



MEMORANDUM

MEETING TYPE: BOCC
MEETING DATE: August 22, 2023
ITEM NAME: Art Martinez Contract
SUBMITTED BY: Angela Wakeman, HR
SUMMARY: Art Martinez Contract
RECOMMENDATION: Motion to approve the contract for Art Martinez – Utility Position for Parks & Recreation
BACKGROUND: Parks & Recreation needs help with 611 Gym Project and other tasks and projects from time to time.

BOARD ACTION TAKEN:

APPROVED

DENIED

OTHER

SIGNATURE OF THE CHAIR: _____

NOTES:

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



August 18, 2023

Arthur Martinez – Contract Position – Parks & Recreation Utility Worker

Effective August 28, 2023 through December 31, 2023 Arthur Martinez will perform the duties involved in the Utility position for the Parks & Recreation Department under the satisfaction and guidance of the Board of County Commissioners.

The duties include, but are not limited to, the care and maintenance of County owned and leased Parks and Community Centers, fitness center maintenance, splitting of wood for Leap Wood and other duties as assigned.

This contracted position will pay \$15.00/hr, will end on December 31, 2023 and the number of hours will be as needed and requested by the Huerfano County Parks & Recreation Director. The worked hours will be recorded and submitted to the Parks & Recreation Direction on the 15th of each month.

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.

Should you have any additional questions, please contact me at (719) 738-3000, Ext. 205.

Sincerely,

Angela Wakeman
HR Officer

Arthur Martinez (Printed)

Date

Arthur Martinez (Signed)