



## BOARD OF COUNTY COMMISSIONERS MEETING AGENDA

March 04, 2025 at 10:00 AM

Commissioners Meeting Room - 401 Main Street, Suite 309, Walsenburg, CO 81089

Office: 719-738-3000 ex 200 | Fax: 719-738-3996

---

---

**9:00 AM - ADMINISTRATION WORKSHOP**

**9:30 AM - COMMISSIONER'S STUDY SESSION**

**10:00 AM - PUBLIC MEETING**

Join via Google Meet: <https://meet.google.com/pfy-merc-xoc> | Meeting ID: pfy-merc-xoc

**1. PLEDGE OF ALLEGIANCE**

**2. AGENDA APPROVAL**

**3. CONSENT AGENDA**

- a.** February 25th Meeting Minutes
- b.** Sick time donation for Chamaine Ruiz
- c.** Sara Pineda New Hire Department of Human Services
- d.** Destry DeWolf Veteran Service Officer Resignation
- e.** Abatement #25-07 for Maria Lake Grazing Association

**4. PUBLIC COMMENT**

**5. APPOINTMENTS**

- a.** Sangre De Cristo Center For Youth- Edna Farris

**6. PERMITS, LICENCES, AND PUBLIC HEARINGS**

- a.** Secure Transportation Vehicle License - DC Private Investigations

**7. ACTION ITEMS**

- a.** Resolution #25-12 appointing Karl Sporleder to the Southern Colorado Economic Development Board
- b.** Resolution #25-13 Appointing Kathy Brennan to the Board of Health
- c.** February Prepay Vendor Run 2025
- d.** February Vendor Run 2025
- e.** Purchase Order #2025-047 SIPA Google Workspace

- [f.](#) Postage Meter Agreement with Business Machines Inc.
- [g.](#) Spanish Peaks Lease Rate and Market Study - Bolton and Menk

**8. CORRESPONDENCE**

- [a.](#) CTSI Technical Update Media Strategies for Counties
- [b.](#) Cuchara Mountain Park - Sean Nossaman
- [c.](#) Cuchara Mountain Park - Lynette Jensen
- [d.](#) Cuchara Mountain Park - Lois Adams
- [e.](#) Cuchara Mountain Park - Will Pirkey
- [f.](#) Cuchara Mountain Park - Annamarie Engelhard and Jeremy Begley
- [g.](#) Cuchara Mountain Park - Andrew Bingham
- [h.](#) Cuchara Mountain Park - Jerry and JoVonne Fitzgerald
- [i.](#) Cuchara Mountain Park - Nathan & Jessica Loveless

**9. STAFF REPORTS**

- [a.](#) County Administrator
- [b.](#) County Attorney

**10. EXECUTIVE SESSION**

**11. ADJOURNMENT**

**12. UPCOMING MEETINGS**

Huerfano County wants to ensure that everyone has equal access to our programs, activities, and services. To request an Americans with Disability Act (ADA) accommodation, please call 719-738-3000 x200. Submit your request as early as possible, and no later than two business days before the event.



# BOARD OF COUNTY COMMISSIONERS MEETING MINUTES

February 25, 2025 at 10:00 AM

Commissioners Meeting Room - 401 Main Street, Suite 309, Walsenburg, CO 81089

Office: 719-738-3000 ex 200 | Fax: 719-738-3996

1. **PLEDGE OF ALLEGIANCE**

Chairman Sporleder called the meeting to order followed by the Pledge of Allegiance. Chairman Sporleder, Commissioner Chamberlain and Commissioner Wardell were present.

2. **AGENDA APPROVAL**

**Motion to approve the agenda as presented.**

**Motion made by Commissioner Wardell**

**Second by Commissioner Chamberlain**

**Voting Yes: Chairman Sporleder, Commissioner Chamberlain, Commissioner Wardell**

**Motion Passes**

3. **CONSENT AGENDA**

**Motion to approve the consent agenda as presented.**

**Motion made by Commissioner Chamberlain**

**Second by Commissioner Wardell**

**Voting Yes: Chairman Sporleder, Commissioner Chamberlain, Commissioner Wardell**

**Motion Passes**

- a. February 18th 2025 Meeting Minutes
- b. Cheyenne Griego New Hire Treasurer's
- c. Kieonna Lopez New Hire Dispatch
- d. Karina Sierra Probationary Period Completed Department of Human Services
- e. Deah Weller Promotion Department of Human Services
- f. Rahma Siddiqui Rescind Offer Treasurer's
- g. Dan Matthews Resignation Sheriffs Office
- h. Sick Time Donation for Aizlynn Crisp Dispatch
- i. Sick Time Donation for Hallie Coulter Department of Human Services

#### 4. **PUBLIC COMMENT**

- a. Ryan Gies made a statement regarding the Ukrainian War and thanked the commissioners
- b. Dale Lyons asked about revisiting the current signage regulations for political advertisements for the county
- c. Gale Lisenger asked when the Cuchara Foundation Letter was going to be discussed.
- d. Jessica Lovelace author of the community version of the Cuchara Foundation letter asked several clarifying questions about the accusations posed in the Cuchara Foundation Letter
- e. Jackie Christian commented on the accusations posed in the Cuchara Foundation Letter and opposed the parks stance on the accusations.
- f. Ron James discussed the accusations posed in the Cuchara Foundation Letter and pushed for further development in Cuchara
- g. Grant Bonicelli discussed the accusations posed in the Cuchara Foundation Letter and asked several clarifying questions.
- h. Ken Clayton and T.R. Beasley from the Cuchara Foundation answered questions posed by Commissioner Chamberlain regarding the Cuchara Foundation letter.

#### 5. **APPOINTMENTS**

- a. Tracy Gutierrez from the Southern Colorado Economic Development District discussed updates for the Southern Colorado Economic Development District projects, grants, newsletter and open positions on the board.
- b. Chelsea Meece from coalition for the unhoused conducted a review of the point and time count statistics updates.

#### 6. **PERMITS, LICENCES, AND PUBLIC HEARINGS**

NONE

#### 7. **ACTION ITEMS**

- a. **Resolution #25-10 Appointing Ryan Gies to the Huerfano County Building Authority Board**  
**Motion to approve Resolution #25-10 appointing Ryan Gies to the Huerfano County Building Authority Board for a term Expiring on December 31, 2027**  
**Motion made by Commissioner Wardell**  
**Second by Commissioner Chamberlain**  
**Voting Yes: Chairman Sporleder, Commissioner Chamberlain, Commissioner Wardell**  
**Motion Passes**
- b. **Resolution #25-11 Appointing Carlton Croft to the SCEDD Board of Directors**  
**Motion to approve Resolution #25-11 appointing Carlton Croft to the Southern Colorado Economic Development District for a term Expiring on December 31, 2026**  
**Motion made by Commissioner Chamberlain**  
**Second by Commissioner Wardell**  
**Voting Yes: Chairman Sporleder, Commissioner Chamberlain, Commissioner Wardell**  
**Motion Passes**

- c. Letter of Support for Museum of Friends for the Rural Arts Initiative Grant  
**Motion to Letter of Support for Museum of Friends for the Rural Arts Initiative Grant**  
**Motion made by Commissioner Wardell**  
**Second by Commissioner Chamberlain**  
**Discussion: Commissioner Chamberlain made several comments in support of the museum**  
**Voting Yes: Chairman Sporleder, Commissioner Chamberlain, Commissioner Wardell**  
**Motion Passes**
- d. APCO Membership Approval to Join  
**Motion to approve the membership to the Association of Public-Safety Communications Officials with an annual fee of \$1,012**  
**Motion made by Commissioner Chamberlain**  
**Second by Commissioner Wardell**  
**Voting Yes: Chairman Sporleder, Commissioner Chamberlain, Commissioner Wardell**  
**Motion Passes**
- e. Acceptance of Community Wildfire Defense Grant Sub award from Colorado State University  
**Motion to approve the Acceptance of Community Wildfire Defense Grant Sub award from Colorado State University for a total of \$180,000.00**  
**Motion made by Commissioner Wardell**  
**Second by Commissioner Chamberlain**  
**Voting Yes: Chairman Sporleder, Commissioner Chamberlain, Commissioner Wardell**  
**Motion Passes**
- f. KLJ GIS Task Order 2025  
**Motion to approve the KLJ GIS Task Order 2025 not to exceed 25,000 until end of year**  
**Motion made by Commissioner Chamberlain**  
**Second by Commissioner Wardell**  
**Voting Yes: Chairman Sporleder, Commissioner Chamberlain, Commissioner Wardell**  
**Motion Passes**
- g. Back Country Search and Rescue Grant Allocation  
**Motion to approve the Back Country Search and Rescue Grant Allocation for a total of \$18,828.00 not requested in previous budget**  
**Motion made by Commissioner Wardell**  
**Second by Commissioner Chamberlain**  
**Voting Yes: Chairman Sporleder, Commissioner Chamberlain, Commissioner Wardell**  
**Motion Passes**
- h. Purchase Order #2025-041 for Government Jobs.Com  
**Motion to approve Purchase Order #2025-041 for Government Jobs.Com subscription for a total of \$7068.99**  
**Motion made by Commissioner Chamberlain**  
**Second by Commissioner Wardell**  
**Voting Yes: Chairman Sporleder, Commissioner Chamberlain, Commissioner Wardell**  
**Motion Passes**
- i. Purchase Order #2025-043 SE Group  
**Motion to approve Purchase Order #2025-043 SE Group for a total of \$2,100.00 for Safe Streets For All.**  
**Motion made by Commissioner Wardell**  
**Second by Commissioner Chamberlain**  
**Voting Yes: Chairman Sporleder, Commissioner Chamberlain, Commissioner Wardell**  
**Motion Passes**

- j. Pre Pay CAPP Contribution 2025  
**Motion to approve the Pre Pay CAPP Contribution 2025 for a total of \$407,558.00**  
**Motion made by Commissioner Chamberlain**  
**Second by Commissioner Wardell**  
**Voting Yes: Chairman Sporleder, Commissioner Chamberlain, Commissioner Wardell**  
**Motion Passes**

## 8. CORRESPONDENCE

**Carl Young, County Administrator reviewed correspondence with the BOCC**

- a. Cuchara Foundation Letter

## 9. STAFF REPORTS

- a. County Administrator

County Administrator Carl Young reviewed the current County job openings including current job duties, qualifications and wages that can be found on the Huerfano County Website and current open slots for Huerfano County boards.

- b. County Attorney

None for review in Public Session 4 cases to review in Executive Session

## 10. EXECUTIVE SESSION

- a. For a conference with a County Attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. §24-6-402(4)(b). **Arias v. Newman, Burch Case, DeHerrea and Guerrero v. Bensman et al.**

**Motion to enter and amend executive session adding the Healthcare Partners v. Newman case to the list of cases to be reviewed at 11:32 AM**

**Motion made by Commissioner Wardell**

**Second by Commissioner Chamberlain**

**Voting Yes: Chairman Sporleder, Commissioner Chamberlain, Commissioner Wardell**

**Motion Passes**

**No decisions shall be made during or after executive session**

## 11. ADJOURNMENT

**Motion to adjourn meeting at 12:02 PM**

**Motion made by Commissioner Wardell**

**Second by Commissioner Chamberlain**

**Voting Yes: Chairman Sporleder, Commissioner Chamberlain, Commissioner Wardell**

**Motion Passes**

---

Erica Vigil, County Clerk & Recorder  
Clerk to the Board of County Commissioners

COMMISSIONERS:

---

Karl Sporleder, Chairman

---

Mitchell Wardell

---

Jim Chamberlain

### SICK LEAVE DONATION AND AUTHORIZATION REQUEST FORM

At times, an employee may require extended leave due to his or her own personal needs, or to care for a family member. When an employee is on FMLA, they must use their "Sick Leave" to cover any employment days missed.

Accrued and earned Sick Leave may be "donated" from one employee to another in certain circumstances when the Board of County Commissioners has approved the "transfer". If approved, the donation of sick leave will reduce the donating employee's sick leave hours and increase the sick leave balance of the recipient employee. Once the "donation" has been approved, and the transaction has been processed, the donation will be final. The donation can't be reverted back to the individual who donated the time, nor can the donated hours be re-donated to another employee even if the donated sick time wasn't utilized by the original receiving employee. The maximum number of days an employee is able to donate is 30 days (240 hours max).

<b>Name of Employee to Receive Sick Leave Hours:</b> <u>Chamique Ruiz</u> (Print Name)	<b>Department:</b> <u>Dispatch</u>
--	---------------------------------------

<b>Name of Employee Donating Sick Leave Hours:</b> <u>Raquel Lopez Rodriguez</u> (Print Name)	<b>Department:</b> <u>Dispatch</u>
---	---------------------------------------

I hereby request 50 hours of accrued and earned sick leave to be deducted from my accrual balance. I understand that once this transfer has been processed that I cannot revoke or change this request.

Raquel Lopez Rodriguez  
Donating Employee Signature

2/25/25  
Date Signed

\_\_\_\_\_  
Signature of Supervisor

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Signature of BOCC Chairman

\_\_\_\_\_  
Date Signed



HUERFANO COUNTY

<b>GREEN SHEET/STATUS CHANGE</b>	EFFECTIVE DATE
	<b>3/17/2025</b>
NAME: <b>Sara Pineda</b>	PAYROLL: <b>3/28/2025</b>

<b>CHANGE OF ADDRESS/PHONE</b>	STREET
	CITY, STATE, ZIP
	TELEPHONE

CHANGE	FROM (DOES NOT APPLY TO NEW EMPLOYEE)	TO
JOB TITLE		<b>Adult Services Case Manager</b>
DEPARTMENT		<b>DHS</b>
HOURS		
ANNUAL SALARY		<b>\$47,299.20</b>
SEMI-MONTHLY SALARY		
HOURLY SALARY		
OTHER SALARY		<b>Non-Exempt</b>

**REASON FOR CHANGE**

NEW HIRE

REHIRED

PROMOTION

DEMOTION

TRANSFER

RESIGNATION

RETIREMENT

LAYOFF

ADMINISTRATIVE LEAVE PAID

ADMINISTRATIVE LEAVE UN-PAID

LENGTH OF SERVICE INCREASE

REEVALUATION OF CURRENT JOB

INTRODUCTORY PERIOD COMPLETED

OTHER

COMMENTS, IF NECESSARY

**Motion to Hire Sara Pineda as Adult Services Case Manager for the Department of Human Services with an Annual Salary of \$47,299.20. Contingent Upon Completion of a CBI Background Check, and Drug Screen with a Negative Result.**

\_\_\_\_\_  
Elected Official / Department Head      Date

*Angela Wakeman*      2/28/2025  
\_\_\_\_\_  
Human Resources Officer      Date

\_\_\_\_\_  
Chair, Board of County Commissioners      Date

\_\_\_\_\_  
Budget Officer      Date

HUERFANO COUNTY	
<b>PAYROLL STATUS CHANGE</b>	<b>EFFECTIVE DATE</b> <b>3/21/2025</b>
NAME: <b>Destry DeWolf</b>	PAYROLL : <b>3/28/2025</b>
<b>CHANGE OF ADDRESS/PHONE</b>	STREET CITY, STATE, ZIP TELEPHONE
<b>CHANGE</b>	<b>FROM</b> <small>(DOES NOT APPLY TO NEW EMPLOYEE)</small>
<b>TO</b>	
JOB TITLE	<b>Veteran Service Officer</b>
DEPARTMENT	<b>DHS</b>
HOURS	
ANNUAL SALARY	<b>\$14,658.28</b>
SEMI-MONTHLY SALARY	
HOURLY SALARY	<b>\$15.70</b>
OTHER SALARY	<b>Non-Exempt</b>
<b>REASON FOR CHANGE</b>	
NEW HIRE REHIRED PROMOTION DEMOTION TRANSFER	<u>RESIGNATION</u> RETIREMENT LAYOFF ADMINISTRATIVE LEAVE PAID ADMINISTRATIVE LEAVE UN-PAID <b>TERMINATION</b>
LENGTH OF SERVICE INCREASE REEVALUATION OF CURRENT JOB INTRODUCTORY PERIOD COMPLETED OTHER	
COMMENTS, IF NECESSARY	
<b>Motion to Accept the Resignation of Destry DeWolf as Veteran Service Officer for the Department of Human Services Effective March 21, 2025.</b>	
Elected Official/Department Manager	Chairman
Date	Date
Date to Finance Office: _____	



### PETITION FOR ABATEMENT OR REFUND OF TAXES

County: HUERFANO

Date Received 02-26-2025  
(Use Assessor's or Commissioners' Date Stamp)

**Section I: Petitioner, please complete Section I only.**

Date: February 26 2025  
Month Day Year

Petitioner's Name: Maria Lake Grazing Association

Petitioner's Mailing Address: 7343 S Alton Way Ste 100

Centennial CO 80112  
City or Town State Zip Code

SCHEDULE OR PARCEL NUMBER(S)	PROPERTY ADDRESS OR LEGAL DESCRIPTION OF PROPERTY
<u>5011885</u>	<u>1996 KENWOOD BY FLEETWOOD HSE 26X64</u>
	<u>TIT# 16E067819 VIN# FLS212AB02648GB13</u>

Petitioner requests an abatement or refund of the appropriate taxes and states that the taxes assessed against the above property for the property tax year 2024 are incorrect for the following reasons: (Briefly describe why the taxes have been levied erroneously or illegally, whether due to erroneous valuation, irregularity in levying, clerical error, or overvaluation. Attach additional sheets if necessary.)

*Double assessed with schedule 111212*

Petitioner's estimate of value: \$ \_\_\_\_\_ (\_\_\_\_\_)  
Value Year

I declare, under penalty of perjury in the second degree, that this petition, together with any accompanying exhibits or statements, has been prepared or examined by me, and to the best of my knowledge, information, and belief, is true, correct, and complete.

\_\_\_\_\_  
Petitioner's Signature Daytime Phone Number (\_\_\_\_\_) \_\_\_\_\_  
Email \_\_\_\_\_

By \_\_\_\_\_ Daytime Phone Number (\_\_\_\_\_) \_\_\_\_\_  
Agent's Signature\*

Printed Name: \_\_\_\_\_ Email \_\_\_\_\_

\*Letter of agency must be attached when petition is submitted by an agent.

The assessed value and resulting tax amounts are calculated from the adjusted actual value. If the Board of County Commissioners, pursuant to § 39-10-114(1), C.R.S., or the Property Tax Administrator, pursuant to § 39-2-116, C.R.S., denies the petition for refund or abatement of taxes in whole or in part, the Petitioner may appeal to the Board of Assessment Appeals pursuant to the provisions of § 39-2-125, C.R.S., within thirty days of the entry of any such decision, § 39-10-114.5(1), C.R.S.

**Section II: Assessor's Recommendation**  
(For Assessor's Use Only)

	Tax Year <u>2024</u>		Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
	Actual	Adjustment					
Original	<u>104955</u>	<u>55000</u>	<u>49995</u>	<u>6.70</u>	<u>3347</u>	<u>86.461</u>	<u>289.40</u>
Corrected	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Abate/Refund	<u>104955</u>	<u>55000</u>	<u>49995</u>	<u>6.70</u>	<u>3347</u>	<u>86.461</u>	<u>289.40</u>

Assessor recommends approval as outlined above.

If the request for abatement is based upon the grounds of overvaluation, no abatement or refund of taxes shall be made if an objection or protest to such valuation has been filed and a Notice of Determination has been mailed to the taxpayer, § 39-10-114(1)(a)(I)(D), C.R.S.

Tax year: 2024 Protest?  No  Yes (If a protest was filed, please attach a copy of the NOD.)

Assessor recommends denial for the following reason(s):

Elisha Meador  
Assessor's or Deputy Assessor's Signature





## Instructions for Huerfano County Secure Transportation Vehicle Permit

1. Enter the name under which the secure transportation service will be licensed.
2. Check the type of permit requested for this vehicle. Only check one.
3. Complete the contact information for the person applying for the permit.
4. Complete the information for the secure transportation vehicle.
  - VIN is the vehicle identification number assigned by the manufacturer. Generally, it can be found on the number plate visible through the lower corner of the windshield on the driver side.
  - Briefly describe the secure transportation vehicle color scheme and any other significant characteristics.
    - i. Color scheme examples: black, white over silver with blue beltline stripe, red with gold lettering.
    - ii. Distinguishing characteristics examples: yellow sunburst logo, green and blue logo showing mountain lake scene.
5. Attach required documentation:
  - Proof of motor vehicle insurance
  - Vehicle registration
  - Photo of vehicle
6. Have vehicle inspected by qualified mechanic. Have mechanic complete the Certificate of Motor Vehicle Condition.
7. Fill out the top portion of the Vehicle Inspection Report. The County will complete everything below the double line.

Each vehicle requires its own application packet and will be issued its own permit. The \$100 application fee is per vehicle and due when the application packet is submitted. A completed application packet includes 3 forms:

1. Vehicle Permit Application
2. Certificate of Motor Vehicle Condition
3. Vehicle Inspection Report



# Secure Transportation Vehicle Permit Application

1. Name of Secure Transportation Service: DC Private Investigative & Security Consultants

2. Type of Permit (check one):  
 Type 1 (partitioned)  
 Type 2(non-partitioned)

3. Contact Information for the person applying for the permit:

Name: Daniel L Corsentino

Telephone: 719-696-9516 (business) 719-671-5703 (mobile)

Email Address: [Dan@dancorsentino.com](mailto:Dan@dancorsentino.com)

4. Secure Transportation Vehicle Information:

Chassis year: 2024                      Make: KIA                      Model: SPORTAGE

VIN: KNDPUCDF4R7314757              License Plate Number: EOFC50

Date in Service:

Color and Characteristics: White, 4 door

### Required Attachments:

Proof of motor vehicle insurance  Vehicle Registration  Photo of Vehicle

The undersigned acknowledges the following

1. That the Permit granted pursuant to this application is not transferrable, and in the event that the vehicle is sold or transferred, the permit will not transfer.
2. Application fee of \$100 or letter requesting fee waiver must be submitted with this application. Fee waivers are granted at the discretion of the Board of County Commissioners.

The undersigned hereby affirms the following:

1. That the Secure Transportation Service is compliant with all applicable laws and regulations required to operate a secure transportation service in Colorado.
2. That the application they are about to submit is complete and that the attachments required above are submitted with this application.
3. That they have the authority to act on behalf of the Secure Transportation Service provider and all information in this application and accompanying documentation is true and accurate to the best of their knowledge.

Applicant Signature:

Printed Name:

DAN L. Corsentino

Date:

2-27-25



# Secure Transportation Vehicle Permit Certificate of Motor Vehicle Condition

Name of Secure Transportation Service: *DC Security Consultants*

Year / Make / Model: *2024 KIA Sportage*

VIN: Mileage: *17,703*

License Plate Number: *EOFC50*

## MECHANICAL EVALUATION CHECK LIST

System	Acceptable	Not Acceptable	Comments
Wheels, tires and brake systems	X		
Steering, alignment and suspension system	X		
Climate control and ventilation systems	X		
Lighting and electrical system	X		
Exhaust system	X		
Fuel system	X		
Glass, body, and sheet metal	X		

As a qualified motor vehicle mechanic, I affirm the following:

1. I have evaluated the mechanical condition of the described vehicle and have determined that the vehicle is in safe operating condition as of this date. This evaluation does not guarantee future status of the vehicle operating condition due to conditions beyond my control.
2. Based on documentation or other information provided, the vehicle has undergone routine vehicle maintenance and periodic checks in accordance with manufacturer recommendations.

Company Shop or Agency Name: *Huerfano County Shop*

Address: *1038 Russell Ave  
Walsenburg CO 81089*



Mechanic Signature: *Scott D. [Signature]*

Printed Name: Date: *Scott Hawkensor 2-27-2025*



## Secure Transportation Vehicle Permit Vehicle Inspection Report

Name of Secure Transportation Service: *de Security Consultants*

Type of Permit (check one):  Type 1 (partitioned)  Type 2 (non-partitioned) Type of License (check one):  Class A (may use restraints)  Class B (no restraints)

Huerfano County Internal Use Only  
Attach Proof of Payment or Fee Waiver Request Letter

Application Received by: Date Received:

Information below to be completed by County Inspector

YES	NO	REQUIREMENTS FOR ALL SECURE TRANSPORTATION VEHICLES:
X		Certification of compliance with Federal Motor Vehicle Safety Standards
X		Four door body configuration
X		Ligature risk reduction measures
X		Child safety door locks for passenger compartment
X		Window safety interlocks for passenger compartment
X		Global Positioning System tracking
X		Seat belt for each seating position
X		Manufacturer's supplemental inflatable restraints operational
X		Child safety seat in appropriate sizes for client population (if applicable)
X		Operational temperature control and ventilation system
X		Secure area clear of any item that may be used to inflict harm
X		Mirror or video camera to visually observe and monitor client
X		First aid kit

X		Fire extinguisher
X		Wireless two-way communication
X		Biohazard bags
X		Personal protective equipment for each vehicle occupant
X		Map of service area
X		All equipment and supplies on the vehicle are properly secured, maintained, and stored in accordance with manufacturer recommendations

YES	NO	ADDITIONAL REQUIREMENTS FOR TYPE 1 SECURE TRANSPORTATION VEHICLES:
		Permanent safety partition between driver and passenger compartments
		Safety partition between passenger compartment and cargo area (if applicable)

YES	NO	ADDITIONAL REQUIREMENTS FOR CLASS A SECURE TRANSPORTATION VEHICLES:
		Automated external defibrillator
		Soft restraints
		Device to prevent spitting or biting that does not restrict airway or breathing ability and does not pose a ligature risk

Additional Comments:

**Inspector Certification**

By completing this inspection, I certify that I do not have any disclosed or undisclosed, actual or potential conflicts of interest with the Secure Transportation Service or inspection process.

Inspector Signature: *Scott Hawkinson*

Printed Name: *[Signature]*

Date Inspected: *2-27-2025*

*Don [Signature]*  
*2.27-25*



HUERFANO COUNTY  
BOARD OF COUNTY COMMISSIONERS

# Secure Transportation Vehicle Permit

Issued pursuant to Resolution 22-47, Dated December 20, 2022

**D.C. Private Investigations and Security Consultants, LLC**

**LOCATED AT 1045 W. 6TH STREET, PUEBLO, CO 81003**

Having met all the requirements of said resolution, is hereby licensed to operate  
this **2024 Kia Sportage, VIN: KNDPUCDF4R7314757**  
as a type 1 secure transport within Huerfano County

from

**MARCH 4, 2025**

to

**MARCH 31, 2026**

unless it be sooner revoked or suspended as provided by law.

Attest

Board of County Commissioners

---

County Clerk and Recorder

---

Chairman

**VEHICLE PERMIT NUMBER 2025-01**

Arica Andreatta, Chairman  
Karl Sporleder, Commissioner  
Mitchell Wardell, Commissioner



## Board of County Commissioners

Dan Corsentino  
D.C Private Investigations and Security Consultants, LLC  
1045 W 6th Street  
Pueblo, CO. 81003

June 25, 2024

RE: Secure Transportation Service License 2024-01

Dear Service Manager/Administrator,

Please accept this letter as formation notification that D.C Private Investigations and Security Consultants, LLC is licensed by Huerfano County pursuant to Resolution 22-47 as a Class A secure transportation service as of June 25, 2024 and expiring on June 30, 2027.

The County has issued Secure Transportation Vehicle Permit 2024-01 for a 2024 Kia Sportage with vehicle identification number KNDPUCDF9R7241174. This permit for a Type 1 transport for this vehicle expires June 30, 2025.

Section 11 of the Huerfano County Secure Transportation Regulations lists the operational requirements for the service and Section 12 lists the staff and training requirements.

If you have any questions, please contact County Administrator Carl Young at administrator@huerfano.us.

Sincerely,

Signed by:

*Arica Andreatta*

5FD25A4B7F614C1...

Arica Andreatta, Chairman, Board of County Commissioners

DocuSigned by:

*Erica Vigil*

B80EAB80CBAD4E3...

Erica Vigil, County Clerk and Recorder

**RESOLUTION NO. 25-12**

**THE BOARD OF COUNTY COMMISSIONERS  
OF HUERFANO COUNTY, COLORADO**

**A RESOLUTION APPOINTING KARL S. SPORLEDER TO THE BOARD OF  
DIRECTORS OF THE SOUTHERN COLORADO ECONOMIC  
DEVELOPMENT DISTRICT FOR A TERM EXPIRING ON DECEMBER 31,  
2026**

WHEREAS, the Board of County Commissioners serve as the governing body of Huerfano County and are vested with administering the affairs of the County pursuant to state statutes; and,

WHEREAS, the Board of County Commissioners has determined that it is in the best interest of Huerfano County to delegate the representation of the County on certain boards and commissions of public and other bodies to members of the public with particular experience and expertise; and,

WHEREAS, Karl Sporleder serves as a member of the Board of County Commissioners has demonstrated his qualifications to serve on the Board of Directors of the Southern Colorado Economic Development District for Huerfano County and agrees to serve as a member of the Board while adhering to the principles applicable to governmental units and other requirements of law; and,

WHEREAS, the Board of Huerfano County Commissioners desires to appoint Carlton Croft to serve as a member of the Board of Directors of the Southern Colorado Economic Development District as a reflection of the values of the Huerfano County Board of County Commissioners.

NOW THEREFORE BE IT RESOLVED that the Huerfano County Board of County Commissioners hereby appoints Karl S. Sporleder to serve as a member of the Board of Directors of the Southern Colorado Economic Development District until December 31, 2026, and until a successor has been appointed.

INTRODUCED, READ, APPROVED AND ADOPTED THIS 4<sup>th</sup> day of MARCH 2025.



ATTEST:

\_\_\_\_\_  
County Clerk and Recorder and  
Ex-Officio Clerk to said Board

BOARD OF COUNTY COMMISSIONERS  
OF HUERFANO COUNTY, COLORADO

BY \_\_\_\_\_  
Karl S. Sporleder, Chairman

\_\_\_\_\_  
Mitchell Wardell, Commissioner

\_\_\_\_\_  
James L. Chamberlain, Commissioner

**RESOLUTION NO. 25-13**

**THE BOARD OF COUNTY COMMISSIONERS  
OF HUERFANO COUNTY, COLORADO**

**A RESOLUTION APPOINTING KATHY BRESSAN AS A HUERFANO  
COUNTY REPRESENTATIVE TO THE LAS ANIMAS-HUERFANO COUNTIES  
BOARD OF HEALTH UNTIL DECEMBER 31, 2029**

WHEREAS, the Board of County Commissioners serve as the governing body of Huerfano County and are vested with administering the affairs of the County pursuant to state statutes; and,

WHEREAS, Huerfano County and Las Animas County created the Las Animas-Huerfano Counties District Health Department for the purpose of delivery of public health services to the citizens within the bi-county district; and,

WHEREAS, The Public Health Improvement Act of Colorado requires that District Health Departments be comprised of persons appointed by the designated Appointing Authority of the respective Boards of County Commissioners of the Counties comprising the District Health Department and such District Health Board is charged with the responsibility of setting of policy, making decisions, and assuring the delivery of essential public health services within the District; and,

WHEREAS, Kathy Bressan has submitted a letter of interest and has demonstrated her qualifications to serve on the District Board of Health and agrees to do so while adhering to the principles applicable to governmental units and other requirements of law; and,

WHEREAS, the Board of Huerfano County Commissioners, as the appointing authority for Huerfano County, desires to appoint Kathy Bressan to serve on the District Board of Health as a reflection of the values of the Huerfano County Board of County Commissioners.

NOW THEREFORE BE IT RESOLVED that the Huerfano County Board of County Commissioners hereby appoints Kathy Bressan to serve as a member of the Las Animas-Huerfano Counties District Health Department Board of Health until December 31, 2029, and until a successor has been appointed.

INTRODUCED, READ, APPROVED AND ADOPTED THIS 4<sup>th</sup> day of MARCH 2025.



ATTEST:

\_\_\_\_\_  
County Clerk and Recorder and  
Ex-Officio Clerk to said Board

BOARD OF COUNTY COMMISSIONERS  
OF HUERFANO COUNTY, COLORADO

BY \_\_\_\_\_  
Karl S. Sporleder, Chairman

\_\_\_\_\_  
Mitchell Wardell, Commissioner

\_\_\_\_\_  
James L. Chamberlain, Commissioner

IN CONCURRENCE, LAS ANIMAS COUNTY, COLORADO  
THIS RESOLUTION WAS INTRODUCED, READ, APPROVED AND ADOPTED

THIS \_\_\_\_\_ day of \_\_\_\_\_ 2025.

BY ORDER OF THE BOARD OF COUNTY COMMISSIONERS OF LAS ANIMAS  
COUNTY, COLORADO.

BY \_\_\_\_\_  
Felix M. Lopez, Commissioner

ATTEST:

\_\_\_\_\_  
Robert A. Lucero, Commissioner

\_\_\_\_\_  
County Clerk and Recorder and  
Ex-Officio Clerk to said Board

\_\_\_\_\_  
Tony C. Hass, Commissioner



Cash Requirement Summary (APLT30)

Huerfano County

Fund	Cash Account	Cash Balance	AP Cash Pending	GL Cash Pending	Cash Available
051 P.I.L.T.	051-00000-10200	(\$227,828.62)	(\$25,000.00)	(\$13,052.50)	(\$265,881.12)
<b>Grand Totals:</b>		<b>(\$227,828.62)</b>	<b>(\$25,000.00)</b>	<b>(\$13,052.50)</b>	<b>(\$265,881.12)</b>

Approved by-----

Approved on Date: \_\_\_\_\_

County Commissioner: \_\_\_\_\_

County Commissioner: \_\_\_\_\_

County Commissioner: \_\_\_\_\_

# Invoice Initial Approval

Huerfano County

Batch ID: PrePay2/27

Batch Post-On Date: 2/27/2025

Status Invoice	Vendor Name	Invoice Date	Due Date	Invoice Amount	Approved Amount	Wire?	Approved?
O	HCED2025-0103	HUERFANO COUNTY ECON	1/7/2025	2/27/2025	\$25,000.00	\$25,000.00	<input type="checkbox"/> <input type="checkbox"/>

Annual Contribution

Bank: 3 031236331

Entered By: gjones

GL Account	Distribution Description	GL Amount
051-47200-51781	Annual Contribution	\$25,000.00
<b>Invoice GL Total:</b>		\$25,000.00

**Grand Total - Invoices: \$25,000.00 \$25,000.00**

## Fund Totals for Selected Batch

Fund	Fund Name	Fund Total
051	P.I.L.T.	\$25,000.00
<b>Total All Funds:</b>		\$25,000.00

Cash Requirement Summary (APLT30)

Huerfano County

Fund	Cash Account	Cash Balance	AP Cash Pending	GL Cash Pending	Cash Available
001 GENERAL FUND	001-00000-10200	\$237,389.90	(\$117,578.82)	(\$174,404.87)	(\$54,593.79)
002 ROAD & BRIDGE FUND	002-00000-10200	\$611,517.79	(\$5,137.93)	(\$44,136.10)	\$562,243.76
003 LODGING TAX TOURISM FUND	003-00000-10200	\$100,013.20	(\$5,511.94)	(\$16,595.00)	\$77,906.26
004 SPECIAL PROJECT FUND	004-00000-10200	(\$1,300,196.10)	(\$3,730.09)	(\$3,321.01)	(\$1,307,247.20)
011 HUERF CO HOUSING AUTHORITY	011-00000-10200	\$39,000.00	(\$20,292.50)	\$0.00	\$18,707.50
069 EMERGENCY SERVICES FUND	069-00000-10200	(\$325,246.65)	(\$407.01)	(\$22,065.15)	(\$347,718.81)
070 GARDNER PUBLIC IMP DISTRICT	070-00000-10200	\$76,181.30	(\$128.88)	(\$684.03)	\$75,368.39
071 DISASTER RECOVERY FUND	071-00000-10200	\$783,312.14	(\$16,490.87)	\$0.00	\$766,821.27
<b>Grand Totals:</b>		<b>\$221,971.58</b>	<b>(\$169,278.04)</b>	<b>(\$261,206.16)</b>	<b>(\$208,512.62)</b>

Approved by-----

Approved on Date: \_\_\_\_\_

County Commissioner: \_\_\_\_\_

County Commissioner: \_\_\_\_\_

County Commissioner: \_\_\_\_\_

# Approved Invoices By Department Detail

Huerfano County

Invoice	Account	PO Acct Desc	Inv Date	Due Date Type	Post Date Detail Description	Invoice Amt Acct Amoun	Approv Amt
---------	---------	-----------------	----------	------------------	---------------------------------	---------------------------	------------

**Fund: 001 GENERAL FUND**

**Dept: 401 LAND USE AND BUILDING**

0125002		2025036	2/24/2025	3/5/2025	3/5/2025	\$20,832.50	\$20,832.50
---------	--	---------	-----------	----------	----------	-------------	-------------

**Invoice Description: Gardner Main St Meetings/Prep, Meyer Plat Review**

0014012451310	PROFESSIONAL SERVICES	None	Gardner Main St Meetings/Prep, Meyer Plat Review	\$540.00
---------------	-----------------------	------	--	----------

1/15/25-2/15/25			2/25/2025	3/5/2025	3/5/2025	\$679.56	\$679.56
-----------------	--	--	-----------	----------	----------	----------	----------

**Invoice Description: Unleaded**

0014012451335	FUEL REIMBURSEMENT	None	Unleaded	\$45.92
---------------	--------------------	------	----------	---------

**Dept: 40124 - LAND USE AND BUILDING Invoice Count and Total: 2 \$585.92**

**Dept: 401 OTHER ADMINISTRATION**

38379336			2/9/2025	3/5/2025	3/5/2025	\$525.37	\$525.37
----------	--	--	----------	----------	----------	----------	----------

**Invoice Description: Maintenance overage 01/01/25-1/31/25 and contract charge 02/01/2025-2/28/25**

0014012751814	SOFTWARE LEASE AGREEMENT	None	Maintenance overage 01/01/25-1/31/25 and contract charge 02/01/2025-2/28/25	\$525.37
---------------	--------------------------	------	---	----------

38379338			2/9/2025	3/5/2025	3/5/2025	\$70.08	\$70.08
----------	--	--	----------	----------	----------	---------	---------

**Invoice Description: Arica Andreatta Maintenance overage 1/1/25-1/31/25 Contract charge 2/1/25-2/28/25**

0014012751814	SOFTWARE LEASE AGREEMENT	None	Arica Andreatta Maintenance overage 1/1/25-1/31/25 Contract charge 2/1/25-2/28/25	\$70.08
---------------	--------------------------	------	---	---------

**Dept: 40127 - OTHER ADMINISTRATION Invoice Count and Total: 2 \$595.45**

**Dept: 402 CLERK AND RECORDER**

250434			2/19/2025	3/5/2025	3/5/2025	\$459.00	\$459.00
--------	--	--	-----------	----------	----------	----------	----------

**Invoice Description: ENVELOPES**

0014021051210	OFFICE SUPPLIES	None	ENVELOPES	\$459.00
---------------	-----------------	------	-----------	----------

**Dept: 40210 - CLERK AND RECORDER Invoice Count and Total: 1 \$459.00**

Approved By:

On:

# Approved Invoices By Department Detail

Huerfano County

Invoice	Account	PO Acct Desc	Inv Date	Due Date Type	Post Date Detail Description	Invoice Amt Acct Amoun	Approv Amt
<b>Fund: 001 GENERAL FUND</b>							
<b>Dept: 402 ELECTIONS</b>							
02182025			2/18/2025	3/5/2025	3/5/2025	\$60.00	\$60.00
<b>Invoice Description: 2025 SPRING REGIONAL TRAINING FOR ERICA VIGIL/CHRISTIANA CAMACHO/AMANDA MARTIN</b>							
0014025051330		TRAVEL & TRANSPORTATION		None	2025 SPRING REGIONAL TRAINING FOR ERICA VIGIL/CHRISTIANA CAMACHO/AMANDA MARTIN	\$60.00	
<b>Dept: 40250 - ELECTIONS Invoice Count and Total:</b>						<b>1</b>	<b>\$60.00</b>
<b>Dept: 403 TREASURER</b>							
382048			2/19/2025	3/5/2025	3/5/2025	\$75.46	\$75.46
<b>Invoice Description: KYOCERA COPY MACHINE RENTAL MAINT FEE</b>							
0014030051383		MAINTENANCE CONTRACT		None	KYOCERA COPY MACHINE RENTAL MAINT FEE	\$37.73	
4337			2/26/2025	3/5/2025	3/5/2025	\$2,511.28	\$2,511.28
<b>Invoice Description: TAX NOTICES PROCESSING/POSTAGE</b>							
0014030051322		POSTAGE		None	TAX NOTICES PROCESSING/POSTAGE	\$2,511.28	
<b>Dept: 40300 - TREASURER Invoice Count and Total:</b>						<b>2</b>	<b>\$2,549.01</b>
<b>Dept: 404 ASSESSOR</b>							
382048			2/19/2025	3/5/2025	3/5/2025	\$75.46	\$75.46
<b>Invoice Description: KYOCERA COPY MACHINE RENTAL MAINT FEE</b>							
0014040051383		MAINTENANCE CONTRACT		None	KYOCERA COPY MACHINE RENTAL MAINT FEE	\$37.73	
<b>Dept: 40400 - ASSESSOR Invoice Count and Total:</b>						<b>1</b>	<b>\$37.73</b>
<b>Dept: 406 PUBLIC WORKS</b>							
1/15/25-2/15/25			2/25/2025	3/5/2025	3/5/2025	\$679.56	\$679.56
<b>Invoice Description: Unleaded</b>							

Approved By:

On:

**Approved Invoices By Department Detail**

**Huerfano County**

Invoice	Account	PO Acct Desc	Inv Date	Due Date Type	Post Date Detail Description	Invoice Amt Acct Amount	Approv Amt
<b>Fund: 001 GENERAL FUND</b>							
<b>Dept: 406 PUBLIC WORKS</b>							
1/15/25-2/15/25			2/25/2025	3/5/2025	3/5/2025	\$679.56	\$679.56
		<b>Invoice Description: Unleaded</b>					
	0014060051335	FUEL REIMBURSEMENT		None	Unleaded	\$258.44	
544892			2/4/2025	3/5/2025	3/5/2025	\$4.98	\$4.98
		<b>Invoice Description: one sided key</b>					
	0014060051380	VEH REPAIRS/MAINTENANCE		None	one sided key	\$4.98	
549475			2/10/2025	3/5/2025	3/5/2025	\$6.03	\$6.03
		<b>Invoice Description: midwest fasteners, aluminum foil tape</b>					
	0014060051380	VEH REPAIRS/MAINTENANCE		None	midwest fasteners, aluminum foil tape	\$6.03	
552114			2/13/2025	3/5/2025	3/5/2025	\$18.99	\$18.99
		<b>invoice Description: Preslime whlbarrow tube</b>					
	0014060051380	VEH REPAIRS/MAINTENANCE		None	Preslime whlbarrow tube	\$18.99	
850642570			2/14/2025	3/5/2025	3/5/2025	\$147.03	\$147.03
		<b>Invoice Description: Scott single-fold</b>					
	0014060051220	OPERATING SUPPLIES		None	Scott single-fold	\$147.03	
<b>Dept: 40600 - PUBLIC WORKS Invoice Count and Total:</b>						<b>5</b>	<b>\$435.47</b>
<b>Dept: 415 DISTRICT ATTORNEY</b>							
03/2025			2/20/2025	3/5/2025	3/5/2025	\$49,166.66	\$49,166.66
		<b>Invoice Description: 2025 Allocation per Budget Monthly</b>					
	0014151051324	D.A. PAYMENTS		None	2025 Allocation per Budget Monthly	\$49,166.66	
<b>Dept: 41510 - DISTRICT ATTORNEY Invoice Count and Total:</b>						<b>1</b>	<b>\$49,166.66</b>

Approved By:

On:

# Approved Invoices By Department Detail

Huerfano County

Invoice	Account	PO Acct Desc	Inv Date	Due Date Type	Post Date Detail Description	Invoice Amt Acct Amount	Approv Amt
---------	---------	-----------------	----------	------------------	---------------------------------	----------------------------	------------

Fund: 001 GENERAL FUND

Dept: 421 SHERIFF

18053			2/19/2025	3/5/2025	3/5/2025	\$975.00	\$975.00
<b>Invoice Description: DGA606 replaced radiator</b>							
	0014211051380	VEH REPAIRS/MAINTENANCE		None	DGA606 replaced radiator	\$975.00	
18061			2/21/2025	3/5/2025	3/5/2025	\$140.00	\$140.00
<b>Invoice Description: BJOL59 - maintenance</b>							
	0014211051380	VEH REPAIRS/MAINTENANCE		None	replaced both front headlights	\$140.00	
18062			2/24/2025	3/5/2025	3/5/2025	\$547.00	\$547.00
<b>Invoice Description: BSJ186 - spark plugs and plug wires all replaced, oil change</b>							
	0014211051380	VEH REPAIRS/MAINTENANCE		None	BSJ186 - spark plugs and plug wires all replaced, oil change	\$547.00	
CP-021825			2/18/2025	3/5/2025	3/5/2025	\$105.68	\$105.68
<b>Invoice Description: Transport evidence to CBI, file door key for office</b>							
	0014211051330	TRAVEL & MEALS		None	Transport evidence to CBI, file door key for office	\$105.68	
RB-021225			2/12/2025	3/5/2025	3/5/2025	\$5,116.81	\$5,116.81
<b>Invoice Description: Vehicle Repairs; WO #1 - WO 2</b>							
	0014211051380	VEH REPAIRS/MAINTENANCE		None	BSJ184/Unit 3327 Ford Explorer	\$4,957.99	
	0014211051948	Jail JAG Grant		None	OHL167/Unit 3349 Transport Van	\$158.82	
SP-022425			2/24/2025	3/5/2025	3/5/2025	\$228.00	\$228.00
<b>Invoice Description: SXO CCIC Entry Contractual Payment</b>							
	0014211051310	PROFESSIONAL SERVICES		None	SXO CCIC Entry Contractual Payment	\$228.00	

Dept: 42110 - SHERIFF Invoice Count and Total: 7 \$7,112.49

Dept: 421 JAIL

Approved By:

On:

# Approved Invoices By Department Detail

Huerfano County

Invoice	Account	PO Acct Desc	Inv Date	Due Date Type	Post Date Detail Description	Invoice Amt Acct Amount	Approv Amt	
<b>Fund: 001 GENERAL FUND</b>								
<b>Dept: 421 JAIL</b>								
<b>102-HCCO</b>			<b>2/17/2025</b>	<b>3/5/2025</b>	<b>3/5/2025</b>	<b>\$1,650.00</b>	<b>\$1,650.00</b>	
	<b>Invoice Description: Extradition Service from Arizona to Huerfano</b>							
	0014212051310	PROFESSIONAL SERVICES		None	Extradition Service from Arizona to Huerfano	\$1,650.00		
<b>108911</b>			<b>2/19/2025</b>	<b>3/5/2025</b>	<b>3/5/2025</b>	<b>\$59.45</b>	<b>\$59.45</b>	
	<b>Invoice Description: Cleaning supplies for jail</b>							
	0014212051220	OPERATING SUPPLIES		None	Cleaning supplies for jail	\$59.45		
<b>108912</b>			<b>2/19/2025</b>	<b>3/5/2025</b>	<b>3/5/2025</b>	<b>\$262.05</b>	<b>\$262.05</b>	
	<b>Invoice Description: Commissary supplies</b>							
	0014212051602	COMMISSARY		None	Commissary supplies	\$262.05		
<b>33012008</b>			<b>2/15/2025</b>	<b>3/5/2025</b>	<b>3/5/2025</b>	<b>\$716.14</b>	<b>\$716.14</b>	
	<b>Invoice Description: Inmate meals</b>							
	0014212051313	MEALS		None	Inmate meals	\$716.14		
<b>33012009</b>			<b>2/15/2025</b>	<b>3/5/2025</b>	<b>3/5/2025</b>	<b>\$275.12</b>	<b>\$275.12</b>	
	<b>Invoice Description: inmate meals</b>							
	0014212051313	MEALS		None	inmate meals	\$275.12		
<b>3439</b>			<b>1/3/2025</b>	<b>3/5/2025</b>	<b>3/5/2025</b>	<b>\$194.00</b>	<b>\$194.00</b>	
	<b>Invoice Description: Replaced intercom buttons and fixed wiring on jail's intercom system</b>							
	0014212051310	PROFESSIONAL SERVICES		None	Replaced intercom buttons and fixed wiring on jail's intercom system	\$194.00		
<b>38379340</b>			<b>2/9/2025</b>	<b>3/5/2025</b>	<b>3/5/2025</b>	<b>\$197.42</b>	<b>\$197.42</b>	
	<b>Invoice Description: Erica Vigil Maintenance overage, contract charge</b>							
	0014212051814	SOFTWARE LEASE AGREEMENT		None	Erica Vigil Maintenance overage, contract charge	\$197.42		

Approved By:

On:



# Approved Invoices By Department Detail

Huerfano County

Invoice	Account	PO Acct Desc	Inv Date	Due Date Type	Post Date Detail Description	Invoice Amt Acct Amount	Approv Amt
---------	---------	-----------------	----------	------------------	---------------------------------	----------------------------	------------

Fund: 001 GENERAL FUND

Dept: 421 JAIL

38381509			2/9/2025	3/5/2025	3/5/2025	\$129.88	\$129.88
<b>Invoice Description: Erica Vigil Maintenance overage 1/1/25-1/31/25, contract charge 2/1/25-2/28/25</b>							
0014212051814		SOFTWARE LEASE AGREEMENT		None	Erica Vigil Maintenance overage 1/1/25-1/31/25, contract charge 2/1/25-2/28/25	\$129.88	
Appel-011025			1/10/2025	3/5/2025	3/5/2025	\$122.40	\$122.40
<b>Invoice Description: JBBS/MAT Reimbursable Counseling</b>							
0014212051933		JAIL BEHAVIORAL HEALTH/MAT		None	JBBS/MAT Reimbursable Counseling	\$122.40	
SPRHC-20			2/12/2025	3/5/2025	3/5/2025	\$2,766.16	\$2,766.16
<b>Invoice Description: Inmate meals 01/02/25 - 02/01/25</b>							
0014212051313		MEALS		None	Inmate meals 01/02/25 - 02/01/25	\$2,766.16	

Dept: 42120 - JAIL Invoice Count and Total: 10 \$6,372.62

Dept: 421 CORONER

2/24/25			2/24/2025	3/5/2025	3/5/2025	\$189.76	\$189.76
<b>Invoice Description: Business Cards</b>							
0014213051210		OFFICE SUPPLIES		None	Business Cards	\$189.76	
SI202730			2/5/2025	3/5/2025	3/5/2025	\$690.00	\$690.00
<b>Invoice Description: Implementation Fee</b>							
0014213051719		OPERATING SOFTWARE		None	Implementation Fee	\$690.00	

Dept: 42130 - CORONER Invoice Count and Total: 2 \$879.76

Dept: 441 HEALTH DEPARTMENT

03/2025			2/20/2025	3/5/2025	3/5/2025	\$13,000.00	\$13,000.00
<b>Invoice Description: 2025 Allocation Per 2025 Budget</b>							

Approved By:

On:

# Approved Invoices By Department Detail

Huerfano County

Invoice	Account	PO Acct Desc	Inv Date	Due Date Type	Post Date Detail Description	Invoice Amt Acct Amount	Approv Amt
---------	---------	-----------------	----------	------------------	---------------------------------	----------------------------	------------

**Fund: 001 GENERAL FUND**

**Dept: 441 HEALTH DEPARTMENT**

03/2025			2/20/2025	3/5/2025	3/5/2025	\$13,000.00	\$13,000.00
<b>Invoice Description: 2025 Allocation Per 2025 Budget</b>							
0014411051316		HEALTH PAYMENTS		None	2025 Allocation Per 2025 Budget	\$13,000.00	

**Dept: 44110 - HEALTH DEPARTMENT Invoice Count and Total: 1 \$13,000.00**

**Dept: 464 AIRPORT**

24A25200-3		2025046	2/21/2025	3/5/2025	3/5/2025	\$2,735.26	\$2,735.26
<b>Invoice Description: Spanish Peaks Airfield Lighting</b>							
0014640051866		FAA/ARPA AIRPORT GRANT		None	Spanish Peaks Airfield Lighting	\$2,735.26	

**Dept: 46400 - AIRPORT Invoice Count and Total: 1 \$2,735.26**

**Dept: 479 ADMINISTRATION**

0000532122			1/2/2025	3/5/2025	3/5/2025	\$7,350.00	\$7,350.00
<b>Invoice Description: Consulting Membership Dues</b>							
0014790051339		DUES & MEETINGS		None	Consulting Membership Dues	\$7,350.00	
117404			1/1/2025	3/5/2025	3/5/2025	\$49.00	\$49.00
<b>Invoice Description: Annual Fee</b>							
0014790051759		PREEMPLOYMENT DRUG TESTING		None	Annual Fee	\$49.00	
26257665		2025004	12/26/2024	3/5/2025	3/5/2025	\$12,550.00	\$12,550.00
<b>Invoice Description: Renewal Quotation - 2025</b>							
0014790051420		DUES & MEETINGS/CCI		None	Yearly Contract/dues	\$12,550.00	
32696			2/14/2025	3/5/2025	3/5/2025	\$201.80	\$201.80
<b>Invoice Description: Freight and service performed at office</b>							
0014790051210		OFFICE SUPPLIES		None	Freight and service performed at office	\$201.80	

Approved By:

On:

# Approved Invoices By Department Detail

Huerfano County

Invoice	Account	PO Acct Desc	Inv Date	Due Date Type	Post Date Detail Description	Invoice Amt Acct Amount	Approv Amt
<b>Fund: 001 GENERAL FUND</b>							
<b>Dept: 479 ADMINISTRATION</b>							
INV-130612		2025041	2/17/2025	3/5/2025	3/5/2025	\$7,068.99	\$7,068.99
<b>Invoice Description: Subscription</b>							
0014790051719		OPERATING SOFTWARE		None	Subscription	\$7,068.99	
<b>Dept: 47900 - ADMINISTRATION Invoice Count and Total:</b>						<b>5</b>	<b>\$27,219.79</b>
<b>Dept: 501 PARKS AND RECREATION</b>							
1/15/25-2/15/25			2/25/2025	3/5/2025	3/5/2025	\$679.56	\$679.56
<b>Invoice Description: Unleaded</b>							
0015010051335		FUEL REIMBURSEMENT		None	Unleaded	\$34.44	
<b>Dept: 50100 - PARKS AND RECREATION Invoice Count and Total:</b>						<b>1</b>	<b>\$34.44</b>
<b>Dept: 502 JUDICIAL CENTER</b>							
In00307564			2/20/2025	3/5/2025	3/5/2025	\$6,335.22	\$6,335.22
<b>Invoice Description: Electrician/install, Freight, Materials</b>							
0015020051665		COURT SECURITY GRANT		None	Electrician/install, Freight, Materials	\$6,335.22	
<b>Dept: 50200 - JUDICIAL CENTER Invoice Count and Total:</b>						<b>1</b>	<b>\$6,335.22</b>
<b>Fund: 001 - GENERAL FUND Invoice Count and Total:</b>						<b>43</b>	<b>\$117,578.82</b>

Approved By:

On:

# Approved Invoices By Department Detail

Huerfano County

Invoice	Account	PO Acct Desc	Inv Date	Due Date Type	Post Date Detail Description	Invoice Amt Acct Amount	Approv Amt
<b>Fund: 002 ROAD &amp; BRIDGE FUND</b>							
<b>Dept: 430 R/B CONSTRUCTION</b>							
10221557		2025042	2/14/2025	3/5/2025	3/5/2025	\$5,000.00	\$5,000.00
Invoice Description: HC Safe Streets for All							
0024303051953		SAFE STREETS AND ROADS		None	HC Safe Streets for All	\$5,000.00	
<b>Dept: 43030 - R/B CONSTRUCTION Invoice Count and Total:</b>						<b>1</b>	<b>\$5,000.00</b>
<b>Dept: 430 R/B ADMINISTRATION</b>							
02-08-2025 R&B LaVeta			2/8/2025	3/5/2025	3/5/2025	\$70.12	\$70.12
Invoice Description: R&B La Veta Shop							
0024308051321		TELEPHONE		None	R&B La Veta Shop	\$70.12	
02-08-2025R&B Gardner			2/8/2025	3/5/2025	3/5/2025	\$67.81	\$67.81
Invoice Description: R&B Gardner							
0024308051321		TELEPHONE		None	R&B Gardner	\$67.81	
<b>Dept: 43080 - R/B ADMINISTRATION Invoice Count and Total:</b>						<b>2</b>	<b>\$137.93</b>
<b>Fund: 002 - ROAD &amp; BRIDGE FUND Invoice Count and Total:</b>						<b>3</b>	<b>\$5,137.93</b>

Approved By:

On:

# Approved Invoices By Department Detail

Huerfano County

Invoice	Account	PO Acct Desc	Inv Date	Due Date Type	Post Date Detail Description	Invoice Amt Acct Amount	Approv Amt
<b>Fund: 003 LODGING TAX TOURISM FUND</b>							
<b>Dept: 487 LODGING TAX TOURISM</b>							
243991			2/14/2025	3/5/2025	3/5/2025	\$2,825.00	\$2,825.00
		<b>Invoice Description: Visitor Guides</b>					
	0034870051304	ADVERTISING AND PROMOTION		None	Visitor Guides	\$2,825.00	
3312025			2/27/2025	3/5/2025	3/5/2025	\$2,686.94	\$2,686.94
		<b>Invoice Description: Advertising Agreement</b>					
	0034870051304	ADVERTISING AND PROMOTION		None	Advertising Agreement	\$2,686.94	
<b>Dept: 48700 - LODGING TAX TOURISM Invoice Count and Total:</b>						<b>2</b>	<b>\$5,511.94</b>
<b>und: 003 - LODGING TAX TOURISM FUND Invoice Count and Total:</b>						<b>2</b>	<b>\$5,511.94</b>

Approved By:

On:

# Approved Invoices By Department Detail

Huerfano County

Invoice	Account	PO Acct Desc	Inv Date	Due Date Type	Post Date Detail Description	Invoice Amt Acct Amount	Approv Amt
<b>Fund: 004 SPECIAL PROJECT FUND</b>							
<b>Dept: 451 SPECIAL PROJECT FUND</b>							
17654			1/24/2025	3/5/2025	3/5/2025	\$2,250.00	\$2,250.00
		<b>Invoice Description: Wheelhouse retail</b>					
	0044510051907	RETAIL POP-UP EDA GRANT EXP		None	Wheelhouse retail	\$2,250.00	
JL27608183CO06		2025045	2/25/2025	3/5/2025	3/5/2025	\$1,480.09	\$1,480.09
		<b>Invoice Description: Install Panic Buttons</b>					
	0044510051916	UNDERFUNDED COURTHOUSE-JUD DEP		None	Install Panic Buttons	\$1,480.09	
<b>Dept: 45100 - SPECIAL PROJECT FUND Invoice Count and Total:</b>						<b>2</b>	<b>\$3,730.09</b>
<b>Fund: 004 - SPECIAL PROJECT FUND Invoice Count and Total:</b>						<b>2</b>	<b>\$3,730.09</b>

Approved By:

On:

# Approved Invoices By Department Detail

Huerfano County

Invoice	Account	PO Acct Desc	Inv Date	Due Date Type	Post Date Detail Description	Invoice Amt Acct Amount	Approv Amt
<b>Fund: 011 HUERF CO HOUSING AUTHORIT</b>							
<b>Dept: 503 HOUSING AUTHORITY</b>							
0125002		2025036	2/24/2025	3/5/2025	3/5/2025	\$20,832.50	\$20,832.50
<b>Invoice Description: Gardner Main St Meetings/Prep, Meyer Plat Review</b>							
0115030051310		PROFESSIONAL SERVICES		None	Gardner Main St Meetings/Prep, Meyer Plat Review	\$19,752.50	
0115030051310		PROFESSIONAL SERVICES		None	Gardner Main St Meetings/Prep, Meyer Plat Review	\$540.00	
<b>Dept: 50300 - HOUSING AUTHORITY Invoice Count and Total:</b>						<b>2</b>	<b>\$20,292.50</b>
<b>d: 011 - HUERF CO HOUSING AUTHORITY Invoice Count and Total:</b>						<b>2</b>	<b>\$20,292.50</b>

Approved By:

On:

# Approved Invoices By Department Detail

Huerfano County

Invoice	Account	PO Acct Desc	Inv Date	Due Date Type	Post Date Detail Description	Invoice Amt Acct Amount	Approv Amt
<b>Fund: 069 EMERGENCY SERVICES FUND</b>							
<b>Dept: 421 EMERGENCY MANAGEMENT</b>							
1/15/25-2/15/25			2/25/2025	3/5/2025	3/5/2025	\$679.56	\$679.56
<b>Invoice Description: Unleaded</b>							
0694210051335		FUEL REIMBURSEMENT		None	Unleaded	\$340.76	
<b>Dept: 42100 - EMERGENCY MANAGEMENT Invoice Count and Total:</b>						<b>1</b>	<b>\$340.76</b>
<b>Dept: 490 EMERGENCY SERVICES FUN</b>							
1253			1/14/2025	3/5/2025	3/5/2025	\$36.00	\$36.00
<b>Invoice Description: CPR Classes</b>							
0694900051393		TRAINING		None	CPR Classes	\$36.00	
545703			2/5/2025	3/5/2025	3/5/2025	\$30.25	\$30.25
<b>Invoice Description: Bait block peanut butter</b>							
0694900051679		TOWER MAINTENANCE		None	Bait block peanut butter	\$30.25	
<b>Dept: 49000 - EMERGENCY SERVICES FUND Invoice Count and Total:</b>						<b>2</b>	<b>\$66.25</b>
<b>Fund: 069 - EMERGENCY SERVICES FUND Invoice Count and Total:</b>						<b>3</b>	<b>\$407.01</b>

Approved By:

On:



# Approved Invoices By Department Detail

Huerfano County

Invoice	Account	PO Acct Desc	Inv Date	Due Date Type	Post Date Detail Description	Invoice Amt Acct Amoun	Approv Amt
<b>Fund: 070 GARDNER PUBLIC IMP DISTRIC</b>							
<b>Dept: 491 GARDNER PUBLIC IMP DIST</b>							
2-8-2025			2/8/2025	3/5/2025	3/5/2025	\$128.88	\$128.88
<b>Invoice Description: GPID</b>							
0704910051321		TELEPHONE/BULK WATER STATION		None	GPID	\$128.88	
<b>49100 - GARDNER PUBLIC IMP DISTRICT Invoice Count and Total:</b>						<b>1</b>	<b>\$128.88</b>
<b>id: 070 - GARDNER PUBLIC IMP DISTRICT Invoice Count and Total:</b>						<b>1</b>	<b>\$128.88</b>

Approved By:

On:

# Approved Invoices By Department Detail

Huerfano County

Invoice	Account	PO Acct Desc	Inv Date	Due Date Type	Post Date Detail Description	Invoice Amt Acct Amount	Approv Amt
<b>Fund: 071 DISASTER RECOVERY FUND</b>							
<b>Dept: 500 DISASTER RECOVERY FUND</b>							
IN00290615		2025038	1/9/2025	3/5/2025	3/5/2025	\$16,490.87	\$16,490.87
<b>Invoice Description: 10-Year Camera License</b>							
0715000051861		AMER RESCUE PLAN RELIEF FUND		None	10-Year Camera License	\$16,490.87	
<b>Dept: 50000 - DISASTER RECOVERY FUND Invoice Count and Total:</b>						<b>1</b>	<b>\$16,490.87</b>
<b>Fund: 071 - DISASTER RECOVERY FUND Invoice Count and Total:</b>						<b>1</b>	<b>\$16,490.87</b>

Approved By:

On:

# Approved Invoices By Department Detail

Huerfano County

Invoice	Account	PO Acct Desc	Inv Date	Due Date Type	Post Date Detail Description	Invoice Amt Acct Amount	Approv Amt
---------	---------	-----------------	----------	------------------	---------------------------------	----------------------------	------------

Invoice Count by Dept: 57

Grand Total: \$169,278.04

Approved Invoices - Fund/Dept. Totals		
Fund	Fund Total	Fund Name
<b>001 GENERAL FUND</b>		
40124	LAND USE AND BUILDING	\$585.92
40127	OTHER ADMINISTRATION	\$595.45
40210	CLERK AND RECORDER	\$459.00
40250	ELECTIONS	\$60.00
40300	TREASURER	\$2,549.01
40400	ASSESSOR	\$37.73
40600	PUBLIC WORKS	\$435.47
41510	DISTRICT ATTORNEY	\$49,166.66
42110	SHERIFF	\$7,112.49
42120	JAIL	\$6,372.62
42130	CORONER	\$879.76
44110	HEALTH DEPARTMENT	\$13,000.00
46400	AIRPORT	\$2,735.26
47900	ADMINISTRATION	\$27,219.79
50100	PARKS AND RECREATION	\$34.44
50200	JUDICIAL CENTER	\$6,335.22
		<u>\$117,578.82</u>
<b>002 ROAD &amp; BRIDGE FUND</b>		

Approved By:

On:

# Approved Invoices By Department Detail

Huerfano County

Invoice	Account	PO	Inv Date	Due Date	Post Date	Invoice Amt	Approv Amt
		Acct Desc		Type	Detail Description	Acct Amount	
		43030	R/B CONSTRUCTION			\$5,000.00	
		43080	R/B ADMINISTRATION			\$137.93	
						<u>\$5,137.93</u>	
		<b>003</b>	<b>LODGING TAX TOURISM</b>				
		48700	LODGING TAX TOURISM			\$5,511.94	
						<u>\$5,511.94</u>	
		<b>004</b>	<b>SPECIAL PROJECT FUND</b>				
		45100	SPECIAL PROJECT FUND			\$3,730.09	
						<u>\$3,730.09</u>	
		<b>011</b>	<b>HUERF CO HOUSING AU</b>				
		50300	HOUSING AUTHORITY			\$20,292.50	
						<u>\$20,292.50</u>	
		<b>069</b>	<b>EMERGENCY SERVICES</b>				
		42100	EMERGENCY MANAGEMENT			\$340.76	
		49000	EMERGENCY SERVICES FUND			\$66.25	
						<u>\$407.01</u>	
		<b>070</b>	<b>GARDNER PUBLIC IMP D</b>				
		49100	GARDNER PUBLIC IMP DISTRIC			\$128.88	
						<u>\$128.88</u>	
		<b>071</b>	<b>DISASTER RECOVERY F</b>				
		50000	DISASTER RECOVERY FUND			\$16,490.87	
						<u>\$16,490.87</u>	

Approved By:

On:

# Approved Invoices By Department Detail

Huerfano County

Invoice	PO	Inv Date	Due Date	Post Date	Invoice Amt	Approv Amt
Account	Acct Desc		Type	Detail Description	Acct Amoun	

Grand Total:	\$169,278.04
--------------	--------------

Approved By:

On:

# PURCHASE ORDER

## Huerfano County

Purchase Order#: 2025047

Purchase OrderDate: 2/28/2025

Vendor: **STATEWIDE INTERNET PORTAL / 7939**  
**950 South Cherry St Suite 900**  
**DENVER, CO 80246**

Ship To: **401 Main Street -**  
**Walsenburg CO, 81089**  
**719-738-3000 ext. 210**

### Order Description:

DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL COST	LEDGER
Google Workspace 2025 Renewal	1	\$14,317.00	\$14,317.00	063-49500-51719
TOTAL:			\$14,317.00	

### NOTES:

### APPROVALS:

Approving Authority: \_\_\_\_\_

Budget Officer: \_\_\_\_\_

Company Address 950 S. Cherry St.  
Suite 900  
Denver, CO 80246  
US

Created Date 2/28/2025  
Expiration Date 3/27/2025  
Quote Number 00004707

Prepared By Sarah Fischer  
Phone (720) 615-3965  
Email sarah@cosipa.gov

Contact Name Carl Young  
Phone (719) 738-2370  
Email cyoung@huerfano.us  
Fax (719) 738-3996

Bill To Name Huerfano County  
Bill To 401 Main Street  
Suite 201  
Walsenburg, CO 81089

Ship To Name Huerfano County  
Ship To 401 Main St  
Walsenburg, CO 81089

Product	Line Item Description	Sales Price	Quantity	Total Price
Google Workspace Business Plus	Domain: huerfano.us; Renewal 03/31/2025 to 03/30/2026	\$143.17	100.00	\$14,317.00

Description Quote for Huerfano County to renew 100 Google Workspace Business Plus subscriptions for the Term: 03/31/2025 to 03/30/2026, with the option to renew at the end of the term.

Grand Total \$14,317.00

Domain: huerfano.us

Please return a signed quote or PO to me or sipa@cosipa.gov to renew and include the email address of the person who is supposed to receive the invoice.

## Additional Details

Additional Details Please note: Fees are not refundable.

Please note: Fees may increase at next renewal.

Please note: This is not an invoice. Please do not submit payment until you have received an invoice. Invoice will be sent at the beginning of the Term, with Net 45 payment terms.

### Terms & Conditions:

Customer accepts Google flow down terms: [https://static.carahsoft.com/concrete/files/6116/6981/5856/US\\_Public\\_Sector\\_CMA\\_flowdowns\\_10.17.22\\_-\\_Worksp](https://static.carahsoft.com/concrete/files/6116/6981/5856/US_Public_Sector_CMA_flowdowns_10.17.22_-_Worksp)

SIPA is committed to providing solutions that can be used in a Web Content Accessibility Guidelines (WCAG) compliant fashion. However, SIPA cannot certify that this product is compliant with the latest version of WCAG and cannot assume responsibility for non-compliance. We encourage you to perform your own assessment on the suitability of this product for your needs, which may include reaching out to Google directly for more information.

By signing this Quote or issuing a Purchase Order, you are agreeing to the above Terms and Conditions and you are agreeing to purchase the above mentioned products and/or services and you will be responsible for payment upon invoicing. You also certify that you have authority to enter into this agreement between your entity and SIPA.

Signature \_\_\_\_\_  
Name \_\_\_\_\_  
Title \_\_\_\_\_  
Date \_\_\_\_\_

*Item 7e.*





**401 Main Street, Suite 204**

**Walsenburg, Co 81089**

**February 27,2025**

Dear Commissioners and Administrator,

Huerfano County has used postage machines provided by Pitney Bowes in the past and we currently have 1 active lease until April 2026.

We have been researching other companies that provide machines and lease agreements.

Upon research and recommendations, Huerfano County would like to accept the proposal provided by Business Machines, Inc.

Huerfano County would like, two of the IX-3 postage machines for a lease term of 36 months for a rate of \$80.67 each. This is shown on the proposal as a monthly billed amount but is billed quarterly. The price includes the equipment, meter rental, maintenance and delivery/ training. Delivery is usually 2 weeks after the order has been placed.

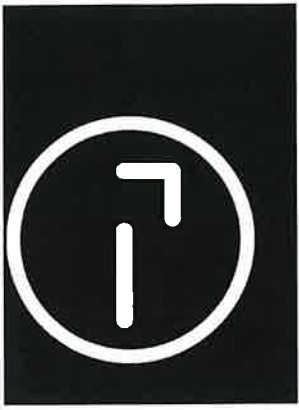
Let me know if you have any further questions.

Thank you,

Erica  
County Clerk

Anthony  
IT





# BUSINESS CASE

## Customer Communication Solution

Prepared for: Huerfano County

Proposal date: 02/07/2025

Valid until: 02/27/2025

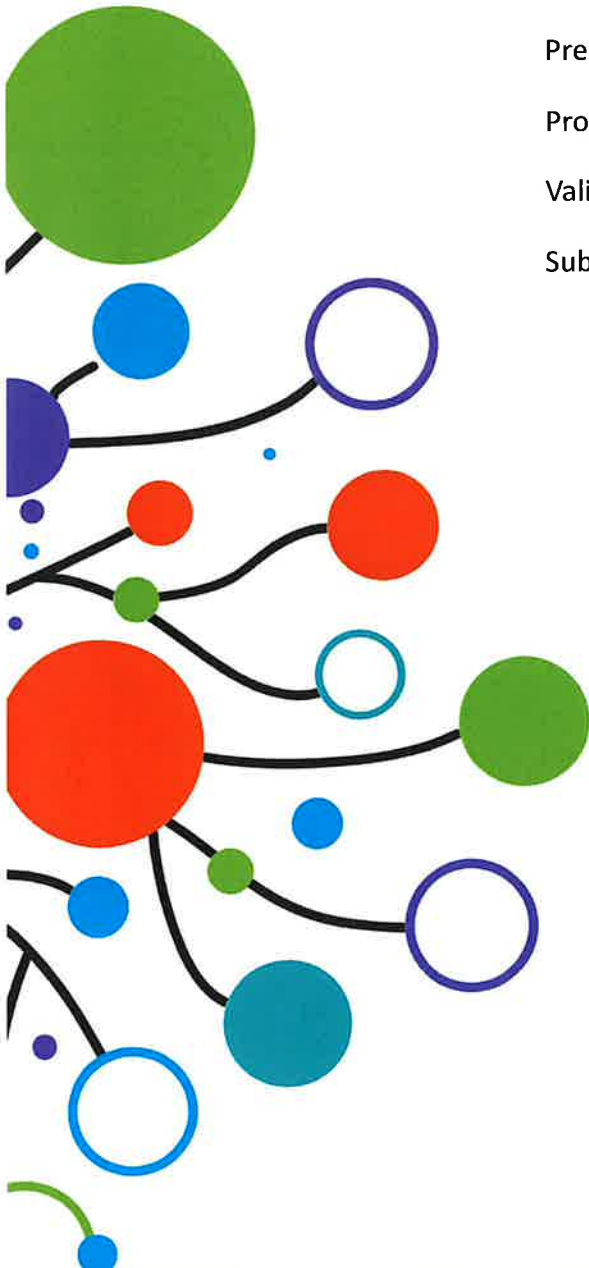
Submitted by: David Friedman

(719) 528-7070

davidf@bmi-net.com

Business Machines, Inc.

Ms. Erica Vigil



Because connections matter.

quadi<sup>ent</sup>

---

02/07/2025

Ms. Erica Vigil  
Huerfano County  
401 Main St.  
Walsenburg, CO 81089

Dear Erica,

Thanks you for contacting Business Machines, Inc. for your mailroom needs. We have over 500 customers in southern Colorado including one (Spanish Peaks Reginal Health Center) down the road from you. You currently have 2 Pitney Bowes Mail Systems, one an automatic feeding and the other a hand feeding. You are looking to replace both but downsizing the auto feeding one to a hand fed model.

Quadi<sup>ent</sup> had a hand fed model called the iX-3. It will seal each envelope when it is fed through the machine. It can feed almost 50 letters per minute and is ideal for monthly volumes of under 500 envelopes. As a government entity you are eligible for pricing under the NASPO Contract. You have requested 3, 4 and 5 year lease pricing which includes Meter Rental and Maintenance.

We perform semi-annual Preventive Maintenance visits each year. We clean the machine and check for wear-n-tear to assure maximum uptime. Our office stocks all the supplies (ink and meter tape) which can be ordered with a quick phone call. My office has a full-time receptionist to answer all calls to respond to all your needs.

We're ready to get started as soon as you are. Upon receipt of your approval, we will coordinate implementation on your preferred timetable. We look forward to partnering with your company.

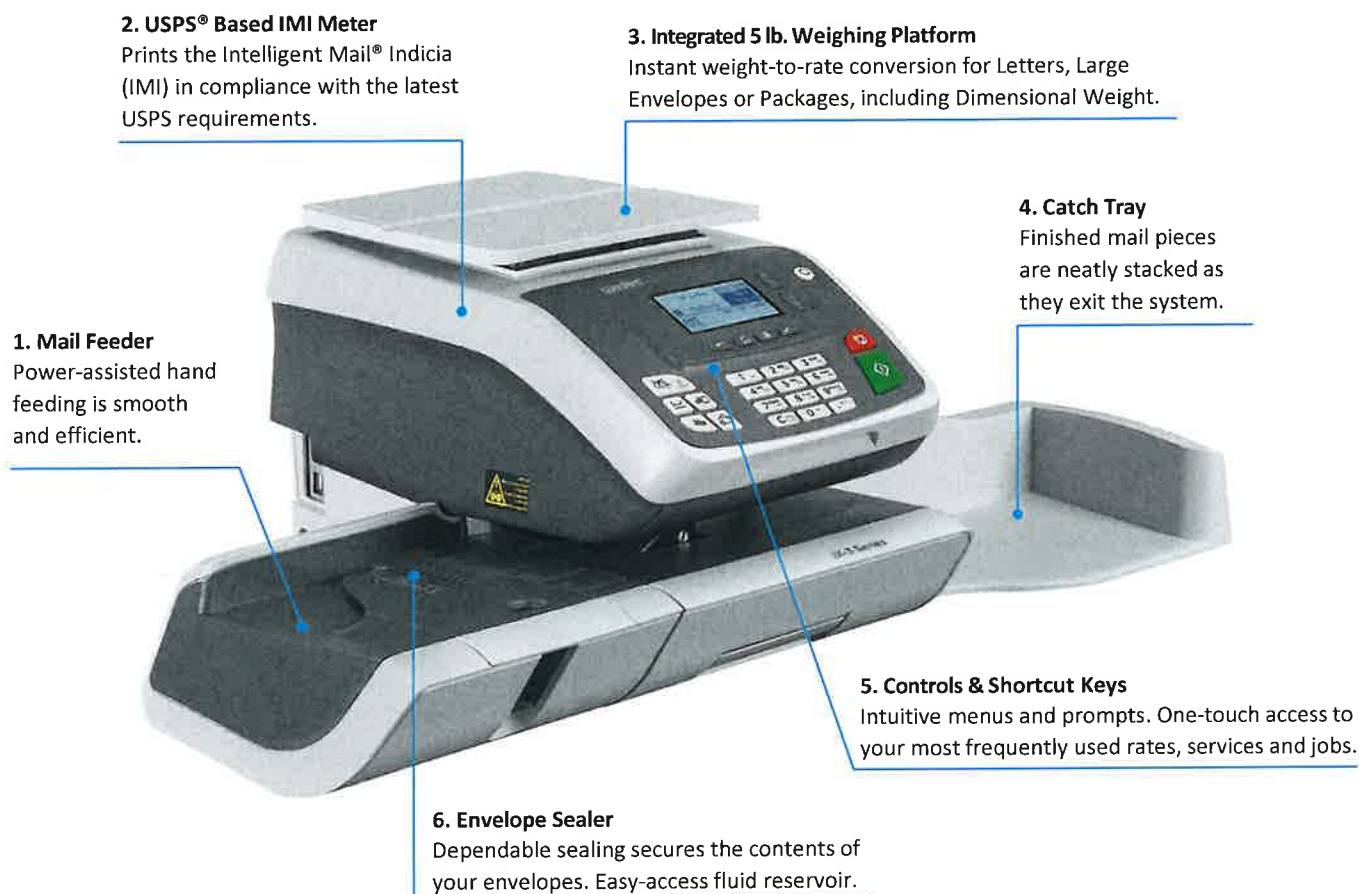
Sincerely,  
David Friedman

(719) 528-7070  
Business Machines, Inc.





## Product Overview



### Key Specifications

**Processing speed:** Up to 45 lpm

**Postage labels:** Self-adhesive, feed-to-print 2-sided sheet

**Weighing platform:** 5 lb. standard, 10, 30 or 70 lb. optional

**Security:** 4-digit operator PIN codes

**Envelope thickness:** Up to 3/8"

**Job presets (imprint memories):** Up to 9

**Accounts/departments:** 50 standard, up to 300 optional

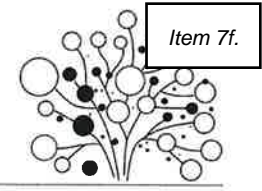
**Envelope printing:** Graphics (10), Text messages (10)

**Online expense reporting (Neostats Basic):** Standard

**Ink supply:** Quick-change cartridge, up to 5,400 imprints

**Connectivity:** LAN standard, Wireless LAN optional

**Neoship online shipping software:** Available



# Financial Considerations

## Product Summary

iX-3 Mail System with a 5-pound Weigh Platform

## Cost Summary

Valid Until: 02/27/2025

01	60-Month Term Monthly Amount	\$70.76
02	48-Month Term Monthly Amount	\$ 74.37
03	36-Month Term Monthly Amount	\$ 80.47

## Notes

The above pricing is based on the current NASPO Contract. Although shown as a monthly amount, billing will occur quarterly. The price includes the equipment, meter rental, maintenance and delivery/training. Delivery is usually 2 weeks after the order is placed.



(719) 528-7070



davidf@bmi-net.com



mail.quadient.com





Quadi<sup>ent</sup> Leasing, the financial services arm of Quadi<sup>ent</sup>, Inc., is a multi-million-dollar leasing company that provides single-source, customized and customer-friendly leasing programs.

Because leasing leverages technology while providing simplified financing and cash flow forecasting, most customers choose to lease their Quadi<sup>ent</sup> product solutions. Other unique benefits of leasing with Quadi<sup>ent</sup> Leasing include:

**No Need to Compromise.** Leasing offers you the technology and associated productivity you require while meeting cash flow needs. Lease term lengths typically correspond to the useful life of hardware, so you're paying for the equipment as you use it rather than all at once.

**Conserve Working Capital and Credit.** By leasing with Quadi<sup>ent</sup> Leasing, your organization can retain available lines of credit at other lending institutions and preserve valuable working capital to grow and manage your business.

**Leasing Is 100% Financing.** Unlike a bank loan, there is no down payment required to lease with Quadi<sup>ent</sup> Leasing. Soft costs such as meter rental, maintenance agreements and software subscriptions can also be included in your lease payment and fixed for the entire term.

**Overcome Budget Limitations.** In situations where active budgets would ordinarily delay or prevent new equipment acquisitions, Quadi<sup>ent</sup> Leasing can customize your lease agreement to accommodate both current and future budgetary requirements.

**Flexibility.** As a Quadi<sup>ent</sup> customer, we provide your organization with maximum flexibility to upgrade or add equipment at any time in order to satisfy changes in your business requirements.

**Keep Pace with Technology.** Technology advances so rapidly that equipment can become obsolete within a few years. Leasing allows you to regularly upgrade systems to a state-of-the-art level, eliminating the inefficiencies associated with owning outdated equipment.



## Discover [myquadiant](#), your customer portal, accessible anytime from anywhere to manage your Quadiant account

- Order supplies
- Request support
- View real-time postage balances
- View and export postage spending activity
- View, print and pay all of your Quadiant invoices
- View product operating guides and videos
- Track Certified Mail™\*
- View and export postage spending by department and postal class\*
- Upload custom images that can be printed onto mail pieces by your postage meter

\*Optional services

For more information about Quadiant solutions, visit [mail.quadiant.com](http://mail.quadiant.com)



At Quadi<sup>ent</sup>, we have a keen understanding of what our customers want. It's how we've achieved the highest customer satisfaction index in the industry. Through our client-focused engagement process, customers are carefully matched with the right solutions for their business that are intuitive, dependable, and supported by people who care. End-to-end, we consistently deliver the kind of experiences that customers would expect from a company who's easy to do business with.

### Technical Support & Service

Professional & knowledgeable staff who resolve problems quickly

#### Products

Reliable & user-friendly solutions



#### Billing

Accurate & easy-to-understand invoices



#### Implementation

Timely delivery & effective training



#### Customer Service

Accessible, responsive & helpful employees



#### Sales Process

Consultative & focused on your exact needs



#### Customer Portal

Simple & informative online account management



Percentage of surveyed customers who chose good or excellent (updated quarterly)

96.7

Customer Service

98.5

Service Technicians

94.9

Project Implementation

97.3

Overall Satisfaction



Our policies and practices aim to protect, conserve, and sustain natural resources in harmony with our people, our customers and the communities where we operate.

**Sustainable design & development.** Our products are designed to minimize environmental impact. We give careful consideration to energy efficiency, use of hazardous substances, longevity, recyclability, and the upgradability of our products. The high level of reliability and sustainability of the parts and components we employ enables us to promote the repair, re-use and eventual recycling of materials rather than disposal. To that end, we have incorporated strict eco-design rules into our design and development processes.

**Responsible procurement.** We demand that our tier 1 and tier 2 suppliers be ISO 14001 certified and take measures to improve their environmental performance. These requirements are communicated through our Suppliers' Code of Conduct and verification of conformance is performed on a regular basis through spot checks, questionnaires, supplier visits, reporting and on-site audits.

**Responsible manufacturing.** We are committed to manufacturing and assembling our products to the highest industry standards, respecting responsible environmental practices. We continuously look for ways to improve energy efficiency, lower our greenhouse gas emissions, and minimize water consumption and landfill waste. As a responsible producer of hardware products, we commit to our customers that every product shipped will contain the maximum possible percentage of re-used components with no diminished performance.

**Recognized and certified.** Each year, Quadiant is assessed by several sustainability rating agencies. Since 2009, we have been recognized by the Carbon Disclosure Project for efforts made on Climate Change management. For the second consecutive year, Quadiant has been Gold certified by EcoVadis, placing our company in the Top 1% of evaluated firms.



Real People. Real Solutions.

Item 7g.  
5670 Greenwood Plaza  
Suite W505  
Greenwood Village, CO 80111  
Phone: (720) 793-3717  
Bolton-Menk.com

February 28, 2025

Carl Young  
Huerfano County Administrator  
401 Main Street, Suite 302  
Walsenburg, CO 81089

RE: Proposal for Professional Airport Development Services: Comprehensive Market Study, Lease Rate Analysis and Development Assistance Options

Dear Mr. Young,

Bolton & Menk, Inc., is pleased to present this proposal for professional Strategic Airport Development Services for the creation of a Comprehensive Market Study, Lease Rate Analysis and Development Assistance Options for Spanish Peaks Airfield. This proposal will define our scope of work and provide you with an estimate of the cost of these services.

Project Information:

Spanish Peaks Airfield, a public-use airport owned and operated by Huerfano County, Colorado, is seeking professional consulting services to aid in completing a Comprehensive Market Study, Lease Rate Analysis as well as Development Assistance Options. Bolton & Menk will provide professional services related to these activities as described herein.

1. A comprehensive Market Study and Lease Rate Analysis will allow the County staff to understand market trends and rates for hangars and enable them to make revenue decisions based on the following items.
  - A. Knowledge of the market rate for airport owned hangars and individually owned hangars will allow the airport **to make lease rates fair and market based**, increasing airport and county revenue.
  - B. Having market rates for ground leases will allow the county **to develop strategies for the development of both corporate and private hangars** and determine if the county should seek funding to construct a county-owned hangar.
  - C. Knowledge of the fuel flowage market rate will allow the airport **to set the fuel flowage rate with a goal of increasing revenue** to the airport and county.
  - D. **Aid in business development** near the airport as businesses look for aviation assets to assist in their business growth.

2. Development Assistance Options will allow County staff to choose the level of service to be provided by Bolton & Menk helping with development and construction at Spanish Peaks Airfield. Development Assistance Options will allow the County staff to make a decision based on the following items:

- A. Providing multiple options will allow County leadership to choose what is most effective for the County and ensure the development of hangars is completed.
- B. These options can be tailored to fit the County's objectives and ability to complete the construction of new hangars at Spanish Peaks Airfield.
- C. By working with the County Staff and determining their requirements, Bolton & Menk can do as much or as little management and oversight as the County is comfortable with.
- D. Having multiple options will ensure the best chance for the airport to get hangars developed in a timely manner which will increase recurring, long-term revenue for the airport.

### Objectives

1. Bolton & Menk will conduct a Market Study and Lease Rate Analysis. This will consist of researching comparable airport lease rates in the local and state markets, complete a comprehensive lease rate analysis of current rates at Spanish Peaks Airfield, and provide recommendations for ground lease, hangar lease, and fuel flowage rates to increase airport revenue and position the airport to be able to entice future hangar development in both the Corporate and General Aviation hangar markets.

2. Bolton & Menk will also provide several options to assist the County with the development of Hangars at Spanish Peaks Airfield. These options will range from providing developer contacts and assisting the County in creating a project scope to a full service option where Bolton & Menk will make introductions, negotiate leases and provide project oversight through the design phase.

### Scope of Services:

#### 1. A comprehensive Market Study and Lease Rate Analysis

Review of the existing lease documents and rates and recommend new lease rates

Bolton & Menk will review, assess, and evaluate the existing ground lease rates and hangar rates to ensure they are current, viable, and in the range of current market rates in the area. Bolton & Menk will then recommend ground and hangar lease rates and annual increase percentages for all lease types. Bolton & Menk will also provide a recommended lease template for use with future leases.

### Meetings:

The following meetings will be held as indicated below:

- One virtual meeting will be held with the County Administrator to go over current leases to understand the airport vision regarding leases.
- One in person meeting will be held with County staff to go over the initial findings of the market study and lease review.
- Upon the request of County staff, Bolton & Menk will attend a Board of County Commissioners meeting in person to discuss the final lease rates and recommended lease template.

## 2. Development Assistance Options

Bolton & Menk will provide several development assistance recommendations and options to assist in hangar development at Spanish Peaks Airfield

**Option 1. INTRODUCTION TO DEVELOPERS AND PROJECT SCOPE.** Bolton & Menk will introduce Huerfano County to several established Hangar Developers and will create a hangar development scope based on Market demands for hangars at Spanish Peaks. The County will use this scope to request proposals from developers and will manage and complete the overall development. NO ADDITIONAL MEETINGS

**Option 2. LEASE NEGOTIATIONS.** Bolton & Menk will provide a Lease Template ensuring a fair market-based lease rate that includes annual lease escalators and will conduct thorough and complete lease negotiations with interested Hangar Developers.

### Meetings:

The following meetings will be held as indicated below:

- One virtual meeting with County Administrator to discuss lease terms, options and recommendations
- Up to three virtual meetings with the County Administrator and County Staff for lease negotiations updates
- One in person meeting on airport property with developer and up to 4 virtual meetings to complete lease negotiations

**Option 3. OVERSIGHT OF PROJECT DEVELOPMENT.** Utilizing the signed lease with the developer, Bolton & Menk will assist the County understanding proposed Infrastructure needs including utilities, air-side access and land side parking and ensuring the developer completes appropriate Geotechnical investigations and Topographic and Boundary Surveys. Bolton & Menk will also review developers site design for conformance with the Airport Layout Plan (ALP) and FAA regulations and review FAA part 7460-1 completed by developer prior to developer submittal to the FAA. Note, Option 3 does not include Construction Oversight. This can be added as an additional service.

### Meetings:

The following meetings will be held as indicated below:

- One in person meeting with the County Administrator to discuss development process and oversight items and infrastructure needs.
- One in person meeting with Developer on airport property to discuss infrastructure, process and expectations and timeline.
- Up to 6 virtual meetings to coordinate overall development
- One Virtual meeting with FAA Staff on Project

**Option 4. FULL SERVICE:** Includes all services in Options 1, 2, and 3.

Assumptions:

Huerfano County will provide Bolton & Menk with the following.

1. A copy of any existing leases, including private hangars, public hangars, and any other lease agreements for review of information.
2. A copy of any Airport Maintenance agreements for review.
3. Any requested documents not listed above that are pertinent to developing lease rates or templates.

Fees:

1. Comprehensive Market Study and Lease Rate Analysis	\$13,000.00 (Lump Sum)
2 Development Assistant Options	
Option 1 Introduction to Developers and Project Scope	\$4,500.00 (Lump Sum)
Option 2 Lease Negotiations	\$9,000.00 (Lump Sum)
Option 3 Oversight of Project Development	\$24,500.00 (Lump Sum)
Option 4 Full Service	\$38,000.00 (Lump Sum)

Bolton & Menk, Inc. puts a high priority on ensuring that our company’s efforts are consistent with our clients’ needs. Please review this document, the fee schedule and the attached terms and conditions. Contact me at (720) 793-3717 or [Paul.Anslow@bolton-menk.com](mailto:Paul.Anslow@bolton-menk.com) if you have any questions. If you find this proposal acceptable, please email me a signed and dated copy of this document.

Sincerely,  
 BOLTON & MENK, INC.

Paul Anslow  
 Aviation Business Development Director

cc: Ron Roetzel, P.E., Aviation Group Manager

\*\*\*\*\*

I hereby accept the terms defined in this proposal letter and on the attached pages.

Task 1 \_\_\_\_\_

Task 2: (Select all that apply)

Option 1 \_\_\_\_\_ Option 2 \_\_\_\_\_ Option 3 \_\_\_\_\_ Option 4 \_\_\_\_\_

\_\_\_\_\_  
 Signature Date

# 2025 SCHEDULE OF FEES

The following fee schedule is based upon competent, responsible professional services and is the minimum, below which adequate professional standards cannot be maintained. It is, therefore, to the advantage of both the professional and the client that fees be commensurate with the service rendered. Charges are based on hours spent at hourly rates in effect for the individuals performing the work. The hourly rates for principals and members of the staff vary according to skill and experience. The current specific billing rate for any individual can be provided upon request.

The fee schedule shall apply for the period through December 31, 2025. These rates may be adjusted annually thereafter to account for changed labor costs, inflation, or changed overhead conditions.

These rates include labor, general business, and other normal and customary expenses associated with operating a professional business. For projects with typical expenses and unless otherwise agreed, the above rates include vehicle and personal expenses, mileage, telephone, survey stakes, and routine expendable supplies; no separate charges will be made for these activities and materials. Expenses beyond typical project expenses, non-routine expenses, and expenses beyond the agreed scope of services, such as out of town travel expenses, long travel distances, large quantities of prints, extra report copies, outsourced graphics and photographic reproductions, document recording fees, outside professional and technical assistance, and other items of this general nature will be invoiced separately. Rates and charges do not include sales tax, if applicable.

Employee Classification	2025 Hourly Billing
Senior Project Manager	\$165-264
Project Manager	\$136-236
Senior Project Engineer	\$146-263
Project Engineer	\$139-201
Design Engineer	\$115-171
Graduate Engineer	\$116-156
Architect	\$150-270
Senior Planner	\$145-213
Planner	\$117-146
Senior Landscape Architect	\$152-199
Landscape Architect	\$142-161
Landscape Designer	\$85-134
Licensed Project Surveyor	\$171-189
Graduate Surveyor	\$116-191
Survey Technician	\$85-189
Senior Technician	\$125-206
Technician	\$72-176
Specialist <sup>1</sup>	\$90-226
Practice Expert <sup>**</sup>	\$173-363
Senior Principal	\$209-320
Principal	\$162-286
Administrative/Corporate Specialists	\$66-176
GPS/Robotic Survey Equipment	NO CHARGE
CAD/Computer Usage	NO CHARGE
Routine Office Supplies	NO CHARGE
Routine Photo Copying/Reproduction	NO CHARGE
Field Supplies/Survey Stakes & Equipment	NO CHARGE
Mileage	NO CHARGE

<sup>1</sup> No separate charges will be made for GPS or robotic total stations on Bolton & Menk, Inc. survey assignments; the cost of this equipment is included in the rates for survey technicians.

<sup>\*</sup>Specialized role not classified above otherwise, incl. graphic design, project communication, funding support, etc.

<sup>\*\*</sup>Highly specialized and industry expertise unique to the market or area of discipline.

Bolton & Menk (BMI) shall perform the services outlined in this agreement for the stated fee arrangement.

**Billings and Payments:** Invoices for BMI's services shall be submitted, at BMI's option, either upon completion of such services or on a monthly basis. Unless credit to Client is approved, payment is due upon receipt of services and prior to release of deliverables. If, at sole discretion of BMI, credit is advanced to Client, invoices shall be due and payable within 30 days after the invoice date. If the invoice is not paid within 30 days, BMI may, without waiving any claim or right against the Client, and without liability whatsoever to the Client, terminate the performance of its services. BMI reserves the right to withhold any deliverables until all unpaid fees are paid in full. Amount of retainer (if applicable) will be applied to amount owed on final invoice. To pay by credit card, please contact us for project number and/or invoice number and enter into our credit card link at: <https://www.e-billexpress.com/ebpp/BoltonMenk/>

**Late Payments:** Accounts unpaid 30 days after the invoice date will be subject to a monthly service charge of 1.5% on the unpaid balance. If any portion or all of an account remains unpaid 60 days after billing, the Client shall pay all costs of collection, including reasonable attorney fees.

**Access to Site:** Unless otherwise stated, Client agrees to provide BMI with access to the site, including adjoining properties, for activities necessary for the performance of services. It is understood that in the normal course of work, unavoidable property damage may occur due to excavations, tree and brush trimming, marking lines, etc. BMI will take reasonable precautions to minimize damage due to its activities. The cost to correct resulting damage has not been included in the fee and the Client agrees to reimburse BMI for any costs associated with required restoration work.

**Information from Client:** Except as otherwise noted, Client agrees to provide BMI with all site information necessary to complete its services. This information should include current site property descriptions (from abstract, title opinion or title commitment); other legal documents affecting the site; copies of previous surveys, maps, engineering studies and plans; existing or required geotechnical reports; governmental, regulatory and utility reviews and determinations; and all other pertinent information. Client shall promptly inform BMI of any alleged defects in services provided on the project.

**Ownership of Documents:** All documents or electronic media prepared or furnished by BMI under this agreement shall remain the property of BMI. The Client may make and retain copies for its use in connection with this project. However, such documents may not be reused by the Client for any other project or use by others without the written consent of BMI.

**Standard of Care:** Professional services provided under this Agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of BMI's profession currently practicing under similar conditions. **BMI makes no warranties, expressed or implied, or otherwise with respect to any services performed or furnished.**

**Project Approvals:** Due to site limitations, code interpretations, regulatory reviews, political considerations and Client directed design and improvements; BMI makes no representations as to acceptability or approvability of the project, or, zoning requests, permit applications, site and development plans, plats and similar documents. Payment of fees to BMI is not contingent upon project approval.

**Certifications:** Any certification provided by BMI is a professional opinion based upon knowledge, information and beliefs available to BMI at the time. Such certifications are not intended and shall not be construed as a guarantee or warranty. BMI shall not be required to certify the existence of conditions whose existence BMI cannot ascertain.

**Waiver:** To the fullest extent permitted by law, Client and BMI waive against each other, and the other's employees, partners, officers, agents, insurers and subcontractors, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Agreement, from any cause or causes.

**LIMITATION OF LIABILITY:** In recognition of the relative risks, rewards and benefits of the project to both the Client and BMI, the risks have been allocated such that the Client agrees that BMI's total liability to the Client for any and all injuries, claims, losses, expenses, damages or claimed expenses arising out of the performance of this agreement from any cause or causes, shall not exceed \$15,000 or the total compensation paid to BMI, whichever is less. Such claims include, but are not limited to, BMI's negligence, errors, omissions, strict liability, breach of contract, or breach of warranty.

**LIEN RIGHTS - CO:** Pursuant to the representations by the Client in this Agreement and improvements to be made to the project property, BMI reserves the right to file a lien against the project property in the event of delinquent or non-payment of monies owed to BMI by the Client. To the extent permitted by Colorado Law for the improvements to be made to the project property, Client and PROPERTY OWNER are advised that BMI reserves the right to file a lien against the project property in the event of delinquent or non-payment of monies owed to BMI by the Client.

**Termination of Services:** This agreement may be terminated by the Client or BMI should the other fail to perform its obligations hereunder. In the event of termination, the Client shall pay BMI for all services rendered to the date of termination, all reimbursable expenses, and reimbursable termination expenses.

**Dispute Resolution:** Any claims or disputes made during or after the performance of services between BMI and the Client, with the exception of claims by BMI for non-payment of services rendered, shall first be submitted to mediation for resolution prior to initiating any other legal proceedings.





# TECHNICAL UPDATE

Volume 29 Number 8 | February 25, 2025

## MEDIA STRATEGIES FOR COUNTIES

As county employees and officials, you may interact with the media more frequently than ever. Whether it's local newspapers, television networks, social media influencers, or digital news platforms, journalists rely on information from public officials as authoritative sources. In today's fast-paced media landscape, where news spreads instantly, it is crucial to have a consistent and well-prepared approach when engaging with the media.

### BEST PRACTICES FOR MEDIA INTERACTION

Below are key strategies adapted for 2025 to help government officials navigate media engagement effectively:

#### Be Prepared.

Before speaking with the media, identify the reporter's objectives and gather key facts, figures, and messaging points. With the rise of live-streamed interviews and real-time social media reporting, preparation is more critical than ever. If you need time to verify information, use a holding statement such as: *"I want to ensure I provide accurate information. Let me gather the facts and follow up with you within the hour."* Always follow through within the promised timeframe.

#### Be Concise.

Journalists seek clear and impactful quotes. Keep statements brief, relevant, and easy to understand. Avoid technical jargon, acronyms, or bureaucratic language. Social media clips and digital news bites now often distill interviews into 5–10 second soundbites, so ensure your message is clear and to the point.

#### Be Accurate.

With misinformation and fact-checking at an all-time high, accuracy is paramount. Double-check all statistics and details before sharing them publicly. If unsure, do not speculate. Instead, offer to follow up with verified information before the reporter's deadline.

#### Be Cautious with Social Media.

In 2025, social media can be both an asset and a risk. Assume that anything you say—even in casual or private conversations—can be shared publicly. Do not engage in online debates with reporters or the public. Stick to official county channels for responses and avoid making statements that could be misinterpreted.

#### Understand What's 'On the Record.'

Assume all conversations with journalists are public, even if they state otherwise. Avoid saying anything you wouldn't want to see in print or on television. Going "off the record" is risky and not always honored in today's fast-paced media environment.

#### Crisis Communication Matters.

If a crisis arises, counties should have a designated spokesperson to ensure a clear, unified message. Misinformation spreads rapidly, and conflicting messages can damage credibility. Ensure that responses remain factual, empathetic, and solution-oriented. Regularly update the public as new information becomes available.

#### Know Your Audience.

Media outlets vary widely in their audience and tone. Tailor your message accordingly, whether addressing a national news network, a local radio station, or a community-focused podcast. Understanding the platform will help frame your message to resonate with the intended audience.



### WHAT THIS MEANS FOR COUNTIES

A positive relationship with the media can help counties share important information with the public. However, it is vital to manage communications carefully, particularly in sensitive or crisis situations that could expose the county to liability. To maintain consistency:

- Limit the number of people authorized to speak on behalf of your county.
- Ensure all spokespersons are trained in media relations.
- Verify facts before issuing statements.
- Develop a crisis communication plan to ensure smooth messaging in emergencies.

For further guidance on media engagement or training resources, please contact CTSI at 303-861-0507.



---

## Fwd: Cuchara Mountain Park

---

**Jim Chamberlain** <jchamberlain@huerfano.us>  
To: Carl Young <cyoung@huerfano.us>

Tue, Feb 25, 2025 at 9:58 AM

----- Forwarded message -----

From: **Sean Nossaman** <seannossaman@gmail.com>  
Date: Tue, Feb 25, 2025 at 8:38 AM  
Subject: Cuchara Mountain Park  
To: <jim@huerfano.us>, [karl@huerfano.us](mailto:karl@huerfano.us) <[karl@huerfano.us](mailto:karl@huerfano.us)>, [mitch@huerfano.us](mailto:mitch@huerfano.us) <[mitch@huerfano.us](mailto:mitch@huerfano.us)>

Dear Commissioners,

I understand there have been ongoing conversations about leasing the Cuchara Mountain Park to a private company. As a property owner in the immediate area, I am strongly against this. The park is what drew my family to the area.

We spend a lot of time hiking, running, sledding, skiing, and snowshoeing in the park as a family. Adding tiny homes to the park would change the park and ruin it in my opinion. I would also argue that there is not a need for additional rentals in the area as a quick search on Airbnb or VRBO reveals a gluttony of available rentals nearby.

Thank you for your time and I hope you will take my concerns into consideration.

Sean Nossaman  
[169 Valley Vista Rd #C3](#)  
PO Box 565  
La Veta CO 81055

--

Jim Chamberlain  
Huerfano County Commissioner  
District 2  
401 Main St. Suite 201  
Walsenburg, Co. 81089  
(719) 738-3000



---

## Fwd: Agree with Cuchara Foundation

---

**Jim Chamberlain** <jchamberlain@huerfano.us>  
To: Carl Young <cyoung@huerfano.us>

Tue, Feb 25, 2025 at 11:23 AM

----- Forwarded message -----

From: **lynette jensen** <lynette.jensen@me.com>  
Date: Tue, Feb 25, 2025 at 10:02 AM  
Subject: Agree with Cuchara Foundation  
To: <jim@huerfano.us>

I am opposed to the Buckhorn proposal before Commissioners this morning.  
I stand strongly with the Cuchara Foundation to oppose this proposal!  
I live at 665 Ponderosa in Spanish Peaks in Cuchara. I live and vote here year round.

All the best!

Lynette Jensen  
817-253-1866

--  
Jim Chamberlain  
Huerfano County Commissioner  
District 2  
401 Main St. Suite 201  
Walsenburg, Co. 81089  
(719) 738-3000

**Fwd: Follow up to the BOCC meeting 2/25/25**

1 message

**Jim Chamberlain** <jchamberlain@huerfano.us>  
To: Carl Young <cyoung@huerfano.us>

Tue, Feb 25, 2025 at 12:06 PM

----- Forwarded message -----

From: **Lois Adams** <loisadams@mac.com>  
Date: Tue, Feb 25, 2025 at 12:03 PM  
Subject: Follow up to the BOCC meeting 2/25/25  
To: <jim@huerfano.us>, <karl@huerfano.us>, <mitch@huerfano.us>

2-25-25

To: Huerfano Board of County Commissioners  
From: Lois Adams  
Re: Cuchara Mountain Park Concessionaire Application

I am writing as a follow up to a letter I sent you on 2/-24-25 regarding the future of the CMP. I attended the BOCC meeting today via internet and listened with interest to the comments being made about the Park. Clearly there are strong differences of opinion and I urge you to move forward slowly and with opportunity for continued community discussion and input.

One observation. Several business people spoke in favor of "restoring the Park" to what it was in the past. However, the Park is NOT what was in the past! 1. There are NO operable lifts. 2. The Forest Service has taken away approval to run lifts on their land and renewing that permission is arduous, takes time and may not even be possible. 3. importantly, the Park is now approximately only 48 acres, not the sprawling property of past. Private owners own a patchwork of properties surrounding the Park making expansive incredibly expensive or more likely impossible. 4. We do not currently have a big bucks entrepreneur poised to sink a fortune into our small park. Even at its best the ski area was hardly a big money maker - ask any of the people who lost their money in it over the years. When it di operate it was subsidized by big business people and even then, believe it was closed more time than it was operating. I remember especially the tent concerts held when Lau owned the place. They were lovely, but seldom sold out, and I doubt they paid for themselves. I know Lau finally gave up not the project and closed down. Given the Park's current status, trying to "restore it to its past glory" would take millions of dollars with small if any return. Will a new for-profitoperator be a big buck benefactor to accomplish this? 6. Several comments were made about the necessity to "grow," but no mention made of to where or at what cost to the environment, the culture and the infrastructure. We are a land-limited valley and in our situation growth is not easily possible nor often positive. All things considered, sometimes having something small but special is worth preserving, just ask many of the mountain towns who have outgrown their charm and affordability.

As I reflect on the comments today, I do have to wonder if those who want the past back are keeping in mind that we don't have the same place or conditions as in the brief, sporadic glory days of the 80's and 90's?

There is no reason why appropriately sized concerts and activities cannot take place on the Park as it exists today and further, no reason why a non-profit given a good strong lease couldn't provide that. I heartily disagree that putting this public park in private profit-driven hands is good for the people of Huerfano.

You have a difficult decision to make, esteemed Commissioners. May wisdom and grace guide you. Thank you for your service.

--  
Jim Chamberlain  
Huerfano County Commissioner  
District 2  
401 Main St. Suite 201  
Walsenburg, Co. 81089  
(719) 738-3000

2-24-25

To: Huerfano Board of County Commissioners  
 From: Lois Adams  
 Re: Cuchara Mountain Park Concessionaire Application

As someone who has been closely involved with the Cuchara Mountain Park from before it even existed, I would like to share these thoughts about using a for-profit concessionaire to run the CMP and for offering a long-term contract for such.

- The Cuchara Mountain Park is one of Huerfano County's gems, something to be treasured, deserving of our respect, and needing to be polished continually.
- Believe me. I understand from firsthand experience the costs and efforts required to maintain and improve it.
- I appreciate the limited resources in Huerfano County and understand your desire to seek a concessionaire to run the Park
- It appears the application from Buckhorn Ridge Outfitters (BRO) will offer an impressive array of amenities and resources to the county.
- Along with many advantages, contracting with a for-profit concessionaire with ambitious plans for our small county park (it's a mere 50 acres, after all) will bring significant changes that impact the very special nature of the Cuchara community, all those who have contributed to, and all who use and live near the Park.
- I respect your dedication as commissioners, and I trust that you will enter concessionaire negotiations wisely and for the benefit of residents of the county including those in the Cuchara who are not full-time residents and are thus unaware of this proposal.

It appears on reading the ideas presented by this company that there are benefits to the county with promise of great things to come, but it also brings a significant change to the Park with ramifications for residents and visitors, the environment, and county resources. With the desire to lessen unintended negative effects, I offer these thoughts.

**1. Realize and mitigate the significant change the BRO proposal would bring to the Park.**

**Facts:**

- i. As it moves from a public entity with input and financial assistance from the community to a for-profit business run by a private company and its investors, what was once free and open could well become fenced, regulated, and require fees for use of many of its amenities.
- ii. The Park was made possible through contributions from the community with the intent of providing a PUBLIC Park to be used and enjoyed by all for free. Those who contributed time and money to the Park did not anticipate that a private company would run the park for profit.

- iii. The economic situation of our county residents and surrounding neighbors, many of whom have enjoyed activities at the Park for free, could likely limit their ability to use the new facility.

**2. It is important to honor Cuchara and the Park's unique history/culture and ensure that it continues to be a community-centered public park.**

**Facts**

- i. The community raised the money to purchase and improve the Park: \$250,000+ to get it up and going. Donations were made with the understanding that the park would benefit the Huerfano County and Cuchara in particular.
- ii. The Panadero Ski Corporation is a local non-profit with community trust that has worked long and hard to create activities for all to use. They should not be overlooked and overstepped in future county plans. To do so would be a slap in the face to all in the community.
- iii. Jerry and JoVonne Fitzgerald lowered their price for the land significantly so that the county could acquire it as a public park.
- iv. Several grants that benefited the Park have been written by community members specifically in good faith for its continuance as a nonprofit run entity. (GOCO, Bar-NI - 2 grants, IMBA, Huerfano Parks and Rec. to name a few of the early ones.)
- v. The county has two other free county parks and the CMP is in reality a third one and should be treated as such. The Day Lodge should be considered a third community center and has offered free access for community events and meetings. Having this facility provides equal access to community meetings that is offered to citizens in Walsenburg and Gardner through the other two county centers. There must be a public county community center in all three districts to provide equity to the tax payers.
- vi. The community is highly invested in the Park, as demonstrated by their ongoing use, interest in, and support of it. There is a sense of ownership and pride. A new management arrangement will lead to a switch of "we can do this for our Park" to one of "they'll do what they want to with it so why should we be involved" that could result in loss of the area's sense of involvement, commitment, and community pride. And thus, switching to a for-profit organization would ultimately hurt the community and the whole county more than help it.

**3. Keep in mind the size of the Park and the ambitiousness of the Plan**

**Facts**

The Park is small: 48 acres, in total. Eight of those acres are a long narrow hiking/biking trail and 9-basket disc golf area. There is no room for other activities on that stretch. That leaves 40 acres for the other activities land for tiny homes.

Winter activities would most likely include

- Access to Cross country skiing - would there be a charge?

- Chair lift for down-hill skiing – for pay who pays to get it up and to keep it running? **The second park plan paid for by Huerfano county pointed out that the only way for the Park to succeed would be if it were run as a non-profit as trying to offer downhill skiing is just too expensive to turn a profit.**
- Multiple small home homes – pay to use but how are they financed to build?
- Snowshoeing and sledding – might require paying but have been the most popular free activities in the past.
- The plan’s estimation for visitors to use a nonexistent lift is quite optimistic and one must wonder what happens if that doesn’t materialize. Who pays to get it built, approved, maintained and operating? Just ask Panadero Ski Corp how expensive and prohibitive all those costs are.
- Summer activities that bring money also bring crowds, traffic and pollution at a time when the area is already maxed out. During summer months there is no need nor room for more tourists: housing is full, restaurants over-crowded, parking non-existent now, let alone for an increase in numbers projected.

### Conclusion

The environment in small Cuchara and at the equally small Park obviously will be affected by the additional amenities and by increase in people coming to the area that are proposed by the for profit BRO. They must have increases in these areas to make a profit – but is it possible? And at what cost to the treasure that is now Cuchara and the CMP? With this in mind, it would be helpful and a proactive measure for all concerned, to require BRO to submit a specific plan to be approved and monitored by the county and a county citizen committee showing how they will cover the costs and impacts associated with their proposed increases in visitors , amenities and use. Possible inclusions in a written agreement:

1. specific details about the plan to add to and improve at the park: what each addition will cost, where things will be placed, and how they will pay for each improvement (including the proposed zip line.)
2. their estimate of water needed and where it will come from,
3. the maximum number of visitors they will allow at the Park, and specific procedures to control the number of visitors, if needed.

It would be informative to have persons with ecology and land management experience offer advice on what amenities and how many people the Park can safely and reasonably sustain.



4. how they plan to mitigate the impact on the Park of their planned activities and the estimated number of visitors,
  5. information about where they will park visitors' cars
  6. what they will contribute to road improvements and other county infrastructure affected by the increase in people and equipment,
  7. and - what will BRO do to keep their neighbors happy when visitors, traffic, and noise increase.
- ii. Require BRO to pay a reasonable fee or share a very significant portion of their yearly profits with the county.
  - iii. Provide a commitment from the county to the citizens that they will use a portion of the revenue from the lease to benefit the community, thus acknowledging those in the community who investor to purchase the land and make initial improvements.

### Summary

Because of the significance and magnitude of the changes to the Park presented in the BRO proposal, it will take time to assess the ramifications to make the wisest decisions for the good of all parties. This is critical if the contract will be for a long time and with someone unknown to the community. The change from a community-centered/led park to a for-profit business is a cultural change for the community, for which we have not had time to discuss nor for which are we prepared.

In addition, because we are in uncertain times with likely climate changes affecting the delicate high altitude, decisions about the uses of the Park and the numbers of people visiting it are more critical than ever.

Further, to ignore or downplay the contributions of the locals involved in the Panadero Ski Corporation at the Park is a real slap in the faces of all of us in the community who support their efforts and want the Park to remain a Huerfano treasure.

What seem like attractive plans and viable projections on paper may, in fact, not be what is ultimately possible nor desirable. Time is needed for you, the Commissioners, Panadero Ski Corporation, and the citizens of Huerfano County (including the many out-of-county folks with second homes in Cuchara) to study and digest what has been proposed in this ambitious plan. Please allow the time for us as a community to do that.

**Bottom line, esteemed Commissioners, my humble advice. We have a gem in the Cuchara Mountain Park. But it isn't the kind of jewel that can be sold for a profit. It is the kind that is best polished tenderly and appreciated for its natural beauty. Past experience and paid studies have shown that to be the case. The CMP is a small beautiful diamond in the rough and not fit for commercialization with lots of infrastructure and large influxes of people. The same can be said, actually, for the whole Cuchara Valley. Commercialized it and lose what brings people to it. Do so at great risk.**

**Treasure the Park as it is, entrust the Panadero Ski Corp to tend it carefully and it will enhance our county for years to come. Try to make money on it with glitz and glamor and you will lose the charm and attraction it currently offers our county's residents and visitors.**

Thank you for the opportunity to share my thoughts with you. I submit them after much thought, with the hope that they will be helpful as you determine the future of the Huerfano County Parker Fitzgerald Cuchara Mountain Park, a special little place loved and treasured by many.



## Public Comment RE: Proposed CMP Development Plan

Will Pirkey <willpirkey@gmail.com>  
To: commissioners@huerfano.us  
Cc: Carl Young <cyoung@huerfano.us>

Tue, Feb 25, 2025 at 9:12 AM

Hello Commissioners,

I'm writing in strong opposition to the proposed plan by Buckhorn Ridge Outfitters to develop Cuchara Mountain Park. I fully support the Cuchara Foundation's letter to the commissioners outlining their opposition to this plan, but I also want to add my thoughts.

I served on the Board of the Panadero Ski Corporation from February 2022 to July 2023, so I have knowledge of this process, especially with the work with the SE Group, the county paid a significant sum for their expert consultancy. Since the current commissioners were not in office at the time, **I would like to remind them of SE Group's conclusion that a for-profit operation at CMP is bound to fail, and they strongly recommended the only viable path is a non-profit or government (or collaboration) was the only way forward for sustainable operation of the park.** In moving forward with the greatly flawed plan from Buckhorn Ridge Outfitters (more below), it seems like the county has either forgotten or purposely ignored the significant amount of work the SE Group put into their recommendations for CMP. I urge the commissioners to reread the SE Group's conclusion and as experts in the field, going against their recommendations shows grotesque hubris on the part of the County.

Buckhorn Ridge Outfitter's proposal not only takes some hugely hopeful and unrealistic estimates into their revenue calculations that will lead to business failure, but it also will negatively impact the community and culture of Cuchara.

- A proposed \$70 average ski ticket price shows a complete lack of knowledge of the industry and how CMP fits into it. This is basically the same lift ticket price as Wolf Creek Ski Area, yet CMP offers limited terrain and a much smaller market. It is insulting to potential customers to charge that much to ski at CMP. That lift ticket price proposed by Buckhorn is an insult to the skiing market and will prevent visits to CMP. CMP's only niche in the ski industry is to offer affordable tickets to kids and families and Buckhorn is misplaced if they think they will get anywhere close to their visitation numbers with that pricing. Again, please see the SE Group's report on CMP for a realistic appraisal.
- Buckhorn's proposal to charge an outrageous daily fee to use the park will also limit the park's use and visitation and negatively impact the community in Cuchar. Many locals use the park daily to walk their dogs, enjoy nature, and access USFS public lands. Charging an outrageous fee just to use the park will dramatically affect the local community and culture. CMP is one of the main reasons my wife and I purchased a home in the area and spend time in Cuchara. Buckhorn's proposal will destroy all of this, and we will sell our home if we lose the resource of a publically accessible Cuchara Mountain Park. I know I'm not alone with my neighbors in this opinion. Buckhorn will not only not realize the revenue they are proposing but will completely destroy the community-vibe of the area.
- Then, the tiny home proposal. Again this will negatively affect the community and culture in the area, and their revenue projections based on occupancy rates are not based in reality. As someone who lives in the Panadero neighborhood at all times of the year, there are many times when there is simply no one up there. Other than a few holiday weeks, the weekdays are very quiet and during the fall and early spring, there is simply no draw for visitors in the area because of the weather and lack of winter or summer recreational opportunities at the time.

Buckhorn's proposal is unrealistic and bound to fail and in the process, it will destroy many of the things the local community cherishes. On top of that, there have been well over \$500k in donations to CMP and PSC and so many individuals who support PSC's vision of CMP being a place for everyone to enjoy and learn about nature and outdoor recreation. Giving the park to a for-profit entity that is willing to completely change the model of CMP that will limit, not expand, use and access to CMP is a huge middle-finger to the so many donors and supporters of CMP. On top of that, you are now basically saying that the donations to CMP, which has slowly built up park amenities were used to subsidize a for-profit operation. As a donor myself, I feel used and it will be another reason to leave Cuchara. The ethics and morals on display here are severely lacking.

I strongly urge the commissioners to reread the SE Group's recommendations and listen to the public comments in opposition to this flawed plan. Not only is this proposal based on unrealistic assumptions that will lead to a failed business, but accepting it will destroy the community in the process. Please reject this proposal outright and keep CMP a community resource that expands access to the outdoors.

Sincerely,  
Will Pirkey

320 Panadero Loop  
La Veta, CO 81055



---

## Fwd: Cuchara Mountain Park

---

**Jim Chamberlain** <jchamberlain@huerfano.us>  
To: Carl Young <cyoung@huerfano.us>

Tue, Feb 25, 2025 at 8:35 AM

----- Forwarded message -----

From: **Annamarie Engelhard** <annamarie.engelhard@gmail.com>  
Date: Mon, Feb 24, 2025 at 10:27 PM  
Subject: Cuchara Mountain Park  
To: <jim@huerfano.us>  
Cc: <commissioners@huerfano.us>, Jeremy Begley <begley.jeremy@gmail.com>

Hello Commissioner Chamberlain,

I am writing in regard to the Cuchara Foundation letter in opposition of an alleged development at Cuchara Mountain Park.

In November my husband and I became property owners within the ski village. My husband grew up in Trinidad, and we chose to make our long-anticipated investment in Cuchara — a place he loves most. Over the decades my husband and his father have contributed to the construction of Cuchara and the ski village making it a better place for the community. It is a community we are firmly invested in.

In learning of the Cuchara Foundation letter this evening and an alleged agreement for the construction of a hotel and tiny-home development, we are seeking more information.

My greatest concern right now is lack of information or transparency — should the claims in this letter be true. Given that the park is a publicly held asset donated by the philanthropy of community members and non-profits, the public is the primary stakeholder with vested interest in this property. It is imperative that the public be informed of what may be happening with their asset and have opportunity to weigh their opinion and support a democratic process.

Could you shed light on what is happening here? This is causing quite a stir in the community and transparency is desperately needed.

While I am new to Huerfano County, I trust that those in public office are working for the good of the community. Most community members I speak to are excited at the thought of a thriving economy built on smart and sustainable growth. The Mountain Park is a key opportunity for economic growth in Huerfano, but I agree with community members it needs to be true to the Mountain Park Masterplan that prioritizes public ownership and access while protecting it from ill-fitted private fiduciary interests.

Do you have information you can provide me and the public with regarding this matter? Please help us be informed and involved.

Thank you,

Annamarie Engelhard &  
Jeremy Begley  
44 Valley Vista #4  
Cuchara

--

Jim Chamberlain  
Huerfano County Commissioner  
District 2  
401 Main St. Suite 201  
Walsenburg, Co. 81089  
(719) 738-3000



---

## Fwd: Cuchara Mountain Park

---

**Jim Chamberlain** <jchamberlain@huerfano.us>  
To: Carl Young <cyoung@huerfano.us>

Sun, Feb 23, 2025 at 10:25 AM

----- Forwarded message -----

From: **Andrew Bingham** <windowrepcos@msn.com>  
Date: Sat, Feb 22, 2025 at 10:21 AM  
Subject: Cuchara Mountain Park  
To: [commissioners@huerfano.us](mailto:commissioners@huerfano.us) <[commissioners@huerfano.us](mailto:commissioners@huerfano.us)>

Hello,  
Please reject Buckhorn Outfitters proposal/plans for Cuchara Mountain Park. This is not what the park was intended to be.  
Please be totally transparent regarding this matter for the people of Huerfano county.  
Thank you.  
Sent from my iPhone



---

## Fwd: Parker-Fitzgerald Cuchara mountain Park

---

**Jim Chamberlain** <jchamberlain@huerfano.us>  
To: Carl Young <cyoung@huerfano.us>

Mon, Feb 24, 2025 at 5:53 PM

FYI

----- Forwarded message -----

From: **JoVonne-Jerry Fitzgerald** <gbjpfitzgerald@msn.com>

Date: Mon, Feb 24, 2025 at 5:27 PM

Subject: Parker-Fitzgerald Cuchara mountain Park

To: jim@huerfano.us <jim@huerfano.us>, karl@huerfano.us <karl@huerfano.us>, mitch&huerfano.us <mitch&huerfano.us>

Discussions on the Park are evidently warming up. We obviously would prefer that the park remain a public park, which we donated to heavily.

Times change. Different Commissioners.

Just a thought, how much would it cost to have an outside foundation manage the park in the summer with Panadero Ski managing in the winter?

Surely you have modeled a similar scenario with the County picking up the tab.

Sincerely,

Jerry & JoVonne Fitzgerald

Sent from [Outlook](#)

--

Jim Chamberlain  
Huerfano County Commissioner  
District 2  
401 Main St. Suite 201  
Walsenburg, Co. 81089  
(719) 738-3000

February 24, 2025

From: Nathan & Jessica Loveless  
130 Baker Creek Ct  
Cuchara, CO 81055  
[nathanjess.loveless@gmail.com](mailto:nathanjess.loveless@gmail.com)  
913.549.2246. | 816.885.4035

To: Huerfano County Commissioners  
401 Main St  
Walsenburg, CO 81089

RE: **Opposition to Proposed Development at Cuchara Mountain Park by Buckhorn Ridge Outfitters**

Dear Huerfano County Commissioners,

My name is Jessica Loveless, and I am writing to express my strong opposition to the proposed development at Cuchara Mountain Park by Buckhorn Ridge Outfitters. My family has deep ties to the Cuchara community, as I have been visiting several times a year for as long as I can remember. My husband, son, and I recently established full-time residence in Cuchara Mountain Park, and my parents own the home and lots directly across the street from us. We purchased our home from another family that is deeply invested in this area, and prior to them, my grandparents owned this cabin and were active members of the community. Our love for this area stems from its charm, uniqueness, and the absence of commercial exploitation that is prevalent in other parts of Colorado.

Over the years, we have actively participated in numerous community events and have financially supported the agreed-upon growth and development of Cuchara Mountain Park. The park's development was planned and funded through donations from the community and organizations such as the Huerfano County Board of County Commissioners via the DOLA Planning Grant, The Virginia Wellington Cabot Foundation, and the Cuchara Foundation. This funding was provided with the understanding that the park would remain a free and open space for public enjoyment, not for commercial development.

It has recently come to our attention that a local realtor is facilitating a sale of Cuchara Mountain Park to Buckhorn Ridge Outfitters, which was disingenuously planned without proper vetting of the shared desires in the community. This development proposal includes a commercial hotel and 20 tiny homes, which directly contradicts the original intent of the park.

Such commercial development has never been permitted under the neighborhood covenants and stands in stark opposition to the values of the residents who live here.

Furthermore, the process has been deliberately hidden from the residents who will be most affected by this dramatic change to their residential community. The introduction of a commercial enterprise not only violates the founding principles of Cuchara Mountain Park but also threatens the character and integrity of the Village of Cuchara itself. My family and many others did not invest in this community, enroll our child in the local school district, or commit to its future, only to have a for-profit entity exploit this cherished public space.

On behalf of the residents of Cuchara, I urge the Huerfano County Commissioners to reject any agreements with Buckhorn Ridge Outfitters and to uphold the commitments made to the community and the donors who made this park possible. We fully support the continued partnership with the Panadero Ski Corporation, which aligns with the original vision of the park as a public recreational space. There is a fine line between a successful business venture and maintaining the character of our quaint community. Moreover, we call for transparency in all further discussions on this matter to ensure that the voices of the residents are heard and respected.

I appreciate your time and consideration and sincerely hope that you will protect Cuchara Mountain Park from commercial exploitation without fair discussion with the residents. Please honor the trust placed in you by the community and the donors who contributed to this park's creation.

Sincerely,

A handwritten signature in cursive script that reads "Jessica Loveless".

Jessica Loveless, DC, MS

Nathan & Jessica Loveless  
130 Baker Creek Ct  
Cuchara, CO 81055  
[nathanjess.loveless@gmail.com](mailto:nathanjess.loveless@gmail.com)  
913.549.2246



Karl Sporleder, Chairman  
Mitchell Wardell, Commissioner  
Jim Chamberlain, Commissioner



Item 9a.

## HUERFANO COUNTY GOVERNMENT ADMINISTRATOR'S REPORT

**Date:** February 28, 2025  
**To:** Huerfano County Board of County Commissioners  
**From:** Carl Young, County Administrator  
**Re:** Report for the March 4<sup>th</sup> BOCC Meeting

---

Please accept the following report of accomplishments, updates, and upcoming activities.

### Open Positions

- DHS Call Center Technician – Closes 3/7/2025
- Auto Mechanic – Closes 3/21/2025
- Deputy Officer – Open Until Filled
- Detention Officer – Open Until Filled

All County Job Openings, including duties, qualifications, and wages are posted on the County Website at <https://www.governmentjobs.com/careers/huerfano>

### Closed Solicitations

- RFP 2025-01 Marketing and Public Relations Services – Closed 2/10/2025  
Interviews scheduled for March 3<sup>rd</sup>.
- RFP 2025-02 Accounting Services – Closed 2/21/2025  
Interviews scheduled for March 12<sup>th</sup>.
- RFQ 2025-03 County Attorney – Closed 2/27/2025

### Open Board Positions

The County is seeking letters of interest from Huerfano County Residents for the following Boards:

- **Board of Review** – hears appeals of decisions made by the building official or Huerfano County Building Authority and advise the on the adoption of new building codes
- **Board of Adjustment** – hears and decides on issues of special exceptions to the provisions of the County Land Use Code
- **Huerfano County Building Authority** – oversees contractor licensing and reviews a number of issues related to building permitting