



BOARD OF COUNTY COMMISSIONERS SPECIAL MEETING AGENDA

September 17, 2024 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 - Road and Bridge Workshop

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.](#) September 10th Meeting Minutes
- [b.](#) Gabriella Jones New Hire Admin
- [c.](#) Abatement 24-18 for Joeseph R. Wintersiek

4. ACTION ITEMS

- [a.](#) Special Event Liquor License for Panadero Ski Corp.
- [b.](#) CTO Marketing Grant Approval to Apply
- [c.](#) Community Center Printer Lease
- [d.](#) Request for Overtime Pay for the Jail

5. 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). **Solano v. Newman Appeal**

6. ADJOURNMENT

7. UPCOMING MEETINGS

- [a.](#) **11:00 AM** - Board of Human Services
- [b.](#) **12:30PM** - Public Works Workshop
- [c.](#) **2:00 PM** - All Staff Meeting



BOARD OF COUNTY COMMISSIONERS REGULAR MEETING MINUTES

September 10, 2024 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 Andreatta called the meeting to order followed by the Pledge of Allegiance. Chairman Andreatta, Commissioner Sporleder, Commissioner Wardell were present

2. AGENDA APPROVAL

Motion to approve the agenda as presented.

Motion made by Commissioner Wardell

Second by Commissioner Sporleder

Voting Yes: Chairman Andreatta, Commissioner Sporleder, Commissioner Wardell

Motion Passes

3. CONSENT AGENDA

Motion to approve the consent agenda as presented.

Motion made by Commissioner Sporleder

Second by Commissioner Wardell

Voting Yes: Chairman Andreatta, Commissioner Sporleder, Commissioner Wardell

Motion Passes

- a. September 3rd BOCC Meeting Minutes.
- b. Jeffrey Schnedler COMP Time Payout.
- c. Krissie Aldretti COMP Time Payout
- d. Spencer Butler COMP Time Payout
- e. Chris Bechaver COMP Time Payout
- f. Edith Trujillo HC SO New Hire
- g. Morgan Vosburgh New Hire HC DHS
- h. Miriam Rodriguez Rehire HC Dispatch

4. PUBLIC COMMENT

Jamie Strickland expressed concerns over the counties response to the Gardner water leak and suggested a few possible solutions for possible future responses. County Administrator Carl Young responded to the concerns and discussed code red.

Charlene Valarde gave an update on the counties \$1,000 grant to La Clinica and how it has been used to assist the senior population and trash clean up.

5. APPOINTMENTS

NONE

6. LAND USE

NONE

7. ACTION ITEMS

a. Resolution #24-38 Amended HC CORA Policy

Motion to approve Resolution #24-38 Amended Huerfano County's CORA Policy increasing the fee.

Motion made by Commissioner Wardell

Second by Commissioner Sporleder

Voting Yes: Chairman Andreatta, Commissioner Sporleder, Commissioner Wardell

Motion Passes

b. September 11, 2024 Vendor Run

Motion to approve September 11th 2024 Vendor run in the amount of \$97,095.63.

Motion made by Commissioner Sporleder

Second by Commissioner Wardell

Voting Yes: Chairman Andreatta, Commissioner Sporleder, Commissioner Wardell

Motion Passes

c. PO # 297 Spatialist

Motion to approve purchase order #297 for Spatialist Inc. in the amount of \$6,000 for the annual property portal fee.

Motion made by Commissioner Wardell

Second by Commissioner Sporleder

Voting Yes: Chairman Andreatta, Commissioner Sporleder, Commissioner Wardell

Motion Passes

d. Region 19 Opioid Board Mini-Grant Agreement

Motion to approve Region 19 Opioid Board Mini-Grant Agreement

Motion made by Commissioner Sporleder

Second by Commissioner Wardell

Voting Yes: Chairman Andreatta, Commissioner Sporleder, Commissioner Wardell

Motion Passes

e. 2025 CCI Legislative Committee Commissioner Designation Form

Motion to appoint Commissioner Sporleder to the CCI legislative committee and Commissioner Wardell as alternate.

Motion made by Commissioner Wardell

Second by Commissioner Sporleder

Voting Yes: Chairman Andreatta, Commissioner Sporleder, Commissioner Wardell

Motion Passes

- f. Statewide Internet Portal Authority Gov Grants Accept Award
Motion to accept Statewide Internet Portal Authority Award in the amount of \$198,440.
Motion made by Commissioner Sporleder
Second by Commissioner Wardell
Voting Yes: Chairman Andreatta, Commissioner Sporleder, Commissioner Wardell
Motion Passes

8. **CORRESPONDENCE**

Carl Young, County Administrator reviewed correspondence with BOCC

- a. CAPP August Monthly Reports
- b. August CWCP Reports
- c. Bulk Water August 2024 Monthly Volume Report
- d. GPID August 2024 Billing Register
- e. GPID August 2024 System Totals Report
- f. Huerfano and Las Animas 4P County Meeting Invite
- g. Airport August Fuel Sales Report
- h. Road and Bridge August Fuel Report

9. **STAFF REPORTS**

- a. County Administrator

Carl Young County Administrator discussed GPID leak issue and thanked those that worked to fix the leak. He also discussed the safety budget process and the Huerfano River Bridge process. It was announced that Huerfano County is looking to fill several vacant seats on several boards. Commissioner Sporleder made condolences to the family of Sandy White a citizen who dedicated years the county and served on several boards.

- b. County Attorney

NONE

10. **EXECUTIVE SESSION**

NONE

11. **ADJOURNMENT**

Motion to adjourn meeting at 10:41 AM

Motion made by Commissioner Wardell

Second by Commissioner Sporleder

Voting Yes: Chairman Andreatta, Commissioner Sporleder, Commissioner Wardell

Motion Passes

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

COMMISSIONERS:

Arica Andreatta, Chairman

Karl Sporleder

Mitchell Wardell

HUERFANO COUNTY

GREEN SHEET/STATUS CHANGE	EFFECTIVE DATE
	9/23/2024
NAME: Gabriella Jones	PAYROLL : 10/11/2024

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

CHANGE	FROM (DOES NOT APPLY TO NEW EMPLOYEE)	TO
JOB TITLE		Administrative Assistant - PT
DEPARTMENT		Administration
HOURS		Part Time
ANNUAL SALARY		
SEMI-MONTHLY SALARY		
HOURLY SALARY		\$18.50
OTHER SALARY		Non-Exempt

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 the Hiring of Gabriella Jones as PT Administrative Assistant for the Department of Administration at a Rate of \$18.50 per Hour.

Elected Official / Department Head Date

Angela Wakeman 09.12.2024

Human Resources Officer Date

Chair, Board of County Commissioners Date

Budget Officer Date

PETITION FOR ABATEMENT OR REFUND OF TAXES

24-10

Item 3c.

County Name HUERFANO

Date Received _____
Use Assessor's or Commissioners Date Stamp

Section I: Petitioner: please complete Section I only

Date: July 08 2024
Month DAY Year

Petitioner's Name: Joseph R. Wintersieck
Petitioner's mailing address: 112 N Harrison Avenue
Walsenburg CO 81059
City or Town State Zip Code

SCHEDULE OR PARCEL NUMBER(S) 43150
PROPERTY ADDRESS OR LEGAL DESCRIPTION OF PROPERTY LS 19-20-21-22-23-24, B 32, CAPITAL HILL ADD

Petitioner requests an abatement or refund of the appropriate taxes and states that the taxes assessed against the property for the property tax year 2023 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.)

overvaluation

Petitioner's estimate of value \$ 35,100 (2023)
Value Year

I declare, under penalty of perjury in the second degree, that this petition, together with any accompany 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.

Joseph R. Wintersieck
Petitioner's Signature

Daytime Phone Number 719-989-0747
Email swintersieck@gmail.com

BY _____
Agent's Signature *

Daytime Phone Number _____
Email _____

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

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			
	Actual	Assessed Value		Tax
Original	<u>60,750</u>	<u>16,949</u>		<u>1463.96</u>
Corrected	<u>23,692</u>	<u>6610</u>		<u>570.93</u>
Abate/Refund	<u>37058</u>	<u>10339</u>		<u>893.03</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: 23 Protest? No Yes (if a protest was filed, please attach a copy of NOD.)

Assessor recommends denial for the following reason(s):

Elisha Meadows
Assessor's or Deputy Assessor's Signature

APPLICATION FOR A SPECIAL EVENTS PERMIT			Department Use Only
IN ORDER TO QUALIFY FOR A SPECIAL EVENTS PERMIT, YOU MUST BE NONPROFIT AND ONE OF THE FOLLOWING (See back for details.) SOCIAL _____ FRATERNAL _____ PATRIOTIC _____ POLITICAL _____ ATHLETIC <input checked="" type="checkbox"/> _____ CHARTERED BRANCH, LODGE OR CHAPTER OF A NATIONAL ORGANIZATION OR SOCIETY _____ RELIGIOUS INSTITUTION _____ PHILANTHROPIC INSTITUTION _____ POLITICAL CANDIDATE _____ MUNICIPALITY OWNING ARTS FACILITIES _____			
TYPE OF SPECIAL EVENT APPLICANT IS APPLYING FOR: MALT, VINOUS AND SPIRITUOUS LIQUOR \$100.00 PER DAY _____ FERMENTED MALT BEVERAGE (3.2 Beer) \$100.00 PER DAY <input checked="" type="checkbox"/>		DO NOT WRITE IN THIS SPACE LIQUOR PERMIT NUMBER	
1. NAME OF APPLICANT ORGANIZATION OR POLITICAL CANDIDATE Panadero Ski Cororation			State Sales Tax Number (Required)
2. MAILING ADDRESS OF ORGANIZATION OR POLITICAL CANDIDATE (include street, city/town and ZIP) PO Box 983 La Veta, CO 81055		3. ADDRESS OF PLACE TO HAVE SPECIAL EVENT (include street, city/town and ZIP) 1234 Panadero Ave Cuchara, CO 81055	
NAME	DOB	HOME ADDRESS (Street, City, State, ZIP)	PHONE NUMBER
4. PRES./SECY OF ORG. or POLITICAL CANDIDATE Ken Clayton	[REDACTED] 68	[REDACTED] Cuchara, CO 81055	[REDACTED]
5. EVENT MANAGER Ken Clayton			
6. HAS APPLICANT ORGANIZATION OR POLITICAL CANDIDATE BEEN ISSUED A SPECIAL EVENT PERMIT THIS CALENDAR YEAR? NO <input checked="" type="checkbox"/> YES <input type="checkbox"/> HOW MANY DAYS? _____		7. IS PREMISES NOW LICENSED UNDER STATE LIQUOR OR BEER CODE? NO <input checked="" type="checkbox"/> YES <input type="checkbox"/> TO WHOM? _____	
8. DOES THE APPLICANT HAVE POSSESSION OR WRITTEN PERMISSION FOR THE USE OF THE PREMISES TO BE LICENSED? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>			
LIST BELOW THE EXACT DATE(S) FOR WHICH APPLICATION IS BEING MADE FOR PERMIT			
Date <u>9/29/24</u> Hours From <u>12 P.</u> To <u>8 P.</u> m.	Date _____ Hours From _____ m. To _____ m.	Date _____ Hours From _____ m. To _____ m.	Date _____ Hours From _____ m. To _____ m.
OATH OF APPLICANT			
I declare under penalty of perjury in the second degree that I have read the foregoing application and all attachments thereto, and that all information therein is true, correct, and complete to the best of my knowledge.			
SIGNATURE Ken Clayton		TITLE Treasurer	DATE 8/29/24
REPORT AND APPROVAL OF LOCAL LICENSING AUTHORITY			
The foregoing application has been examined and the premises, business conducted and character of the applicant is satisfactory, and we do report that such permit, if granted, will comply with the provisions of Title 12, Article 48, C.R.S., as amended.			
THEREFORE, THIS APPLICATION IS APPROVED.			
HUERFANO COUNTY LOCAL LICENSING AUTHORITY		TELEPHONE NUMBER OF/COUNTY CLERK 719-738-3000 x 220	
SIGNATURE		TITLE	DATE
DO NOT WRITE IN THIS SPACE - FOR LOCAL LICENSING AUTHORITY USE ONLY			
LIABILITY INFORMATION			
License Account Number	Liability Date	State	
		-750 (999)	TOTAL •\$

Huerfano County Tourism Board
401 Main St Walsenburg, CO 81089



Colorado Tourism Office
Elizabeth O’Rear, Director of Grants & Funding
1600 Broadway Suite 2500
Denver, CO 80202

September 9, 2024

Re: Huerfano County Tourism Board 2025 CTO Marketing Grant Application

Dear Elizabeth O’Rear

We are writing to express our interest in applying for the 2025 Colorado Tourism Marketing Grant on behalf of the Huerfano County Tourism Board. We are excited to present a project that aligns with the goals of the grant, aimed at promoting the unique cultural, geological, and recreational features of our region.

Our proposed project is a comprehensive three-day film shoot designed to capture the essence of Huerfano County’s distinctive landscapes and attractions. The footage will showcase key points of interest, including the Scenic Highway of Legends, Cuchara Mountain Park, and our partnerships with local lodging providers. In addition, we plan to incorporate visual content from existing initiatives such as the TravelStorys audio tours and the Gravel Adventure Field Guide, further enhancing the narrative we aim to create around Huerfano County’s tourism offerings. To elevate the production quality, we intend to employ drone footage of our dramatic landscapes and time-lapse imagery of our starry night skies, a hallmark of the vast, untouched wilderness that defines our region. These cinematic elements will highlight the sense of discovery and adventure that attracts visitors to Huerfano County.

The final product will include high-quality video and audio assets that can be utilized for marketing campaigns beginning in the Fall of 2025, with the goal of reaching both end-of-year travelers and early planners. These assets will serve as a valuable resource not only for 2025 and 2026 promotional efforts but also for many years to come. We will make sure that all talent is inclusive showcasing a variety of different backgrounds and abilities, as well as highlight the seven “Leave No Trace” principles to be used in any future sustainable tourism marketing efforts.

We believe this project will significantly contribute to promoting Huerfano County as a premier destination within Colorado, and we are eager to partner with your organization to make this vision a reality. We appreciate your consideration of our application, and we welcome any opportunity to provide additional information or clarification. Thank you for your time and support.

Sincerely,

DocuSigned by:
Sarah Jardis
850CB0AA598D4AD...

Sarah Jardis
Board President
Huerfano County Tourism Board

DocuSigned by:
Robert Gilbert
6F3CB4B427E84C5...

Robert Gilbert
Management Fellow/Tourism Director
Huerfano County Tourism Board



MEMORANDUM

MEETING TYPE: BOCC
MEETING DATE: September 17, 2024
ITEM NAME: CTO Marketing Grant Application Approval Ratification
SUBMITTED BY: Robert Gilbert, Management Fellow

SUMMARY: The Huerfano County Tourism Board (HCTB) has applied for a 2025 Colorado Tourism Office Marketing grant totaling \$45,112 with a local match of \$15,127.34, which HCTB has allocated in its proposed 2025 budget and is able to cover in full. HCTB funding is provided by lodging tax revenues. As the CTO grant application deadline was before this meeting, HCTB approved proceeding with the grant application but is seeking BOCC ratification of the submitted application.

RECOMMENDATION: Motion to ratify Huerfano County Tourism Board’s application for a 2025 Colorado Tourism Office Marketing Grant in the amount of \$45,112 for the purpose of new audiovisual marketing materials supporting the County’s tourism industry, with the understanding that the Tourism Board will provide the local match of \$15,127.34 in full through its 2025 budget.

BACKGROUND: Huerfano County Tourism Board is pursuing a 2025 Colorado Tourism Office Marketing Grant for the purpose of creating new audiovisual materials for campaigns in 2025 and beyond. This will be accomplished through a 3-day professional videography & photography shoot highlighting points of interest throughout Huerfano County, a stargazing timelapse video featuring the Spanish Peaks, and supporting industry sectors such as gravel and mountain biking as well as historical, arts & culture, and geological tourism, among others.

BOARD ACTION TAKEN:

APPROVED

DENIED

OTHER

SIGNATURE OF THE CHAIR: _____

NOTES:

[News \(/news\)](#)[Contact \(/about/contact\)](#)[Staff Directory \(/staff\)](#)[COVID-19 Support \(/covid19\)](#)

Select Language



COLORADO

Office of Economic Development & International Trade^(L)

[Home \(L\)](#) [Programs and Funding \(/programs-and-funding\)](#) [Grants \(/programs-and-funding?Programs%5B0%5D=i+am+looking+for+%3AGrants\)](#)
[Tourism Marketing Grant \(L\)](#)

Tourism Marketing Grant

Grant Summary

The Tourism Marketing Grant provides funding to support tourism marketing campaigns and initiatives.

The minimum funding request is \$2,500 and the maximum is \$50,000. Matching funds are required, and based on funding request as outlined below:

- \$50,000 - \$20,001 - 2:1 funding match required
 - For every \$1 the qualifying grantee allocates to the proposed project, the Colorado Tourism Office will provide \$2 in matching funds. For example, if your total project budget is \$60,000, you can request a \$40,000 grant and you will need to provide the remaining \$20,000 as a cash match.
- \$20,000 - \$2,500 - 4:1 funding match required
 - For every \$1 the qualifying grantee allocates to the proposed project, the Colorado Tourism Office will provide \$4 in matching funds. For example, if your total project budget is \$12,500, you can request a \$10,000 grant and you will need to provide the remaining \$2,500 as a cash match.

Grant goals are to:

- Build a robust tourism economy and advance the state's competitive position through promotion and support for industry partners across the state
- Strengthen the tourism industry and our state through support for responsible travel and destination stewardship campaigns
- Advance inclusiveness and pursue ways that Colorado can share a welcoming experience for all travelers
- Maximize the economic return on public and private investments in Colorado by leveraging funds to optimize marketing impact

[Register for an informational webinar](#) on Tuesday, July 16 at 11a.m. to learn about grant guidelines, eligibility and requirements, as well as grant updates.

Tourism Marketing Grant applications are being accepted through 4 p.m. (MST) September 10, 2024.

Overview

Type: Grant

For: Nonprofit Colorado destination organizations, nonprofit tourism leadership organizations, nonprofit tourism industry associations, and government entities

Amount: \$2,500 to \$50,000 per application

Application period: July to September

OEDIT division: [Colorado Tourism Office \(/colorado-tourism-office\)](#)

Expand All

▼ Eligibility

Eligible Colorado applicants include:

- Nonprofit Colorado destination organizations
 - Recipients of jurisdictional lodging taxes, such as:
 - Destination marketing organizations
 - Lodging tax boards, committees, or panels
 - Other nonprofit tourism leadership organizations that are responsible for promoting tourism on behalf of a destination, such as:
 - Chambers of commerce or chamber resort associations
- Colorado tourism industry associations
 - Registered nonprofit trade organizations that represent a collection of tourism businesses within one or more tourism-related business sectors
- Government entities in Colorado (federally recognized tribes, state entities and local governments) engaged in tourism promotion

Ineligible applicants include:

- For-profit organizations
- Individual attractions, museums, or businesses
- Nonprofit trade organizations that do not represent tourism-related business sectors or that provide services only to individuals, though critically important, are not the intended recipients of these programs

Other considerations include:

- Only one application can be submitted for an individual destination
 - Multiple organizations within a single destination should collaborate on a single grant application
- Only one application can be submitted per applicant unless prior approval is provided. Lead applicants can be a partner in a separate application.
- Applicants that failed to fulfill Colorado Tourism Office grant award requirements within the past twelve (12) months may be deemed ineligible.

▼ Eligible projects

Eligible projects must be new marketing initiatives. Grants will not be awarded to fund existing marketing efforts unless the funds are for new initiatives or outcomes or you are expanding the program into new markets or media.

Eligible activities:

- Creative executions specific to the marketing and promotional campaign:
 - Creative advertising production (print, digital, out-of-home, video, social, television, OTT streaming, and radio)
 - Content development (written, video, or audio)
 - Photography
 - Videography and post-production video editing
 - Campaign landing page or microsite
 - Audio development (radio, OTT streaming etc.)
 - Marketing collateral (print and digital brochures, visitor guides, posters, and maps)
 - Fulfillment costs
 - Promotional items (Promotional items must support the grant program goals and contain clear branding such as a call to action (CTA) or logo that features the grant recipient's destination or organization.)
- Marketing executions specific to the marketing and promotional campaign:
 - Media placement (print, digital, out-of-home, television, social, OTT streaming, and radio)
 - Social media initiatives
 - Influencer programs
 - Public relations initiatives
 - Search engine marketing (SEM) initiatives (SEO/paid search)
 - Crowdriff Stories
 - Email newsletter development and distribution
- Tourism marketing research and data
 - Consumer focused market research
 - Visitor profile studies

- Inclusive marketing audit
- Digital audit
- Tourism marketing strategy
 - Inclusive marketing strategy or audit plan
 - Digital marketing strategy
- Trade shows
 - Registration and booth rental fees
 - Airfare/lodging expenses (up to 10% of the project budget)
- Website development, refresh, or restructure
 - Website search engine optimization
 - Website useability, mobile and guest experience
 - Website accessibility
- Other approved projects

Ineligible use of funds:

- Funding can not be used as a match for existing or future opportunities
- CTO advertising including co-op marketing opportunities (see Conditions of Funding for additional details)
- General administrative costs such as personnel costs, office supplies, website maintenance costs
- Grant writing or grant management costs
- Items for resale and gift cards
- Travel expenses, except for trade show attendance, as specified above
- Food or alcoholic beverages
- Tourism-related projects that develop, enhance, or manage visitor experience in Colorado (see [Tourism Management Grant \(https://oedit.colorado.gov/tourism-management-grant\)](https://oedit.colorado.gov/tourism-management-grant))

The applicant can financially match the project cost at a higher amount if the cost exceeds grant dollar limitations.

▼ How to apply

Applications are now being accepted. Please sign up for the [Colorado Tourism Office \(https://oedit.colorado.gov/governors-tourism-conference-professional-scholarship#newsletter\)](https://oedit.colorado.gov/governors-tourism-conference-professional-scholarship#newsletter), email updates.

Apply through the [OEDIT online portal \(https://oedit.secure.force.com/oedit/\)](https://oedit.secure.force.com/oedit/) by 4pm on Tuesday, September 10, 2024.

Although not required, applicants are encouraged to [submit a brief LOI](#) before completing a full application so that CTO staff can learn more about the proposed project and what the destination or tourism industry sector hopes to achieve through grant funding.

The application process is as follows:

1. Verify your eligibility by reading through the guidelines carefully.
2. Prepare your application materials by filling out this [Tourism Marketing Grant Application Materials](#) (PDF). This document includes all application questions.
3. Log in to the [OEDIT online portal](#) and submit your complete application in the online portal. [Review the instructions for how to navigate the online portal](#).
4. Applications will be reviewed.
5. Status notification eight weeks after the application closes.

Supporting documents

You will need to provide:

- Completed [Tourism Marketing Grant Financial Worksheet](#) (XLS Download)
- A [detailed timeline](#) (XLS Download) that includes all milestones and deliverables
- Letter(s) of commitment showing evidence of required cash match - matching dollars may not come from the State's General Fund, Federal funds, Colorado Tourism Office funds, OEDIT funds, or other grant funds. Letter(s) of commitment must be on official letterhead and state the amount of cash committed by the organization
- Project support letters - all grant applications need to include at least two letters of support from community partners or tourism industry partners in the community (other than the applicant) that will benefit from the results of the project

Additionally, nonprofit entities must provide:



Contract Acknowledgement in lieu of Purchase Order

I, Anthony Luginbill, as an authorized agent of Huerfano County am making
(Purchasing Agent Name) *(Agency Name)*
the attached ***purchase / lease / rental*** as specified in agreement NASPO #187646 under the
(circle procurement type) *(Purchase Agreement Number)*
terms and conditions of State/Association Contract Number State of Colorado #192348.
(State/Association Contract Number)

Signature

Title

Date

EXHIBIT 6 – CANON EQUIPMENT LEASE AND RENTAL FORM
STATE OF COLORADO
EQUIPMENT LEASE AND RENTAL FORM

Canon Financial Services, Inc.
14904 Collections Center Drive
Chicago, Illinois 60693

NASPO ValuePoint Master Agreement Number: 187646
State of Colorado Price Agreement Number: 192348

CUSTOMER INFORMATION	Full Legal Name					Phone Number				
	Huerfano County					719-738-3000				
	Billing Address					Purchase Order/Requisition Number:				
	401 Main Street Suite 201									
City			State		Zip		Send Invoice to Attention of:			
Walsenburg			Colorado		81089					
EQUIPMENT INFORMATION	Quantity	Equipment Make	Model No.	Serial Number	Description w/Accessories (attach Schedule if necessary)					
	1	Canon	IR DX C359if		Canon IR Advance DX C359if MFP					
					Cassette Feeding Unit					
Equipment Location (if different than billing)					City	State	Zip			
Community Center 928 Russell St, Walsenburg, CO 81089										
PAYMENT INFORMATION	Term: 60	<input checked="" type="checkbox"/> New <input type="checkbox"/> Coterminous		If Coterminous, Original Purchase Order/Req Number: _____						
	Lease or Rental Type:		<input checked="" type="checkbox"/> Operational Lease <input type="checkbox"/> Cancellable Rental							
	Does this Lease include an upgrade/downgrade?			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		If Yes, Amount: \$ _____ (Attach Schedule with Equipment information)				
	Term in Months	Equipment Payment	PLUS	Maintenance Payment	EQUALS	Total Payment	B&W Impressions		Color Impressions	
	60	\$54.08		\$16.00		\$70.08	Monthly Copy Allowance	Overage Rate	Monthly Copy Allowance	Overage Rate
					200	.0143	200	.086		
<input type="checkbox"/> Canon USA, Inc. Leasing and Rental information, including Terms & Conditions, are in the State of Colorado Price Agreement. <input type="checkbox"/> The State of Colorado Central Services user fee of \$.0010 per impression will be billed separately.										
AUTHORIZED CUSTOMER SIGNATURE	_____ Anthony Luginbill _____ Printed Name				ACCEPTED BY CANON FINANCIAL SERVICES, INC.	_____ Printed Name				
	_____ Title					_____ Title				
	_____ Signature					_____ Signature				
	_____ Date					_____ Date				

Send Payments to:
Canon Financial Services, Inc.
14904 Collections Center Drive
Chicago, IL 60693



Huerfano County Sheriff's Office
Sheriff Bruce Newman
500 South Albert Street, Walsenburg Colorado 81089
Phone: 719-738-1600

September 10, 2024

Board of County Commissioners
Carl Young County Administrator
401 Main Street
Walsenburg, CO 81089

Dear Sir's and Madam,

I, Sheriff Newman, would like to request that Detention Staff be paid out overtime starting on September 8, 2024 through September 8, 2025, unless Detention comes to full staff before this time. Should our staff count not increase, I may be asking for an extension on the payout of overtime. Thank you in advance for your consideration of overtime pay.

Regards,

A handwritten signature in black ink, appearing to read "Bruce Newman".

Bruce Newman, Sheriff