



# BOARD OF COUNTY COMMISSIONERS SPECIAL MEETING AGENDA

June 06, 2023 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

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**9:00 AM - Human Resources Workshop**

**10:00 AM - PUBLIC MEETING**

**Join via Zoom:** <https://us02web.zoom.us/j/82550511219> | **Meeting ID:** 825-5051-1219

**1. PLEDGE OF ALLEGIANCE**

**2. AGENDA APPROVAL**

**3. ACTION ITEMS**

- a.** Dawn Martinez Promotion
- b.** Raquel Lopez-Rodriguez Promotion
- c.** New Hire Austin McKnight
- d.** Kyla Witt New Hire
- e.** Summer Youth Corps Hires
- f.** Seasonal re-hire Jonathan Bobian
- g.** Boe Stevens Part Time Rehire
- h.** Sheriff's Office Pay Increases and Signing Bonuses
- i.** Fox Theatre History Colorado Property Owner Grant Acceptance Documents
- j.** WTS Truck Engine Replacement

**4. EXECUTIVE SESSION**

**5. ADJOURNMENT**

**6. UPCOMING MEETINGS**

- a.** 10:30AM Cybersecurity Workshop

HUERFANO COUNTY

<b>GREEN SHEET/STATUS CHANGE</b>		EFFECTIVE DATE
		<b>6/5/2023</b>
NAME: <b>Dawn Martinez</b>	PAYROLL :	<b>6/23/2023</b>

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

CHANGE	FROM (DOES NOT APPLY TO NEW EMPLOYEE)	TO
JOB TITLE	<b>Assistant Director</b>	<b>Human Services Director/Designee</b>
DEPARTMENT		<b>Dept of Human Services</b>
HOURS		
ANNUAL SALARY		<b>\$70,000.00</b>
SEMI-MONTHLY SALARY		
HOURLY SALARY		
OTHER SALARY		

**REASON FOR CHANGE**

- |                  |                              |                               |
|------------------|------------------------------|-------------------------------|
| NEWHIRE          | RESIGNATION                  | LENGTH OF SERVICE INCREASE    |
| REHIRED          | RETIREMENT                   | REEVALUATION OF CURRENT JOB   |
| <b>PROMOTION</b> | LAYOFF                       | INTRODUCTORY PERIOD COMPLETED |
| DEMOTION         | ADMINISTRATIVE LEAVE PAID    | OTHER                         |
| TRANSFER         | ADMINISTRATIVE LEAVE UN-PAID |                               |

COMMENTS, IF NECESSARY

**Motion to promote Dawn Martinez to the Human Services Director/Designee at a Salary of \$70,000**

I, Sheila Hudson-Macchietto, Director certify that the above presented information has been requested by the Department Head and or Elected Official directly responsible for the employee named within. I certify that I have received all proper documentaion and that I have entered the information on the Green Sheet to reflect the change as requested.

\_\_\_\_\_*Sheila Hudson-Macchietto* 6/2/2023

\_\_\_\_\_  
John Galusha-Board Chairman

\_\_\_\_\_  
Arica Andreatta, Vice Chairman

\_\_\_\_\_  
Karl Sporleder, Commissioner

\_\_\_\_\_  
Date

Date to Finance Office:

HUERFANO COUNTY

<b>GREEN SHEET/STATUS CHANGE</b>		EFFECTIVE DATE
		<b>6/7/2023</b>
NAME: <b>Racquel Lopez - Rodriguez</b>	PAYROLL :	<b>6/23/2023</b>

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

CHANGE	FROM (DOES NOT APPLY TO NEW EMPLOYEE)	TO
JOB TITLE	<b>Communications Officer / Dispatcher</b>	<b>Communications Center Management</b>
DEPARTMENT	<b>Emergency Services</b>	<b>Emergency Services</b>
HOURS		
ANNUAL SALARY	<b>\$46,500.00</b>	<b>\$57,000.00</b>
SEMI-MONTHLY SALARY		
HOURLY SALARY		
OTHER SALARY	<b>Non-Exempt</b>	<b>Exempt</b>

**REASON FOR CHANGE**

- |                  |                              |                               |
|------------------|------------------------------|-------------------------------|
| NEW HIRE         | RESIGNATION                  | LENGTH OF SERVICE INCREASE    |
| REHIRED          | RETIREMENT                   | REEVALUATION OF CURRENT JOB   |
| <b>PROMOTION</b> | LAYOFF                       | INTRODUCTORY PERIOD COMPLETED |
| DEMOTION         | ADMINISTRATIVE LEAVE PAID    | OTHER                         |
| TRANSFER         | ADMINISTRATIVE LEAVE UN-PAID |                               |

COMMENTS, IF NECESSARY

**Motion to promote Racquel Lopez-Rodriguez to Communications Center Manager within the Emergency Services Department with an annual increase to \$57,000.00**

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

Angela Wakeman      6/2/2023  
Human Resources Officer      Date

\_\_\_\_\_  
John Galusha, Chairman      Date

\_\_\_\_\_  
Budget Officer      Date

\_\_\_\_\_  
Date Inputed Into System

HUERFANO COUNTY

<b>GREEN SHEET/STATUS CHANGE</b>	EFFECTIVE DATE
	<b>6/13/2023</b>
NAME: <b>Austin McKnight</b>	PAYROLL : <b>6/23/2023</b>

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

CHANGE	FROM (DOES NOT APPLY TO NEW EMPLOYEE)	TO
JOB TITLE		<b>Operator</b>
DEPARTMENT		<b>Parks &amp; Rec</b>
HOURS		
ANNUAL SALARY		<b>\$41,500.00</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 Austin McKnight as an Operator for the Road & Bridge Department with a starting salary of \$41,500.00. Contingent upon completion of a CBI background check, and drug screen with a negative result.**

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

Angela Wakeman      6/2/2023  
\_\_\_\_\_  
Human Resources Officer      Date

\_\_\_\_\_  
John Galusha, Chairman      Date

\_\_\_\_\_  
Budget Officer      Date

\_\_\_\_\_  
Date Inputed Into System

## HUERFANO COUNTY

<b>GREEN SHEET/STATUS CHANGE</b>		EFFECTIVE DATE
		<b>5/30/2023</b>
NAME: <b>Kyla Witt</b>	PAYROLL :	<b>6/9/2023</b>

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

CHANGE	FROM (DOES NOT APPLY TO NEW EMPLOYEE)	TO
JOB TITLE		<b>Admin Assistant</b>
DEPARTMENT		<b>Land Use</b>
HOURS		
ANNUAL SALARY		<b>\$35,000.00</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 Approve New Hire Kyla Witt as Administrative Assistant in the Land Use Department.**

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

*Angela Wakeman* \_\_\_\_\_ 5/22/2023

Human Resources Officer \_\_\_\_\_ Date

John Galusha, Chairman \_\_\_\_\_ Date

Budget Officer \_\_\_\_\_ Date

Date Inputted Into System \_\_\_\_\_

HUERFANO COUNTY

<b>GREEN SHEET/STATUS CHANGE</b>		EFFECTIVE DATE
		<b>6/13/2023</b>
NAME: <b>Youth Corps - See Below</b>	PAYROLL :	<b>6/23/2023</b>

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

CHANGE	FROM (DOES NOT APPLY TO NEW EMPLOYEE)	TO
JOB TITLE		<b>Youth Corp</b>
DEPARTMENT		<b>Parks &amp; Rec</b>
HOURS		
ANNUAL SALARY		<b>\$15.00/hr</b>
SEMI-MONTHLY SALARY		
HOURLY SALARY		
OTHER SALARY		<b>Non-Exempt</b>

**REASON FOR CHANGE**

<p><b>NEW HIRE</b></p> <p>REHIRED</p> <p>PROMOTION</p> <p>DEMOTION</p> <p>TRANSFER</p>	<p>RESIGNATION</p> <p>RETIREMENT</p> <p>LAYOFF</p> <p>ADMINISTRATIVE LEAVE PAID</p> <p>ADMINISTRATIVE LEAVE UN-PAID</p>	<p>LENGTH OF SERVICE INCREASE</p> <p>REEVALUATION OF CURRENT JOB</p> <p>INTRODUCTORY PERIOD COMPLETED</p> <p>OTHER</p>
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COMMENTS, IF NECESSARY

**Motion to hire Adrian Silva Jr., Christopher Garcia, David Valdez and Gabe Barela as Youth Corps for the summer 2023. Contingent upon completion of a CBI background check, and drug screen with a negative result.**

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

*Angela Wakeman*      6/2/2023  
\_\_\_\_\_  
Human Resources Officer      Date

\_\_\_\_\_  
John Galusha, Chairman      Date

\_\_\_\_\_  
Budget Officer      Date

\_\_\_\_\_  
Date Inputed Into System

HUERFANO COUNTY

<b>GREEN SHEET/STATUS CHANGE</b>		EFFECTIVE DATE
		<b>6/13/2023</b>
NAME: <b>Jonathan Bobian</b>	PAYROLL :	<b>6/23/2023</b>

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

CHANGE	FROM (DOES NOT APPLY TO NEW EMPLOYEE)	TO
JOB TITLE		<b>Youth Corp</b>
DEPARTMENT		<b>Parks &amp; Rec</b>
HOURS		
ANNUAL SALARY		<b>\$16.00/hr</b>
SEMI-MONTHLY SALARY		
HOURLY SALARY		
OTHER SALARY		<b>Non-Exempt</b>

**REASON FOR CHANGE**

- |                |                              |                               |
|----------------|------------------------------|-------------------------------|
| NEW HIRE       | RESIGNATION                  | LENGTH OF SERVICE INCREASE    |
| <b>REHIRED</b> | RETIREMENT                   | REEVALUATION OF CURRENT JOB   |
| PROMOTION      | LAYOFF                       | INTRODUCTORY PERIOD COMPLETED |
| DEMOTION       | ADMINISTRATIVE LEAVE PAID    | OTHER                         |
| TRANSFER       | ADMINISTRATIVE LEAVE UN-PAID |                               |

COMMENTS, IF NECESSARY

**Motion to hire Jonathan Bobian at \$16.00/hr as a Youth Corps with additional crew lead responsibilities for the summer 2023. Contingent upon completion of a CBI background check, and drug screen with a negative result.**

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

Angela Wakeman      6/2/2023  
Human Resources Officer      Date

\_\_\_\_\_  
John Galusha, Chairman      Date

\_\_\_\_\_  
Budget Officer      Date

\_\_\_\_\_  
Date Inputed Into System

HUERFANO COUNTY

<b>GREEN SHEET/STATUS CHANGE</b>	EFFECTIVE DATE
	<b>6/8/2023</b>
NAME: <b>Boe Stevens</b>	PAYROLL : <b>6/23/2023</b>

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

CHANGE	FROM (DOES NOT APPLY TO NEW EMPLOYEE)	TO
JOB TITLE		<b>Waste Transfer Attendant - Part Time</b>
DEPARTMENT		<b>Parks &amp; Rec</b>
HOURS		
ANNUAL SALARY		<b>15.00/hr</b>
SEMI-MONTHLY SALARY		
HOURLY SALARY		
OTHER SALARY	<b>Non-Exempt</b>	<b>Exempt</b>

**REASON FOR CHANGE**

- |           |                              |                               |
|-----------|------------------------------|-------------------------------|
| NEW HIRE  | RESIGNATION                  | LENGTH OF SERVICE INCREASE    |
| REHIRED   | RETIREMENT                   | REEVALUATION OF CURRENT JOB   |
| PROMOTION | LAYOFF                       | INTRODUCTORY PERIOD COMPLETED |
| DEMOTION  | ADMINISTRATIVE LEAVE PAID    | OTHER                         |
| TRANSFER  | ADMINISTRATIVE LEAVE UN-PAID |                               |

COMMENTS, IF NECESSARY

**Motion to rehire Boe Stevens as a part time Waste Transfer Attendant for the Parks & Recreation Department at \$15.00/hr. Contingent upon completion of a CBI background check, and drug screen with a negative result.**

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

Angela Wakeman      6/2/2023  
Human Resources Officer      Date

\_\_\_\_\_  
John Galusha, Chairman      Date

\_\_\_\_\_  
Budget Officer      Date

\_\_\_\_\_  
Date Inputed Into System



John Galusha, Chairman  
Arica Andreatta, Commissioner  
Karl Sporleder, Commissioner



Item 3h.

## HUERFANO COUNTY GOVERNMENT BRIEFING MEMORANDUM

**Date:** June 6, 2023  
**To:** Huerfano County Board of County Commissioners  
**From:** Carl Young, County Administrator  
**Re:** Sheriff's Deputy Pay Increases and Signing Bonuses  
**Attached:** HR Status Sheets for Cameron Gonzales, Frank Martin, Maria Dominguez, John Johnson, and Roman Hajar

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**Summary:** Since January, the Sheriff's Office has struggled to fill Deputy Positions, both workload and competitive pay have been major issues. After conferring with Sheriff Newman, and his command staff, I recommend adopting the following pay scale for deputies and junior officers:

- Post Certified, During Field Training and 6 Month Probationary Period – \$47,000
- Post Certified, Passed Probationary Period – \$50,000
- Post Certified, 3+ Years of Experience – \$51,000
- Corporal – \$52,000
- Sergeant – \$56,000

Green sheets to move current employees into these brackets are attached. In keeping with these increases I would also recommend paying out compensatory time before these raises take effect.

I also recommend allocating \$40,000 for signing bonuses for new deputies and detention officers and that anyone the Sheriff wishes to give such a bonus to would be required to sign a minimum two-year commitment and return the full amount if that commitment is broken. I'd ask that the Sheriff be allowed to set any other terms and amounts for said bonuses, but that they be capped at \$5,000 per new hire. The bonuses would need to be approved on the new hire's green sheet

### **Requested Motion/Action:**

- Motion to approve the wage increase status sheets for Cameron Gonzales, Frank Martin, Maria Dominguez, John Johnson, and Roman Hajar as well as to adopt a pay scale for deputies and junior officers as follows: Post Certified, During Field Training and 6 Month Probationary Period – \$47,000; Post Certified, Passed Probationary Period – \$50,000; Post Certified, 3+ Years of Experience – \$51,000; Corporal – \$52,000; and Sergeant – \$56,000.
- Motion to allocate \$40,000 for signing bonuses for new deputies and detention officers with the Sheriff to determine the terms and amounts provided that each new hire sign a commitment of at least two years, and that the bonuses may not exceed \$5,000 per new hire.
- Motion to direct and authorize the pay out of accumulated compensatory time for Sheriff's office deputies as of June 3, 2023 on the June 9<sup>th</sup> Payroll.

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Signature of the Chair

Approved

Approved with Changes

Denied

HUERFANO COUNTY

<b>GREEN SHEET/STATUS CHANGE</b>		EFFECTIVE DATE
		6/4/2023
NAME: <b>John Johnson</b>	PAYROLL :	6/23/2023

CHANGE OF ADDRESS/PHONE	STREET
	CITY, STATE, ZIP
	TELEPHONE

CHANGE	FROM (DOES NOT APPLY TO NEW EMPLOYEE)	TO
JOB TITLE	Deputy FTO	Deputy FTO
DEPARTMENT	Sheriff's Office	Sheriff's Office
HOURS		
ANNUAL SALARY	\$40,000.22	\$47,000.00
SEMI-MONTHLY SALARY		
HOURLY SALARY		
OTHER SALARY	Non-Exempt	Non-Exempt

**REASON FOR CHANGE**

- NEW HIRE
- RESIGNATION
- LENGTH OF SERVICE INCREASE
- REHIRED
- RETIREMENT
- REEVALUATION OF CURRENT JOB
- PROMOTION
- LAYOFF
- INTRODUCTORY PERIOD COMPLETED
- DEMOTION
- ADMINISTRATIVE LEAVE PAID
- OTHER
- TRANSFER
- ADMINISTRATIVE LEAVE UN-PAID

Wage Increase

COMMENTS, IF NECESSARY

**Motion to Approve the Wage Increase of John Johnson Deputy FTO**

 06/02/23  
 Elected Official / Department Head      Date

John Galusha, Chairman      Date

Angela Wakeman      5/5/2023  
 Human Resources Officer      Date

Budget Officer      Date

Date Inputed Into System

HUERFANO COUNTY

<b>GREEN SHEET/STATUS CHANGE</b>		EFFECTIVE DATE
		6/4/2023
NAME: <b>Maria Dominguez</b>	PAYROLL :	6/23/2023

CHANGE OF ADDRESS/PHONE	STREET
	CITY, STATE, ZIP
	TELEPHONE

CHANGE	FROM (DOES NOT APPLY TO NEW EMPLOYEE)	TO
JOB TITLE	Deputy	Deputy
DEPARTMENT	Sheriff's Office	Sheriff's Office
HOURS		
ANNUAL SALARY	\$43,127.76	\$51,000.00
SEMI-MONTHLY SALARY		
HOURLY SALARY		
OTHER SALARY	Non-Exempt	Non-Exempt

**REASON FOR CHANGE**

- |           |                              |                               |
|-----------|------------------------------|-------------------------------|
| NEW HIRE  | RESIGNATION                  | LENGTH OF SERVICE INCREASE    |
| REHIRED   | RETIREMENT                   | REEVALUATION OF CURRENT JOB   |
| PROMOTION | LAYOFF                       | INTRODUCTORY PERIOD COMPLETED |
| DEMOTION  | ADMINISTRATIVE LEAVE PAID    | <b>OTHER</b>                  |
| TRANSFER  | ADMINISTRATIVE LEAVE UN-PAID |                               |

Wage Increase

COMMENTS, IF NECESSARY

**Motion to Approve the Wage Increase of Maria Dominguez Deputy**

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

06.02.23

John Galusha, Chairman      Date

Angela Wakeman      5/5/2023  
 \_\_\_\_\_  
 Human Resources Officer      Date

Budget Officer      Date

\_\_\_\_\_  
 Date Inputed Into System

HUERFANO COUNTY

<b>GREEN SHEET/STATUS CHANGE</b>		EFFECTIVE DATE
		6/4/2023
NAME: <b>Cameron Gonzales</b>	PAYROLL :	6/23/2023

CHANGE OF ADDRESS/PHONE	STREET
	CITY, STATE, ZIP
	TELEPHONE

CHANGE	FROM (DOES NOT APPLY TO NEW EMPLOYEE)	TO
JOB TITLE	Deputy	Deputy
DEPARTMENT	Sheriff's Office	Sheriff's Office
HOURS		
ANNUAL SALARY	\$43,127.76	\$51,000.00
SEMI-MONTHLY SALARY		
HOURLY SALARY		
OTHER SALARY	Non-Exempt	Non-Exempt

**REASON FOR CHANGE**

- |           |                              |                               |
|-----------|------------------------------|-------------------------------|
| NEW HIRE  | RESIGNATION                  | LENGTH OF SERVICE INCREASE    |
| REHIRED   | RETIREMENT                   | REEVALUATION OF CURRENT JOB   |
| PROMOTION | LAYOFF                       | INTRODUCTORY PERIOD COMPLETED |
| DEMOTION  | ADMINISTRATIVE LEAVE PAID    | <b>OTHER</b>                  |
| TRANSFER  | ADMINISTRATIVE LEAVE UN-PAID |                               |

Wage Increase

COMMENTS, IF NECESSARY

**Motion to Approve the Wage Increase of Cameron Gonzales Deputy**

 06-02-23  
Elected Official / Department Head Date

\_\_\_\_\_  
John Galusha, Chairman Date

Angela Wakeman 5/5/2023  
Human Resources Officer Date

\_\_\_\_\_  
Budget Officer Date

\_\_\_\_\_  
Date Inputed Into System



HUERFANO COUNTY

<b>GREEN SHEET/STATUS CHANGE</b>		EFFECTIVE DATE
		6/4/2023
NAME: <b>Frank Martin</b>	PAYROLL :	6/23/2023

CHANGE OF ADDRESS/PHONE	STREET
	CITY, STATE, ZIP
	TELEPHONE

CHANGE	FROM (DOES NOT APPLY TO NEW EMPLOYEE)	TO
JOB TITLE	Corporal	Corporal
DEPARTMENT	Sheriff's Office	Sheriff's Office
HOURS		
ANNUAL SALARY	\$46,157.54	\$52,000.00
SEMI-MONTHLY SALARY		
HOURLY SALARY		
OTHER SALARY	Non-Exempt	Non-Exempt

**REASON FOR CHANGE**

- |           |                              |                               |
|-----------|------------------------------|-------------------------------|
| NEW HIRE  | RESIGNATION                  | LENGTH OF SERVICE INCREASE    |
| REHIRED   | RETIREMENT                   | REEVALUATION OF CURRENT JOB   |
| PROMOTION | LAYOFF                       | INTRODUCTORY PERIOD COMPLETED |
| DEMOTION  | ADMINISTRATIVE LEAVE PAID    | <b>OTHER</b>                  |
| TRANSFER  | ADMINISTRATIVE LEAVE UN-PAID |                               |

Wage Increase

COMMENTS, IF NECESSARY

**Motion to Approve the Wage Increase of Frank Martin Corporal**

 06-02-23  
 Elected Official / Department Head Date

Angela Wakeman 5/5/2023  
 Human Resources Officer Date

John Galusha, Chairman Date

Budget Officer Date

Date Inputed Into System





# History Colorado

## Acknowledgement of Award Conditions

Re: Project #2023-02-029  
Roof Rehabilitation and Parapet Masonry Star Theater-Valencia Theater-Fox Theater-Youth Center Theater

As a grant recipient, you will enter a State of Colorado grant agreement as a state grantee. As such, there are conditions associated with a State Historical Fund grant.

1. Read all statements below and **initial** each statement. **Check marks are not accepted.**
2. Obtain the signature of the **authorized officer** for your organization.
3. Write in the date the letter was signed by the appropriate authorized officer.
4. Print the name and title of the appropriate authorized officer.
5. **If the property owner is different, they must initial the last two conditions and sign below.**

*My organization is ready to Go Under Award with the State Historical Fund, and I confirm the following:*

\_\_\_\_\_ All cash match is now readily available and in-hand in a bank account. (See Program Guidebook pg 6, *Cash Match* section)

\_\_\_\_\_ I understand and accept that my organization is solely responsible for determining if my cash match sources are eligible for use with State Historical Fund grant programs.

\_\_\_\_\_ I understand and accept my organization will enter into a grant agreement with the State of Colorado. My organization will be responsible for meeting the terms of the grant agreement, and will not “pass through” fiscal or project responsibility to another organization.

\_\_\_\_\_ I understand and accept that State grant agreements contain non-negotiable terms. I have reviewed the enclosed grant template, and my organization agrees with those terms.

\_\_\_\_\_ I understand and accept that my organization must adhere to all program policies, state regulations, provisions, and laws.

\_\_\_\_\_ I understand and accept that my organization will work in partnership with the State Historical Fund to meet the Secretary of the Interior’s Standards and Guidelines for Archaeology and Historic Preservation. I will comply with review expectations, and will refrain from carrying out work until I have the approval of my State Historical Fund Resource Specialist to proceed. For archaeology and survey projects, I will adhere to the current Colorado Cultural Resource Manual. (See Program Guidebook pgs 5 and 24, *Secretary of the Interior Standards* section and *Survey Manual* link)

\_\_\_\_\_ I understand and accept State funds will only pay for work that takes place within the grant agreement period.

\_\_\_\_\_ I understand and accept all project expenses must be associated with one of the task items in the Grant Agreement Exhibit B: Budget and reported as such. (See Program Guidebook 34 and 37, *Grant Award/Agreement Document* and *Payment Review Process* sections)

\_\_\_\_\_ I understand and accept project cost savings will be shared with State Historical Fund based on the percentage shown in Exhibit B: Budget. (See Program Guidebook pg 34, *Grant Award/Agreement Document* section)





# History Colorado

\_\_\_\_\_ I understand and accept I am required to provide documentation of grant administration and indirect expenditures with time sheets and rates, and clear calculations. (See Program Guidebook pg 36, *Supporting Documentation* section)

\_\_\_\_\_ I understand and accept my organization cannot use funds in a manner that may result in an actual or perceived conflict of interest. (See Program Guidebook pg 42, *Conflict of Interest* section)

## PROPERTY OWNER PERMISSION

\_\_\_\_\_ I understand and accept the property protection, if applicable, contained in Exhibit E: Property Protection (enclosed) and have signed (and notarized, if applicable) Exhibit E. (See Program Guidebook pg 6, *Property Protections* section)

\_\_\_\_\_ I, the property owner, understand the above requirements and give the grant recipient organization permission to conduct the approved Scope of Work on my property.

The State Historical Fund processes grant agreements in the order that the required information is received, and it can take up to 6 weeks for the agreement to be executed. If you have questions or need additional information, please contact our office.

Spanish Peaks Community Foundation  
Grant Recipient Organization

Huerfano County  
Legal Owner

\_\_\_\_\_  
Signature of Authorized Officer                      Date

\_\_\_\_\_  
Signature of Legal Owner    Date

\_\_\_\_\_  
Print Name of Authorized Officer

\_\_\_\_\_  
Print Name of Authorized Officer

Acknowledgement of Award Conditions Letter v10.22

**Spanish Peaks Community Foundation Inc  
Roof Rehabilitation and Parapet Masonry  
Project #2023-02-029**

**Exhibit E**

**COVENANT PROPERTY PROTECTION**

- I. Parties:** This Agreement is by and between the State of Colorado for the use and benefit of the Department of Higher Education, History Colorado, the Colorado Historical Society, 1200 Broadway, Denver, Colorado 80203 and **Huerfano County**, Property Owner, 401 Main Street, Walsenburg, Colorado 81089.
- II. Property:** the Star Theater-Valencia Theater-Fox Theater-Youth Center Theater located at 715 Main Street, Walsenburg, Colorado , in Huerfano County, which has been listed in the State Register of Historic Properties and is more particularly described as follows:
- P. M. 6th Township 28S Range 66W W ½ of NE ¼ of SE ¼ of ¼ of Section Quad Map  
Walsenburg South Lot(s) Part of lots 3 & 4 Block 51 Addition Walsenburg
- III. Preservation of Property:**
- A. EASEMENT: If required, in the sole discretion of the State, the provisions in the following paragraph are hereby incorporated into this agreement:
- Easement Required:       Yes       No
- i. Property Owner shall place or cause to be placed on the property title a perpetual easement, which easement shall be transferred to an organization qualified to hold easements of this kind under Section 170(h)(3) of the Internal Revenue Code and Internal Revenue Service Regulations, Section 1.170A-14(c).
- ii. The easement shall, at a minimum, prohibit any alteration of the premises, which would affect the exterior appearance of the property unless first authorized by the easement holding organization with appropriate exceptions to permit routine maintenance. Other necessary language shall protect the interests of the easement holding organization in the event of damage to the property, and shall further require that the easement be transferred to a similar organization in the event that the selected organization becomes unable for any reason to perform its obligations pursuant to the easement agreement.
- iii. Property Owner agrees that the easement form and any associated costs shall be subject to the approval of the State. State shall pay the costs for the easement in the amount(s) set forth in Exhibit B.
- B. COVENANT: The Property Owner hereby agrees to the following for a period of **20 years** commencing on the date it is filed with the County Recorder.

**Spanish Peaks Community Foundation Inc  
Roof Rehabilitation and Parapet Masonry  
Project #2023-02-029**

**Exhibit E**

- i. Without the express written permission of History Colorado, no construction, alteration, movement, relocation or remodeling or any other activity shall be undertaken or permitted to be undertaken on the Property which would alter the architectural appearance of the Property, adversely affect the structural soundness of the Property, encroach on the open land area of the Property, or adversely affect such prominent landscape features as trees, hedges, fences, walls or paths. Such work, when permitted shall be performed according to the Secretary of the Interior's *Standards for the Treatment of Historic Properties and the Guidelines for Preserving, Rehabilitating, Restoring, and Reconstructing Historic Buildings*, issued and as may from time to time be amended by the U.S. Secretary of the Interior, hereinafter collectively referred to as the "*Standards*". In all events, the Property Owner further agrees at all times to maintain the Property in a good and sound state of repair and to maintain the Property according to the *Standards* so as to prevent deterioration of the Property.
- ii. In the event of severe damage or total destruction to the Property (defined, for the purpose of this provision, as sudden damage or loss caused by fire, earthquake, inclement weather, acts of the public enemy, riot or other similar casualty) not due to the fault of the Property Owner this provision shall terminate as of the date of such damage or destruction.
- iii. History Colorado, or a duly appointed representative of History Colorado, shall be permitted to inspect the Property at all reasonable times in order to ascertain if the above conditions are being observed.
- iv. When Section B is for COVENANT, within sixty (60) days of the completion of this Award, Property Owner covenants and agrees that History Colorado will record this Exhibit with the county clerk and recorder for the county in which the property is located. Property Owner further covenants and agrees that this Exhibit will constitute a binding covenant that will run with the land.
- v. When section B is for LETTER OF AGREEMENT, History Colorado will maintain record of this Exhibit until the expiration of the letter of agreement period.
- vi. The provisions of this Paragraph will cease to be effective upon the conveyance of an approved easement if such is required pursuant to EASEMENT Paragraph above.

**Spanish Peaks Community Foundation Inc  
Roof Rehabilitation and Parapet Masonry  
Project #2023-02-029**

**Exhibit E**

**SIGNATURE PAGE**

\*Persons signing for Owner hereby swear and affirm that they are authorized to act on Parties' behalf and acknowledge that the State is relying on their representations to that effect.

<p><b>OWNER</b> Huerfano County</p> <p>_____</p> <p>*Signature of Authorized Officer for Owner</p> <p>Date: _____</p>
<p>_____</p> <p>Printed Name of Authorized Officer</p> <p>_____</p> <p>Title of Authorized Officer</p>

**PROPERTY OWNER NOTARIZATION:**

STATE OF COLORADO, Huerfano COUNTY:

On this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, before me the undersigned, a Notary Public for said State, personally appeared \_\_\_\_\_, to me personally known, who stated that he/she is \_\_\_\_\_, that no seal has been procured by said county, and that the foregoing instrument was signed on behalf of said corporation by authority of its Board of County Commissioners, and that as such officer, he/she acknowledged that he/she executed the foregoing instrument as his/her voluntary act and the voluntary act of the county.

\_\_\_\_\_  
NOTARY PUBLIC

**Spanish Peaks Community Foundation Inc  
Roof Rehabilitation and Parapet Masonry  
Project #2023-02-029**

**Exhibit E**

**STATE OF COLORADO**  
 Jared S. Polis, Governor  
 History Colorado  
 Dawn DiPrince, Executive Director or Designee

\_\_\_\_\_  
 By: Dawn DiPrince, Executive Director or Designee

Date: \_\_\_\_\_

STATE OF COLORADO, CITY & COUNTY OF DENVER:

On this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, before me the undersigned, a Notary Public for said State, personally appeared **Dawn DiPrince**, to me personally known, who stated that she is **Executive Director of History Colorado**, that no seal has been procured by said organization, and that the foregoing instrument was signed on behalf of said organization by authority of its Board of Directors, and that as such officer, she acknowledged that she executed the foregoing instrument as her voluntary act and the voluntary act of the State of Colorado-Department of Higher Education, History Colorado, the Colorado Historical Society.

\_\_\_\_\_  
NOTARY PUBLIC

# PURCHASE ORDER

## Huerfano County

Purchase Order#: 106

Purchase OrderDate: 5/30/2023

Vendor: **WAGNER EQUIPMENT COMPANY / 1006**  
**PO BOX 919000**  
**DENVER, CO 80291-9000**

Ship To: **401 Main Street -**  
**Walsenburg CO, 81089**

### Order Description:

DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL COST	LEDGER
Complete engin	1	\$35,654.83	\$35,654.83	002-43040-51506
TOTAL:			\$35,654.83	

### NOTES:

Unit #306- 2006 Peterbilt Rolloff Truck

### APPROVALS:

Approving Authority:

Budget Officer:



PACKING SLIP

Aurora, CO. 18000 Smith Rd., 80011  
303-739-3000 \* 877-654-1237  
Albuquerque, NM. 700 Wagner Court SE.  
87105 \* 505-345-8411 \* 800-432-6612  
www.wagnerequipment.com

Bloomfield, NM 505-634-4500 719-346-7880 719-635-1669 877-742-1332 877-654-1237  
Durango, CO 970-259-2001 915-821-7651 877-654-1237 800-345-7878  
Grand Jct., CO 970-242-2834 877-654-1237  
Hayden, CO 970-276-3781 877-654-1237  
Hobbs, NM 575-393-2148 800-821-6082  
Pueblo, CO 719-544-4433 877-654-1237  
Windsor, CO 970-278-1750 970-848-2911  
Yuma, CO 970-278-1750 877-654-1237

FOR INQUIRES PLEASE  
REFERENCE THIS NUMBER

CUSTOMER QUOTE \* EXPIRES 06/25/23 \* CHARGE \* DOCUMENT 03Q039071

SOLD HUERFANO COUNTY 401 MAIN ST STE 306 81089  
TO WALSENBURG CO 81089  
CUSTOMER NO. 44650  
SHIP TO WILLCALL 03WILLCALL 03WILLCALL  
WILLCALL PUEBLO, CO 81008  
STORE 03  
BILL OF LADING  
ACKNOWLEDGEMENT  
WIC PIECES

ORDERED BY TELEPHONE 719 738 2420 CUST. ORDER NO. INSTRUCTIONS DELIVERY LOCATION SHIP VIA  
SCOTT 719 738 2420 C7 COMPLETE 03WILLCALL WILLCALL

MAKEPIC MODEL SERIAL NO. EQUIP NO. ARRANGEMENT NO. DATE TIME ENT BY REFERENCE NO. PAGE  
AA I C7 OSAP91276 C7 COMPLETE 5/25/23 13:58:28 1

ITEM --- QUANTITY --- PART NUMBER / GROSS  
NO. ORDER SHIP B/O DESCRIPTION LOCATION N/R TR SOS WEIGHT UNIT PRICE EXTD PRICE  
PARTS SALES PERSON: THOMAS RICE - 9737

1 1 1 CR-8813 ENGINE AR 1 QN 000 1425.0 27788.88 27788.88  
1-CD 1 1 CORE DEPOSIT 1 QC 7865.95 7865.95  
TOTAL GROSS WEIGHT OF SHIPPED ITEMS 1425.0  
COMPLETE ENGINE

USD SELL TOTAL 35654.83

Unit # 306  
2006 Peterbilt Rolloff truck

002-43040.51806

if you're not completely satisfied please call 1-833-954-3116 or email us at customerexperience@wagnerequipment.com

OPEN ACCOUNT TERMS: CASH CUSTOMER PAYMENT DUE ON DATE OF INVOICE. TOTAL AMOUNT DUE 10TH OF MONTH FOLLOWING INVOICE DATE. FINANCE CHARGE OF 1 1/2% PER MONTH WHICH IS AN ANNUAL PERCENTAGE RATE OF 18%. WILL BE CHARGED ON PAST DUE INVOICES FREIGHT TERMS ALL PARTS PURCHASED ARE F O B SOURCE AND INCOMING FREIGHT WILL BE CHARGED FROM SOURCE  
RECEIVED BY: DATE: PRINTED NAME: Item 3j.

SEE REVERSE SIDE FOR WAGNER'S PARTS RETURN POLICY.

Wagner Equipment Co. hires EEO/AA/Minorities/Women/Disabled Veterans

FR-5HP126 4/27/00