has occurred by a preponderance of the evidence, the City Council may decide the appropriate sanction as provided in Section VIII.a above with a two-thirds vote.



RESOLUTION NO. 8 - Series 2025

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROCKY FORD, COLORADO ADOPTING AN UPDATED 2025 FEE SCHEDULE

WHEREAS, the City previously adopted the City of Rocky Ford 2024 Fee Schedule (the “Fee Schedule”); and

WHEREAS, the City wishes to update its current fee schedule to reflect current economic conditions.

NOW, THEREFORE, BE IT RESOLVED by the City of Rocky Ford City Council as follows:

Section 1. The City's Fee Schedule is hereby amended, as set forth in **Exhibit A**, attached hereto.

Section 2. This Resolution is effective upon adoption.

INTRODUCED, READ, APPROVED AND ADOPTED and approved this 13th day of May, 2025.

CITY OF ROCKY FORD

Mayor: Duane L. Gurulé

Attest:

City Clerk: Rebecca Korinek

EXHIBIT A



CITY OF ROCKY FORD - FEE SCHEDULE

BUSINESS AND RELATED FEES		2024	2025
City Business License	no fee		
Peddler/Solicitor/Transient Dealer	Application fee - non-refundable	\$50.00	\$50.00
Food Truck/Canvasser/Other	one week license	\$50.00	\$50.00
	six month license	\$100.00	\$100.00
	one year license	\$125.00	\$125.00
Tree Trimmer/Sprayer	Must be insured/bonded	\$75.00	\$75.00
Dog License - January - December	Spay/Neutered	\$10.00	\$10.00
Dog License - January - December	Non Spay/Neutered	\$25.00	\$25.00
Guard Dog Permit Fee		\$50.00	\$50.00
Application for Hardship Permit		\$150.00	\$150.00
Special Event Permit	One day with alcohol	\$100.00	\$100.00
Special Event Permit	No Alcohol		
Special Event - Late file fee	requiring a special Council meeting	\$100.00	\$100.00
Special Meeting of City Council Fee		\$50.00	\$50.00
Franchise Fees	per contract negotiations		
DOCUMENT / RECORD RETRIEVAL			
Photo Copies			
8 1/2 x 11 (B&W single side)		\$0.25	\$0.25
8 1/2 x 14 (B&W single side)		\$0.50	\$0.50
8 1/2 x 11 (Color single side)		\$1.00	\$1.00
8 1/2 x 14 (Color single side)		\$1.25	\$1.25
Electronic disk CD or DVD	per disk	\$10.00	\$10.00
Thumb Drive	per drive	\$15.00	\$15.00
Research/Retrieval Special-handling	per hour/ by statute	\$33.58	\$41.37
Body Camera Video Research/Retrieval	per hour/ by statute	\$33.58	\$41.37
FACILITIES RENTAL AND DEPOSIT REQUIREMENTS			
Event Center / 4-H Kitchen	per weekend	\$600.00	\$600.00
Deposit		\$600.00	\$600.00

Event Center / 4-H Kitchen	2 to 4 hour rental (same day)	\$300.00	\$300.00
Deposit		\$300.00	\$300.00
RV Park Rental	Daily	\$30.00	\$30.00
RV Park Rental	Weekly	\$200.00	\$200.00
E.D. Building - Conference Room	per occurrence	\$25.00	\$25.00
E.D. Building - Office Space	per office/per month	\$350.00	\$350.00
RECREATION			
Youth - Sports (soccer, tball, football, etc.)	per participant	\$40.00	\$40.00
Tackle Football	3rd - 6th graders	\$55.00	\$55.00
Adult Sports			
Volleyball	6 on 6	\$140.00	\$140.00
Softball	team	\$300.00	\$300.00
MISCELLANEOUS FEES, PERMITS AND LICENSES			
Horse Stall Rent	no longer offered	\$40.00	NA
Returned Check Charge	per check	\$25.00	\$25.00
Golf Cart Permit	annual	\$30.00	\$30.00
Fireworks Permit	June 20 - July 10 calender year	\$50.00	\$50.00
Picnic / Park	one day	\$30.00	\$30.00
Picnic with Beer Permit		\$100.00	\$100.00
Notary Service	all notorial acts - per document/signature	\$5.00	\$5.00
	conducted during City work schedule if notary seal was		
	paid for by the City of Rocky Ford		
BUILDING / ZONING / PLANNING COMMISSION			
Application for Use by Review	Permits for Zone Variance / Special Use / Subdivision		
Application fee		\$25.00	\$25.00
Public Hearing fee/Planning Commission		\$250.00	\$250.00
Zoning/Building Permit Fee		\$75.00	\$75.00
Sign Permit		\$75.00	\$75.00
Curb/Gutter/Sidewalk/Driveway	open public right-of-way	\$100.00	\$100.00
Assignment of Street Number	no fee		

PUBLIC WORKS			
Labor Rate per Manhour		\$30.00	\$50.00
Equipment Rates including Operator per hour			
Front End Loader		\$102.00	\$175.00
Motorgrader		\$118.00	\$175.00
Case Excavator		\$128.00	\$150.00
Backhoe		\$98.00	\$175.00
Skid Loader		\$68.00	\$120.00
Dump Truck (single axle)		\$82.00	\$120.00
Vac/Jet Truck		\$119.00	\$300.00
Trash Truck		\$102.00	\$125.00
Street Sweeper		\$112.00	\$125.00
Asphalt Roller		\$94.00	\$115.00
Plate Compactor / Jumping Jack		\$44.00	\$75.00
Pickup (Flagger, Barricades)		\$112.00	\$125.00
Pickup (during business hours)		\$62.00	\$100.00
Pickup (after hours)		\$87.00	\$125.00
Pickup / Car Trailer		\$77.00	\$100.00
Welder / Torch		\$57.00	\$75.00
Concrete / Asphalt Saw		\$87.00	\$110.00
Tractor w/Brush Hog		\$62.00	\$100.00
Riding Mower		\$52.00	\$75.00
Portable Pressure Washer (no water)		\$42.00	\$75.00
Spray Unit/Weeds/Insects		\$250.00	\$250.00
Small Hand Tools/Chainsaw/Drill/Chop Saw, Etc.		\$42.00	\$50.00
Paint/Supplies for Graffiti Removal (not including man hour)		\$100.00	\$100.00
Weed, Brush or Rubbish Abatement	City to determine- after a letter has been sent to owner		
MARIJUANA			
New License			
New Medical/Retail Business License		\$2,500.00	\$2,500.00
Optional premises cultivations license		\$2,500.00	\$2,500.00
Medical marijuana infused product manufacturers' license		\$2,500.00	\$2,500.00
Annual Renewal Fee - after initial license will be 50% of fee for a new license			
Annual Application Fee		\$1,250.00	\$1,250.00
Transfer of ownership of business license or application		\$1,250.00	\$1,250.00
Corporation or LLC structure change (per person)		\$100.00	\$100.00
Change of location		\$1,000.00	\$1,000.00
Modification of premises		\$150.00	\$150.00

Additional excise tax on retail sales	8% of gross retail sales		
LIQUOR AND TOBACCO			
APPLICATION fee for NEW license	not to exceed	\$1,000.00	\$1,000.00
Annual APPLICATION and RENEWAL of liquor license		\$100.00	\$100.00
Transfer of ownership		\$750.00	\$750.00
Beer and Wine		\$48.75	\$48.75
Hotel/Restaurant		\$75.00	\$75.00
Tavern		\$75.00	\$75.00
Retail Liquor Store		\$22.50	\$22.50
Change of Location	not to exceed	\$750.00	\$750.00
Optional Premises	each premise	\$75.00	\$75.00
Change of Trade Name/Corporate Name		No fee	No fee
Manager Registration		\$30.00	\$30.00
Modification of Premises		No fee	No fee
Liquor Tastings Permit		\$50.00	\$50.00
Liquor Occupational Tax	annual	\$200.00	\$200.00
Tobacco License	annual	\$150.00	\$150.00
MUNICIPAL COURT			
Bench Warrant		\$40.00	\$40.00
Court Cost		\$25.00	\$25.00
Court Fine	dependent on offense		
Default Judgment		\$45.00	\$45.00
Deferral		\$25.00	\$25.00
Outstanding Judgment Warrant (OJW)		\$40.00	\$40.00
Payment Plan fee		\$25.00	\$25.00
Surcharge		\$25.00	\$25.00
Cost for Useful Public Service	no fee		
WATER / SEWER			
Sewer tap fee - 4" Inside City limits		\$1,000.00	\$1,000.00
Sewer tap fee - 4" Outside City limits		\$1,000.00	\$1,000.00
Larger sized taps will be subject to contract with the City of Rocky Ford			

SEWER CHARGE INSIDE CITY LIMITS (Monthly)			
Residential homes, apartments, mobile home parks		\$47.60	\$47.60
Commercial		\$47.60	\$47.60
Bond fee	begins July 1, 2025		\$8.00
\$0.75 each additional 1,000 gallons over base charge			
SEWER CHARGE OUTSIDE CITY LIMITS (Monthly)			
Residential homes, apartments, mobile home parks		\$70.36	\$70.36
Commercial	\$0.75 each additional per 1,000 gallons over the base	\$80.36	\$80.36
Bond fee	begins July 1, 2025		\$8.00
\$0.75 each additional 1,000 gallons over base charge			
Septic Tank Dumping Fee		\$30.00	\$30.00
Landfill Fees	determined by landfill costs		
Grease Trap, Privy Vault or Cesspool Fees		\$30.00	\$30.00
Late Fee for Utility Bill	if paid after the 15th of month	\$20.00	\$20.00
Disconnect / Reconnect Fee - Cutoff List	if paid after the 20th of month	\$75.00	\$75.00
Utility Deposit - ACTIVE ACCOUNT	Owner	\$150.00	\$150.00
Utility Deposit - ACTIVE ACCOUNT	Renter	\$200.00	\$200.00
Recycle Fee Monthly - (if customer chooses to add this service)		\$9.50	\$9.50
Water Tap Fee - Inside City limits			
3/4"		\$1,755.00	\$3,500.00
1"		\$3,106.00	\$5,000.00
1 1/2"		\$7,020.00	\$10,000.00
2"		\$12,500.00	\$15,000.00
Larger sized taps will be subject to contract with the City of Rocky Ford			
Water Tap Fee - Outside City limits			
3/4"		\$1,755.00	\$3,500.00
1"		\$3,106.00	\$5,000.00
1 1/2"		\$7,020.00	\$10,000.00
2"		\$12,500.00	\$15,000.00
Larger sized taps will be subject to contract with the City of Rocky Ford			
Water Charge Inside City Limits (monthly)			
3/4"	additional \$3.06 for every 1,000 gallons after the first 1,000 gallons	\$40.63	\$40.63
1"		\$43.94	\$43.94
1 1/2"		\$50.50	\$50.50
2"		\$63.73	\$63.73
3"		\$90.12	\$90.12
4"		\$116.65	\$116.65

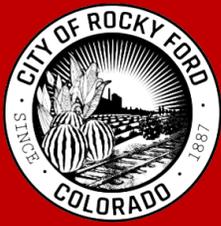
6"		\$169.28	\$169.28
Water Charge Outside City Limits (monthly)	additional \$4.56 for every 1,000 gallons after		
3/4"	the first 1,000 gallons	\$58.45	\$58.45
1"		\$63.40	\$63.40
1 1/2"		\$73.29	\$73.29
2"		\$93.25	\$93.25
3"		\$132.67	\$132.67
4"		\$172.25	\$172.25
6"		\$251.40	\$251.40
Wholesale Water Sales Rate	additional \$4.56 for every 1,000 gallons after		\$4.56
	the first 1,000 gallons		\$58.45
available only to water companies contracting with the City for re-sale to provide augmentation waste			
Yard Waste Clear Bags	each	\$0.50	\$0.50
Late Fee on Utility Bill	If paid after the 15th of the month	\$20.00	\$20.00
Disconnect / Reconnect Fee - Cutoff List	Charge applied after 20th of month	\$75.00	\$75.00
Ancillary - After Hours Turn off/ Turn on	each occurrence	\$35.00	\$35.00
Utility Deposit on any Active Account	Owner	\$150.00	\$150.00
Utility Deposit on any Active Account	Renter	\$200.00	\$200.00
Recycle Fee - monthly	If customer chooses to add this service	\$9.50	\$9.50
Mosquito Spray Fee	monthly	\$2.00	\$2.00
Reprint of Utility Bill		\$5.00	\$5.00
Credit Card Usage Fee	3% of total payment		
Dormant Usage Fee (Monthly)	Utility account not in service	\$30.00	\$30.00
	after 30 days		
CEMETERY			
Single Grave Space - Otero ,Bent & Crowley Counties		\$400.00	\$400.00
Single Grace Space - OUT OF DISTRICT		\$800.00	\$800.00
Infant Grave Space (designated)		\$275.00	\$275.00
Perpetual Care Fee	one time charge	\$125.00	\$125.00
Open/Close Grave	Monday - Friday	\$325.00	\$325.00
Open/Close Grave	Saturday before 11:00 a.m.	\$575.00	\$575.00
Open/Close Grave Infant	Monday - Friday	\$225.00	\$225.00
Open/Close Grave Infant	Saturday before 11:00 a.m.	\$350.00	\$350.00
Cremate Burial with urn/vault	Monday - Friday	\$200.00	\$200.00
Cremate Burial with urn/vault	Saturday before 11:00 a.m.	\$400.00	\$400.00
Cremate Burial without urn/vault	Monday - Friday	\$150.00	\$150.00
Cremate Burial without urn/vault	Saturday before 11:00 a.m.	\$350.00	\$350.00
Disinterring Adult		\$1,500.00	\$1,500.00
Disinterring infant		\$400.00	\$400.00

Disinterring Creains (urn)		\$600.00	\$600.00
Location Fee	Sexton will locate headstone position	\$25.00	\$25.00
Transer Fee	change/ switch block/lot/space/name	\$50.00	\$50.00
GARBAGE			
	WEEKLY COLLECTION		
Single Family Unit		\$31.50	\$31.50
2nd Toter Deposit Fee (non refundable)	plus \$13.00 per month for collection	\$25.00	\$25.00
Any additional toters	plus \$13.00 per month for collection	\$25.00	\$25.00
Small Commercial Industrial	Commercial users with low volume	\$31.50	\$31.50
Medium Commercial			
One 1.5 cu. Yard container	weekly pickup	\$40.75	\$40.75
2nd Toter Deposit Fee (non refundable)	weekly pickup	\$40.00	\$40.00
Each additional 1.5 cu. Yard container	weekly pickup	\$30.00	\$30.00
One 3.0 cu. Yard container	weekly pickup	\$56.75	\$56.75
Each additional 3.0 cu. Yard container	weekly pickup	\$41.50	\$41.50
Apartments and Multi-Family Dwellings		\$31.50	\$31.50
Each Additional Toter	request for 2nd weekly pickup	\$13.00	\$13.00
Special Event Use - 1.5 cu Yard	weekly charge - short-term use		
1.5 cu. Yard container		\$15.00	\$15.00
3 cu. Yard container		\$26.50	\$26.50
Landfill Fees - Dump Truck Garbage	Large items such as: couch, bed etc. requiring trip to the landfill - Cost to be determined by Public Works		

POLICE / ANIMAL SHELTER			
Boarding Fee Dog Pickup - Animal Shelter	per day	\$35.00	\$75.00
Vicious / Trouble Dog Pick Up	per day	\$75.00	\$150.00
Civil Stand-by		\$60.00	\$150.00
Sex Offender Registration	first time (set by statute)	\$140.00	\$75.00
	each additional time (set by statute)	\$75.00	\$25.00
VIN Verification	per vehicle	\$20.00	\$50.00
Police Report	up to 15 pages	\$7.00	\$7.00
	each additional page	\$0.25	\$0.25
Dispatch Logs	per page	\$0.25	\$0.25
Accident Report		\$8.50	\$8.50

Accident Report	crashdocs.org	\$4.25	\$4.25
CODE ENFORCEMENT			
<i>Municipal Code 7-2-170</i>			
Refuse, Waste and Junk	1st offense	\$75.00	\$75.00
	2nd offense	\$250.00	\$250.00
	3rd offense	\$500.00	\$500.00
	4th offense	\$1,000.00	\$1,000.00
<i>Municipal Code 7-2-210</i>			
Dangerous Structures	1st offense	\$100.00	\$100.00
	2nd offense	\$350.00	\$350.00
	3rd offense	\$700.00	\$700.00
	4th offense	\$1,000.00	\$1,000.00
<i>Municipal Code 7-22-220</i>			
Broken Windows in Vacant Dwellings	1st offense	\$75.00	\$75.00
	2nd offense	\$150.00	\$150.00
	3rd offense	\$300.00	\$300.00
	4th offense	\$700.00	\$700.00
<i>Municipal Code 7-2-240</i>			
Hazardous Obstructions	1st offense	\$50.00	\$50.00
	2nd offense	\$175.00	\$175.00
	3rd offense	\$350.00	\$350.00
	4th offense	\$700.00	\$700.00
<i>Municipal Code 7-2-250</i>			
Fire Hazards	1 offense	\$100.00	\$100.00
	2nd offense	\$200.00	\$200.00
	3rd offense	\$400.00	\$400.00
	4th offense	\$800.00	\$800.00
<i>Municipal Code 7-3-20 and 7-2-200</i>			
Junk, Abandoned and/or Unlicensed Vehicles on Streets or Property	1st - Per Car	\$75.00	\$75.00
	2nd - Per Car	\$200.00	\$200.00
	3rd - Per Car	\$500.00	\$500.00
	4th - Per Car	\$1,000.00	\$1,000.00
<i>Municipal Code 7-5-30</i>			
<i>Municipal Code 7-6-30</i>			
Duty of Property Owner to Cut and Control Trees and Shrubs	1st offense	\$75.00	\$75.00
	2nd offense	\$150.00	\$150.00
	3rd offense	\$350.00	\$350.00
	4th offense	\$700.00	\$700.00
AMBULANCE			

A0425 - Mileage			\$43.00
A0426 - ALS 1 Non-Emergent			\$2,000.00
A0427 - ALS 1 Emergent			\$2,200.00
A0428 - BLS Non-Emergent			\$1,300.00
A0429 - BLS Emergent			\$1,500.00
A0432 - Paramedic Intercept-Rural			\$600.00
A0433 - ALS 2			\$2,700.00
A0434 - Specialty care Transport			\$3,250.00
A0998 - Treatment in place			\$500.00
DOA			\$500.00



203 S Main Street
Rocky Ford, CO
81067

PH: 719.254.7414
FX: 719.254.7416

Stacey Milenski
City Manager

Duane Gurulé
Mayor

Nanete Mosby
Ward I

Nicole Roberts
Ward I

Michael Montano
Ward II

Nicholas Martinez
Ward II

Robert Barron
Ward III

Thomas Mullins
Ward III

City Clerk
719.254.7414, ext. 107

Police Chief
719.254.3344

Fire Chief
719.254.3322

Public Works
719.254.7414, ext. 105

Human Resources
719.254.7414, ext. 110

Parks & Recreation
719.254.7414, ext. 106

May 13, 2025

CML Nominating Committee
1144 Sherman Street
Denver, Colorado 80203
VIA EMAIL

Dear Committee Members:

The City Council for the City of Rocky Ford, endorses the application of Mayor Duane Gurule, for nomination to the Colorado Municipal League's Executive Board for the slate of nominees who are to be voted on by the membership at the 2025 CML Annual Business Meeting.

Respectfully,

Councilwoman Nanette Mosby, Ward I

Councilwoman Nicole Roberts, Ward I

Councilman Michael Montano, Ward II

Councilman Nic Martinez, Ward II

Councilman Robert Barron, Ward III

Councilman Thomas Mullins, Ward III