

**Huerfano County Human Resource Department**  
**401 Main Street, Suite 310**  
**Walsenburg, CO 81089**  
**(719) 738-3000, Ext 205**



**April 24, 2024**

James Sharpe

RE: Seasonal Contract Position – Fiesta Park

Effective May 13, 2023 through October 31, 2023 James Sharpe will perform the duties involved in the Seasonal Grounds Maintenance work of the facilities known as “Fiesta Park” under the satisfaction and guidance of the Board of County Commissioners.

The duties will include but are not limited to the care and maintenance of the grounds and facilities at the park to include cleaning the restrooms, removing trash from receptacles, all lawn and ball- park care and maintenance.

This will be a Seasonal Contract position paid at a rate of \$1,000.00 per month. Partial months will be pro-rated accordingly. All time required to perform these duties are inclusive in the rate stated above.

You will be required to submit a completed W9 to the Finance office and the payments will be reported as income at the end of the year.

Your signature on this letter confirms your acceptance of the above outlined agreement.

James T. Sharpe  
Printed Name

James T. Sharpe  
Signature: James Sharpe

4-24-24  
Date Signed

**PURCHASE ORDER**  
**Huerfano County**

Purchase Order#: 243

Purchase OrderDate: 5/3/2024

Vendor: **James T Sharpe / 8448**  
**625 Kansas Ave**  
**Walsenburg, CO 81089**

Ship To: 401 Main Street -  
Walsenburg CO, 81089

**Order Description:**

DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL COST	LEDGER
Seasonal Contract Position for Fiesta Park 6 months May 2024 thru Oct 2024	1	\$6,000.00	\$6,000.00	050-47100-51342
TOTAL:			\$6,000.00	

**NOTES:**

Opened PO on 5-3-24. Seasonal Contract Position for Fiesta Park 6 months May 2024 thru Oct 2024

**APPROVALS:**

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

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

CONTRACT FOR SERVICES AGREEMENT  
Parks and Recreation Seasonal Labor

This Agreement, entered into this **7<sup>th</sup> Day of May 2024**, by and between the County of Huerfano, Colorado, whose address is 401 Main Street, Suite 201, Walsenburg, CO 81089, hereinafter referred to as the "County" and **James Sharpe** whose address is 625 Kansas Avenue, Walsenburg, CO 81089, hereinafter referred to as "Contractor".

WHEREAS, the County requires the services of a Parks and Recreation Seasonal Labor Contractor; and,

WHEREAS, the Contractor desires to contract for such services.

NOW, THEREFORE, the parties mutually agree, promise, stipulate, and covenant as follows:

1. The County does hereby agree to contract with the Contractor to do and perform the acts and services hereinafter more specifically set out, on the terms and conditions hereinafter enumerated for period commencing on the **13<sup>th</sup> day of May 2024** until the **31<sup>st</sup> day of October 2024**.
2. The Contractor shall do, perform and carry out, in a satisfactory and proper manner, as determined by the Board of County Commissioners, all elements of work as indicated below:
  - a. Care and Maintenance of the grounds and facilities at Fiesta Park, including cleaning the restrooms, removing trash from receptacles, and lawn and ballpark care and maintenance.
3. Huerfano County agrees to pay the Contractor **\$1000 per month** in consideration of the described work elements above. Partial months will be pro-rated at a rate of **\$32.26** per day.
4. It is understood by the parties that the Contractor will provide all materials, supplies, and equipment necessary to carry out the elements of work listed above. However, the Contractor may utilize County equipment and supplies with prior approval.
5. The parties intend that an independent contractor relationship is created by this agreement. The County is only interested in the results to be achieved and the conduct and control of the work will lie solely with the Contractor.
6. The work to be performed under this contract will be performed entirely at the Contractor's risk and Contractor assumes all responsibility for the condition of tools and equipment used in the performance of this contract. The Contractor agrees to indemnify the County for any and all liability or loss arising in any way out of the performance of this contract.
7. This contractual agreement constitutes the entire agreement and understanding between the parties hereto and it shall not be considered modified, altered, changed, or amended in any respect until in writing and designed by both parties.
8. This contractual agreement may be terminated by either party in writing with thirty (30) days written notice sent to the address as provided therein by United States Mail, postage prepaid.

IN WITNESS WHEREOF, the parties hereto have executed this Contract for Services Agreement to signify their acceptance of all the terms and conditions stated above, to be effective as of the Effective Date, regardless of the date of actual signature

By: \_\_\_\_\_

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

Name: John Galusha

Title: Chairman, Board of County Commissioners

ATTEST:

By: \_\_\_\_\_

County Clerk and Recorder

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By: \_\_\_\_\_

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

Name: James Sharpe