



Rob Oquist - Commissioner Dist. 1
Tim Knabenshue - Commissioner Dist. 2
Jim Baldwin - Commissioner Dist. 3
Kaysie Schmidt - County Administrator
Rose Pugliese – Interim County Attorney

Otero County Board of Commissioners

AGENDA November 24, 2025

1. Opening Prayer
2. Pledge of Allegiance
3. Call to Order
4. Public Comment (limit of 3 minutes)
5. Presentations
 - a. Recognize Recipients of the Behavioral Health Administration Community Champion Award
6. Consent Agenda. *The Chair will remove any Consent Agenda item upon request by any Commissioner or assigned staff. Items removed upon request will be considered separately by the Board immediately following the action on the remaining Consent Agenda, to be continued to another meeting date, or handled in a manner otherwise determined at the discretion of the Board.*
 - a. Approval of Minutes
 - b. Approval of Bills & Payroll
 - c. Department of Human Services Financial Report Ending October 31, 2025
7. Old Business
8. New Business
 - a. USDA Cooperative Service Agreement Wildlife Services
 - b. Retail Tobacco License Renewal – Bauserman’s Market, Lyn Scott
 - c. Retail Liquor License Renewal – Loaf N Jug, Lyn Scott
9. Departmental Reports
 - a. Sales Tax Report
10. Commissioners’ Report
11. Discussion
12. Announcements
 - a. Request for Proposals (RFP) – Otero County Road & Bridge Facilities Post Fire Redevelopment for shop, office, and storage facilities released November 24, 2025. The

RFP document will be posted on the County website and available in the Commissioners' Office. The submission deadline is January 29, 2026.

- b. Otero County offices and Landfill will be closed on Thursday, November 27th, and Friday, November 28th, and Saturday, November 29th, in observance of the Thanksgiving Holiday.
- c. Final Budget Presentation – December 8th, 2025, at the 1:30 Public Hearing



November 10th, 2025

The Board of County Commissioners now meets pursuant to adjournment.

Present:	Rob Oquist	Chairman
	Tim Knabenshue	Commissioner
	Jim Baldwin	Commissioner
	Kaysie Schmidt	Administrator
	Lynda Scott	Clerk

Guests in attendance in person: Jennifer Rife, Tommie Chambers, Valerie Covington, Bette McFarren, Nancy Harrington, Mike Harrington, Crystal Minor, Adrian Hart, Scott Smith, Grant Jobe, Hope Jobe, Sapphire Jobe, Jessie Jobe, Israel Jobe, Archimedes Jobe, Michael Jobe, Benjamin Jobe, Hosanna Jobe, Patricia Jenkins, Chad Penner, Lynn Graves, Makaila Grasmick, Danelle Berg, Les Fellows, Enrique Guzman, Cole Smith, Gayleen Springer, Lex Nichols, Amy Palomino, and Tina Osburn.

Guests on Zoom: Christopher Olney.

Chr. Oquist asked everyone to stand for Prayer and the Pledge of Allegiance.

Chr. Oquist called the regular meeting to order.

The 2025 Employee Appreciation Day was presented by Admin. Kaysie Schmidt, Chr. Rob Oquist, Co. Tim Knabenshue, and Co. Jim Baldwin. Cumulatively this group has 325 years of dedication to Otero County.

5 years: Crystal Minor, Dillen Roath, Nadine Carrillo-Mendoza, Grant Jobe, and Jade Mora-Menges.
10 years: Darla Miller, Lisa Conty, Les Fellows, Patricia Jenkins, and Hannah Fasick.
15 years: Tommie Chambers, and Amy Palomino.
25 years: Terri Fagan, Charles Mitchell, Valerie Covington, and Richard Ritter.
35 years: Gayleen Springer.
40 years: Lynn Graves.
45 years: Scott Smith.

Chr. Oquist called for approval of the consent agenda. The agenda includes approval of the minutes from October 27th, 2025, bills and payroll for October 1st through October 31st, 2025, and approval of Minutes for the 10/27/2025 1041 Public Meeting and the 11/3/2025 Special Public Meeting. Co. Baldwin motioned to approve the consent agenda. Co. Knabenshue seconded. Motion carried.

Danelle Berg presented the Community Development Block Grant (CDBG) Additional Funding. Otero County used the block grant money to bring new businesses into our area. Ms. Berg is requesting to be approved to send a letter asking for more funding. Co. Knabenshue motioned to approve the letter. Co. Baldwin seconded. Motion carried.

Co. Knabenshue mentioned that he attended the E911 meeting last week where they mainly talked about consolidation. He also attended more budgetary meetings with discussions ongoing.

Chr. Oquist mentioned that he attended Colorado County Incorporated (CCI) meetings where the main discussion was on water and the best way to deal with it. Both Chr. Oquist and Co. Knabenshue attended the courthouse security meeting.

Admin. Schmidt announced that the Otero County offices and Landfill will be closed on Tuesday, November 11, 2025, in observance of Veteran's Day, and the Final Budget Presentation will be December 8, 2025, at 1:30pm.

With no further business, the Board adjourned the meeting.

Next meeting will be Monday, November 24th, 2025, at 1:30 pm.

Clerk

Chairman

OTERO COUNTY PAYMENTS
NOVEMBER 1 THROUGH NOVEMBER 15, 2025

Check #	Vendor	Description	Department	Amount
130956	A CUT ABOVE PEST CONTROL, LLC	MAINTENANCE CONTRACTS	LAND USE/JAIL/G&B	199.00
130957	ACM DIESEL, LLC	PARTS/SERVICE	R&B	3,260.63
130958	AMANDA LECK	OMBUDSMAN ACTIVITIES SERV	AAA	589.36
130959	NAME REDACTED	FSSP CLIENT SUPPORT	FSSP	3,120.00
130960	ARK VALLEY VISION CARE, LLC	MATERIAL AID	AAA	250.00
130961	ARKANSAS VALLEY COOP	PARTS/SERVICE	R&B	473.20
130962	BLACK HILLS ENERGY	UTILITIES	VARIOUS	1,415.51
130963	BRIGITTE BROWN	TRAVEL	ADULT SERVICES	558.44
130964	CITY OF LA JUNTA	SECOR	HEALTH	500.00
130965	CITY OF LA JUNTA - UTILITIES	UTILITIES	SHERIFF/JAIL	4,348.09
130966	CITY OF LAMAR	AAA GENERAL FUND	AAA	10,179.76
130967	COLORADO BUREAU OF INVESTIGATION	POST PRINTS / OJC LAW ACADEMY	SHERIFF	432.50
130968	CONSULTING WITH A HART LLC	MISCELLANEOUS	R&B	150.00
130969	COUNTRY CHIROPRACTIC, PC	DRUG TESTING & DOT PHYSICALS	R&B	150.00
130970	CROWLEY COUNTY COMMISSIONERS	CROWLEY COUNTY	AAA	586.86
130971	EL PASO COUNTY CORONER	AUTOPSY	CORONER	8,000.00
130972	FADE TO BLACK WINDOW TINTING	VEHICLE REPAIRS/MAINTENANCE	EMERGENCY MGMT	450.00
130973	FP MAILING SOLUTIONS	POSTAGE, BOX RENT, ETC	SHERIFF	289.80
130974	GOBIN'S INC	MAINTENANCE CONTRACTS	CLERK/HEALTH/R&B	281.90
130975	GRAPHIC DESIGNS UNLIMITED	DUES & MEETINGS	R&B	282.00
130976	GREAT AMERICA LEASING CORP.	MAINTENANCE CONTRACTS	ASSESSOR	145.22
130977	GRIZZLY TIRE AND AUTO LLC	PARTS/SERVICE	R&B	120.00
130978	INDUSTRIAL HEALTH SERVICE, INC	PRE-EMPLOYMENT COSTS	SHERIFF/JAIL/SEP	193.60
130979	JIMMY'S METAL WORKS, LLC	CATTLE GUARDS	R&B	3,886.80
130980	JOSH BROTHERS DENTALPLLC	MEDICAL SERVICES	JAIL	97.11
130981	KIMBALL MIDWEST	PARTS/SERVICE	R&B	485.02
130982	LA JUNTA TRADING COMPANY, INC	BUILDING MAINT/REPAIRS	G&B/R&B/JAIL	1,130.56
130983	LA POLICE GEAR, INC	UNIFORMS	SHERIFF	65.28
130984	LEONARD TAFOYA	TRAVEL	ADULT SERVICES	660.30
130985	MARTIN PIPE & STEEL, INC	PARTS/SERVICE	R&B	522.36
130986	MIGUEL A ESTRADA-HURTADO	BLDG UTIL/MAINT - RF	HEALTH	50.00
130987	OFFICE DEPOT, INC	OFFICE SUPPLIES	SHERIFF/HEALTH	207.33
130988	O'REILLY AUTO PARTS	REPAIR/MAINT-MOTOR VEHICLES	SHERIFF/R&B	826.02
130989	OTERO COLLEGE	STEPP GRANT	HEALTH	500.00
130990	OTERO COUNTY ROAD & BRIDGE	VEHICLE REPAIRS/MAINTENANCE	SHERIFF/EMERGENCY MGMT	137.72
130991	OTERO COUNTY SHERIFF DEPT -PETTY CASH	OFFICE SUPPLIES/UNIFORMS	SHERIFF/TRANSPORT	54.31
130992	OTERO COUNTY SOCIAL SERVICES	SALARIES/OPERATING	ADULT SERVICES	7,965.42
130993	OTERO TRUE VALUE	PARTS/SERVICE	R&B	89.41
130994	PRIMO BRANDS	MISCELLANEOUS	TREASURER/ADMIN	209.15
130995	ROCKY FORD AUTO PARTS	PARTS/SERVICE	R&B	30.07
130996	ROCKY FORD DAILY GAZETTE	OPERATING SUPPLIES	ASSESSOR/HEALTH	180.00
130997	ROLL RITE	PARTS/SERVICE	R&B	267.66
130998	RUSLER IMPLEMENT CO	PARTS/SERVICE	R&B	562.33
130999	SAFETY-KLEEN SYSTEMS, INC	PARTS/SERVICE	R&B	143.46
131000	SECED	SPECIAL PROJECTS	ADMIN	4,000.00
131001	SECOM	SECOR	HEALTH	105.40
131002	SHARON JONES	TRAVEL	TREASURER	142.36
131003	SHRED AMERICA COLORADO	DOCUMENT SHREDDING	VARIOUS	71.96
131004	SNO-WHITE LINEN & UNIFORM RENTAL	PARTS/SERVICE	R&B	166.42
131005	SOUTHERN TIRE MART LLC	BATTERIES, TIRES, TUBES, ETC	SHERIFF	686.48
131006	STAY SOBER, LLC	JAIL BASED SERVICES (JBBS)	STATE GRANTS	9,500.00
131007	SUTHERLAND LUMBER CO.	SHOP MAINTENANCE	R&B	229.42
131008	SUTHERLAND LUMBER CO.	BUILDING MAINT/REPAIRS	G&B/SHERIFF	536.33
131009	TASCOSA OFFICE MACHINES, INC	MAINTENANCE CONTRACTS	TREASURER	15.96
131010	TERESA GOMEZ	OPERATING SUPPLIES	SEP	35.71
131011	THOMSON REUTERS - WEST	SOFTWARE/HARDWARE RENTAL	SHERIFF	414.88
131012	TOWN OF FOWLER	UTILITIES	R&B	105.48
131013	TOWN OF SWINK	UTILITIES	R&B	121.32
131014	TRANE COMPANY	BUILDING MAINT/REPAIRS	G&B	3,679.40

Check #	Vendor	Description	Department	Amount
131015	TRIAD COMPUTER SERVICES, INC	SOFTWARE/HARDWARE RENTAL	SHERIFF	126.00
131016	TRIPLE T AUTO PARTS	PARTS/SERVICE	R&B	181.65
131017	UNITED COMPANIES	ROAD OIL	R&B	1,677.40
131018	VALLEY AUTO PARTS, INC	PARTS/SERVICE	R&B	1,675.20
131019	VALLEY PLUMBING & HEATING, INC	BUILDING MAINT/REPAIRS	JAIL	395.00
131020	VIAERO WIRELESS	TELEPHONE	EXTENSION	144.20
131021	VISA	DUES & MEETINGS/TRAVEL/OPERATING	VARIOUS	12,069.05
131022	NOT A CHECK			-
131023	NOT A CHECK			-
131024	WAGNER EQUIPMENT CO	PARTS/SERVICE	R&B	2,823.29
131025	WALMART / CAPITAL ONE	OPERATING/SHOP SUPPLIES	R&B	243.61
131026	WALMART / CAPITAL ONE	BUILDING MAINT/REPAIRS	G&B	182.25
131027	X-TREME H2O	REPAIR/MAINT-MOTOR VEHICLES	SHERIFF/TRANSPORT	162.67
4771	16TH JUDICIAL DISTRICT	16TH JUDICIAL DISTRICT	INTERGOVERNMENTAL	54,975.17
4772	AMAZON CAPITAL SERVICES, INC	OPERATING	VARIOUS	1,402.44
4773	NAME REDACTED	FSSP CLIENT SUPPORT	FSSP	500.00
4774	ARKANSAS VALLEY ACCUMED	JAIL BASED SERVICES (JBBS)	STATE GRANTS	2,300.38
4775	BACA COUNTY COMMISSIONERS	BACA COUNTY	AAA	288.00
4776	BRENDA DONALDSON	TRAVEL	SEP	110.77
4777	NAME REDACTED	FSSP CLIENT SUPPORT	FSSP	1,000.00
4778	NAME REDACTED	FSSP CLIENT SUPPORT	FSSP	1,400.00
4779	CENTURYLINK	TELEPHONE	E911/AAA	7,175.65
4780	NAME REDACTED	FSSP CLIENT SUPPORT	FSSP	400.00
4781	CLEAN VALLEY RECYCLING	UTILITIES	G&B/R&B	175.00
4782	NAME REDACTED	FSSP CLIENT SUPPORT	FSSP	1,000.00
4783	DANIEL DAVIS	TRAVEL	ADULT SERVICES	529.42
4784	DEE ANN LYONS	MEDICAL SERVICES	JAIL	3,136.00
4785	DIGITCOM ELECTRONICS, INC	MAINTENANCE CONTRACTS/RADIO REPAIR	E911/SHERIFF	2,784.98
4786	ELSIE MAE KLEIN	TRAVEL	ADULT SERVICES	775.16
4787	NAME REDACTED	FSSP CLIENT SUPPORT	FSSP	500.00
4788	FLOYD R WARD JR	TRAVEL	ADULT SERVICES	422.81
4789	GALLS, LLC	UNIFORMS	JAIL	267.31
4790	GRAINGER, INC	BUILDING MAINT/REPAIRS	G&B/R&B	424.00
4791	GT INDEPENDENCE	FMS CLIENT SERVICES/FEE EXPENSE	VDC	34,965.13
4792	HD SUPPLY	BUILDING MAINT/REPAIRS	G&B/R&B	2,763.93
4793	HIGH PLAINS AUDIOLOGY LLC	MATERIAL AID	AAA	8,000.00
4794	INTERSTATE BILLING SERVICE	PARTS/SERVICE	R&B	609.84
4795	NAME REDACTED	FSSP CLIENT SUPPORT	FSSP	500.00
4796	JOHNETTE SUE FULLER	TRAVEL	ADULT SERVICES	187.95
4797	NAME REDACTED	FSSP CLIENT SUPPORT	FSSP	500.00
4798	LAW OFFICE OF RANDA DAVIS-TICE	LEGAL FEE CONTINGENCY	AAA	1,093.75
4799	LYNDA SCOTT	POSTAGE, BOX RENT, ETC	ELECTIONS	47.60
4800	MARDONA L MORELAND	TRAVEL	ADULT SERVICES	671.00
4801	MCCANDLESS INTERNATIONAL	PARTS/SERVICE	R&B	1,547.70
4802	MEDINA'S TIRE SERVICE, LLC	PARTS/SERVICE	R&B	199.00
4803	MEI TOTAL ELEVATOR SOLUTIONS	BUILDING MAINT/REPAIRS	G&B/CAPITAL IMPROVEMENT	6,268.91
4804	MOTOROLA SOLUTIONS, INC	RADIO REPAIR	SHERIFF	3,315.23
4805	NORTH AMERICAN RESCUE LLC	OPERATING SUPPLIES	SHERIFF	163.87
4806	NORTHERN TOOL & EQUIPMENT CO, INC	PARTS/SERVICE	R&B	398.94
4807	OTERO PARTNERS, INC	LOAN REPAYMENTS/DA BUILDING	INTERGOVERNMENTAL	3,645.46
4808	NAME REDACTED	FSSP CLIENT SUPPORT	FSSP	500.00
4809	PEACOCK-LARSEN FUNERAL HOME, INC	AUTOPSY	CORONER	150.00
4810	NAME REDACTED	FSSP CLIENT SUPPORT	FSSP	400.00
4811	QUILL CORPORATION	OFFICE SUPPLIES	LAND USE/ADMIN/R&B	720.88
4812	RESERVE ACCOUNT	POSTAGE	LAND USE/CLERK/ELECTIONS	966.00
4813	ROBERT L KLINKERMAN	TRAVEL	ADULT SERVICES	24.57
4814	ROCKY FORD FOOD MARKET LLC	FOOD/SUPPLIES	JAIL	7,261.25
4815	SAMANTHA PALMER	TRAVEL	SEP	89.57
4816	SANDRA LEE ESTEP	TRAVEL	ADULT SERVICES	414.00
4817	SHELLY R BAUER	TRAVEL	ADULT SERVICES	86.00
4818	SHULTZ LAW OFFICE LLC	CONTRACT SERVICES	ADMIN	1,404.00
4819	SOUTHEAST COLORADO POWER ASSN	UTILITIES	R&B	275.37

Check #	Vendor	Description	Department	Amount
4820	SUPERIOR SEPTIC & EXCAVATION	PARTS/SERVICE	R&B	325.00
4821	NAME REDACTED	FSSP CLIENT SUPPORT	FSSP	500.00
4822	VALLEY TRASH LLC	BUILDING MAINT/REPAIRS	ADMIN	80.00
4823	VOIANCE LANGUAGE SERVICES, LLC	PURCHASED SERVICES-COMM	E911	3.45
4824	WALMART / TREVIPAY	OPERATING SUPPLIES	LAND USE/G&B/SHERIFF/JAIL	469.92
4825	WEX BANK	FUEL	VARIOUS	6,326.96
4826	ZERO9 SOLUTIONS	UNIFORMS	TRANSPORT	655.30
				<u>258,635.29</u>

Fund Summary

010 - GENERAL FUND	127,371.83
011 - SMALL BUSINESS DEVELP RLF	3,220.45
012 - CAPITAL IMPROVEMENT FUND	4,832.75
020 - ROAD & BRIDGE FUND	26,148.32
040 - AAA FUND	58,829.67
045 - INSURANCE FUND	831.43
050 - DETENTION CENTER FUND	141.59
070 - GENERAL HUMAN SERVICES	20,384.61
080 - HEALTH FUND	6,301.33
085 - CONSERVATION TRUST FUND	282.88
090 - CLERK HIRE FUND	450.00
095 - E-911	<u>9,840.43</u>
<u>258,635.29</u>	



Otero County, CO

Balance Sheet

Account Summary

As Of 10/31/2025

Account	Name	Balance	
Fund: 070 - GENERAL HUMAN SERVICES			
Assets			
070.100.10000	CASH (POOL)	-35,466.68	
070.100.10310	CASH IN BANK W/TREASURER	903,828.31	
070.100.11510	ACCOUNTS RECEIVABLE	1,828.00	
	Total Assets:	870,189.63	870,189.63
Liability			
070.200.20101	AP PENDING (DUE TO POOL)	-5,781.00	
070.200.22280	DEFERRED REVENUE	265,557.43	
	Total Liability:	259,776.43	
Equity			
070.280.28000	FUND BALANCE	476,009.58	
	Total Beginning Equity:	476,009.58	
Total Revenue		1,492,814.15	
Total Expense		1,358,410.53	
Revenues Over/Under Expenses		134,403.62	
	Total Equity and Current Surplus (Deficit):	610,413.20	
	Total Liabilities, Equity and Current Surplus (Deficit):		870,189.63



Otero County, CO

Budget Report

Account Summary

For Fiscal: 2025 Period Ending: 10/31/2025

		Original	Current	Period	Fiscal	Variance	Percent
		Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)	Remaining
Fund: 070 - GENERAL HUMAN SERVICES							
Revenue							
070.330.33098	SLS	72,000.00	72,000.00	4,742.01	58,020.08	-13,979.92	19.42 %
070.330.33112	FSSP	181,643.00	181,643.00	12,007.86	78,698.63	-102,944.37	56.67 %
070.330.33407	CSBG	90,000.00	90,000.00	0.00	81,177.65	-8,822.35	9.80 %
070.330.33408	SINGLE ENTRY POINT (SEP)	2,150,000.00	2,150,000.00	98,936.01	1,247,296.59	-902,703.41	41.99 %
070.330.33409	HCA GRANT	18,000.00	18,000.00	2,222.08	24,553.20	6,553.20	136.41 %
070.330.33703	MMOF GRANT (NEMT)	0.00	0.00	0.00	1,353.00	1,353.00	0.00 %
070.330.33705	LOCAL CASH (NEMT)	3,000.00	3,000.00	0.00	1,500.00	-1,500.00	50.00 %
070.360.36720	DONATIONS (NEMT)	600.00	600.00	0.00	215.00	-385.00	64.17 %
Revenue Total:		2,515,243.00	2,515,243.00	117,907.96	1,492,814.15	-1,022,428.85	40.65%
Expense							
070.445.44521.11100	SALARIES & WAGES - PERM	3,300.00	3,300.00	2,518.66	19,124.88	-15,824.88	-479.54 %
070.445.44521.11300	SALARIES & WAGES - PART-TIME	26,000.00	26,000.00	0.00	5,627.25	20,372.75	78.36 %
070.445.44521.14200	WORKER'S COMPENSATION	205.00	205.00	0.00	349.00	-144.00	-70.24 %
070.445.44521.14320	HEALTH INSURANCE	600.00	600.00	173.40	2,290.48	-1,690.48	-281.75 %
070.445.44521.14350	LIFE INS ONLY-COUNTY PAID	10.00	10.00	9.82	54.31	-44.31	-443.10 %
070.445.44521.14400	FICA TAXES	3,000.00	3,000.00	188.26	1,835.11	1,164.89	38.83 %
070.445.44521.14500	CRA - RETIREMENT	205.00	205.00	151.12	1,147.48	-942.48	-459.75 %
070.445.44521.22900	OPERATING	1,300.00	1,300.00	95.16	587.06	712.94	54.84 %
070.445.44521.35400	AUDIT	156.00	156.00	10.04	10.04	145.96	93.56 %
070.445.44521.51300	LIABILITY INSURANCE	829.00	829.00	0.00	534.48	294.52	35.53 %
070.445.44521.53150	RENT	700.00	700.00	100.83	862.29	-162.29	-23.18 %
070.445.44521.77010	HOUSING	23,000.00	23,000.00	0.00	2,550.00	20,450.00	88.91 %
070.445.44521.77050	MED TRANS - OTERO	15,000.00	15,000.00	2,675.00	18,929.00	-3,929.00	-26.19 %
070.445.44560.37530	NEMT TRAVEL	1,000.00	1,000.00	0.00	1,280.00	-280.00	-28.00 %
070.445.44570.11100	SALARIES & WAGES - PERM	1,200,000.00	1,200,000.00	82,484.68	798,342.35	401,657.65	33.47 %
070.445.44570.12100	OVERTIME - PERM	1,200.00	1,200.00	272.30	1,779.21	-579.21	-48.27 %
070.445.44570.14200	WORKER'S COMPENSATION	10,404.00	10,404.00	0.00	9,965.00	439.00	4.22 %
070.445.44570.14320	HEALTH INSURANCE	214,000.00	214,000.00	18,734.69	170,006.63	43,993.37	20.56 %
070.445.44570.14350	LIFE INS ONLY-COUNTY PAID	750.00	750.00	66.26	736.88	13.12	1.75 %
070.445.44570.14400	FICA TAXES	68,000.00	68,000.00	5,786.80	56,134.99	11,865.01	17.45 %
070.445.44570.14500	CRA - RETIREMENT	60,000.00	60,000.00	4,949.99	43,055.01	16,944.99	28.24 %
070.445.44570.22900	OPERATING SUPPLIES	30,000.00	30,000.00	2,438.80	33,388.23	-3,388.23	-11.29 %
070.445.44570.35400	AUDIT	1,042.00	1,042.00	1,409.04	1,409.04	-367.04	-35.22 %
070.445.44570.36300	VEHICLE REPAIRS/MAINTENANCE	600.00	600.00	0.00	0.00	600.00	100.00 %
070.445.44570.37500	TRAVEL/TRAINING	4,000.00	4,000.00	317.15	3,846.75	153.25	3.83 %
070.445.44570.51300	LIABILITY INSURANCE	16,242.00	16,242.00	0.00	24,262.33	-8,020.33	-49.38 %
070.445.44570.53150	RENT	20,300.00	20,300.00	2,016.39	25,542.14	-5,242.14	-25.82 %
070.445.44570.71840	SIS ASSESSMENTS	1,000.00	1,000.00	0.00	1,071.27	-71.27	-7.13 %
070.445.44571.11100	SALARIES & WAGES - PERM	1,600.00	1,600.00	0.00	213.08	1,386.92	86.68 %
070.445.44571.14200	WORKER'S COMPENSATION	135.00	135.00	0.00	20.00	115.00	85.19 %
070.445.44571.14320	HEALTH INSURANCE	550.00	550.00	0.02	47.01	502.99	91.45 %
070.445.44571.14400	FICA TAXES	85.00	85.00	0.00	14.53	70.47	82.91 %
070.445.44571.14500	CRA - RETIREMENT	85.00	85.00	-0.01	12.77	72.23	84.98 %
070.445.44571.22900	OPERATING SUPPLIES	50.00	50.00	0.00	28.60	21.40	42.80 %
070.445.44571.35400	AUDIT	39.00	39.00	2.05	2.05	36.95	94.74 %
070.445.44571.36300	VEHICLE REPAIRS/MAINTENANCE	10.00	10.00	0.00	0.00	10.00	100.00 %
070.445.44571.37500	TRAVEL	50.00	50.00	0.00	0.00	50.00	100.00 %
070.445.44571.51300	LIABILITY INSURANCE	468.00	468.00	0.00	616.24	-148.24	-31.68 %
070.445.44571.53150	RENT	15.00	15.00	0.00	0.33	14.67	97.80 %
070.445.44581.71510	FSSP CLIENT SUPPORT	181,643.00	181,643.00	12,173.80	89,076.80	92,566.20	50.96 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
070 - GENERAL HUMAN SERVICES	555,670.00	555,670.00	-22,772.53	134,403.62	-421,266.38
Report Surplus (Deficit):	555,670.00	555,670.00	-22,772.53	134,403.62	-421,266.38

EMPLOYEE DATA INFORMATION
FOR THE MONTH OF OCTOBER 2025

	11100		14400	14500	14320	14350	
	Gross	Adjustments	FICA/M'Care	Retire	HLTH	Life	Total
CMA 070.445.44570	\$ 82484.68	\$0.00	\$5786.80	\$4949.99	\$18734.69	\$66.26	\$112022.42
HCA 070.445.44571	\$0.00	\$0.00	\$0.00	-\$0.01	\$0.02	\$0.00	\$0.01

WORK PLAN

Cooperator:	Otero County
Contact:	Kaysie Schmidt
Cooperative Service Agreement No.:	26-7308-5273-RA
WBS Element:	AP.RA.RX08.73.0404
FMMI Shorthand Code:	26XXWSWR0808REIMBRX08730404
Location:	Otero County, Colorado
Dates:	January 1, 2026 – December 31, 2026

In accordance with the Cooperative Service Agreement No. 26-7308-5273-RA between the cooperator and the United States Department of Agriculture (USDA), Animal and Plant Health Inspection Service (APHIS), Wildlife Services (WS), (CSA signed 2025); this Work Plan sets forth the objectives, activities, and budget of this project during calendar year 2026.

Program Objective

The program objective is to provide assistance to the residents of Otero County when requested and where it is determined there is a need to resolve conflicts caused by wildlife. Work will primarily involve but not limited to the management of coyote, and red fox for the protection of livestock and management of beaver and muskrat for the protection of irrigation ditches. This assistance may be in the form of educational information, non-lethal techniques or direct management. If direct management is necessary, the most effective and safe tools and techniques available will be utilized.

Plan of Action

APHIS-WS will provide direct management or technical assistance at times and places throughout Otero County where it is determined there is a need to resolve problems caused by wildlife. Work will primarily involve management of livestock predation, along with other wildlife issues. Lethal management efforts will be directed towards specific offending individuals or local populations. Method selection will be based on an evaluation of selectivity, humaneness, human safety, effectiveness, legality, and practicality.

Damage Control Strategies:

1. **Technical Assistance:** Wildlife Services personnel may provide verbal or written advice, recommendations, information, demonstrations, or training to others to use in managing wildlife damage problems. Generally, implementation of technical assistance recommendations is the responsibility of the resource/property owner.
2. **Direct Control:** Direct control is usually provided when the resource/property owner's efforts have proven ineffective and technical assistance alone is inadequate. Direct Control methods/techniques include traps, ground shooting, aerial shooting, snaring, M-44s, denning, and dogs. (Due to the passage of Amendment 14 in November of 1996 and subsequent implementing legislation in 1997, the use of foothold and body gripping traps, neck and foot snares, and toxicants has been severely restricted. The use of these methods

is no longer legal on public lands and limited to one 30-day period per calendar year, per parcel, on private land. Prior to any use of these methods by APHIS-WS personnel, cooperating property/resource owners must have received an authorization to use these methods from the Colorado Division of Parks and Wildlife.)

3. **Aerial Predator Management:** This agreement will provide for an aerial predator management program to control depredating animals, specifically coyotes and red fox on lands grazed by the cooperator. APHIS-WS will provide a pilot and gunner for Aerial Predator Management operations. All operation will be conducted in accordance with Federal regulations using APHIS-WS approved aircraft and pilots.

Stipulations and Restrictions

1. All operations shall have the joint concurrence of APHIS-WS and the cooperator, and shall be under the direct supervision of APHIS-WS. APHIS-WS will conduct the program in accordance with its established operating policies and all applicable state and federal laws and regulations.
2. **Control on Private Lands:** A work initiation document will be executed between APHIS-WS and the landowner, lessee, or administrator before any APHIS-WS work is conducted.
3. **Control of Public Lands:** A work initiation document or an appropriate NEPA document will be executed between APHIS-WS and the public land administrator(s)/manager(s) before any APHIS-WS work is conducted.

Cost Estimate for Services

Equipment, field personnel and supervision will be provided by APHIS-WS (aerial predator management operations are funded separately through an Aerial Predator Management Agreement). One full-time APHIS-WS wildlife specialist will be employed by APHIS-WS and will be assigned the primary responsibility for conducting the APHIS-WS work in Otero County.

Estimated total cost for this cooperatively funded program is \$37,639.45. Otero County agrees to provide funding to be billed quarterly for actual costs incurred, not to exceed \$25,590.43 and APHIS-WS will provide up to \$12,049.02. These costs include, but are not limited to, specialist work under the scope above, vehicle use, travel costs, and supplies or equipment. APHIS-WS will bill the Cooperator quarterly for actual costs incurred in performing the work delineated in this Work and Financial Plan and not to exceed \$25,590.43. An estimated itemization of expenses is listed below; however, funds may be distributed between itemized categories at the discretion of APHIS-WS.

FINANCIAL PLAN

2026 Wildlife Damage Management Program for Otero County, Colorado		
Cost Element	Cooperator	APHIS WS
Personnel	\$ 17,416.89	\$ 10,427.04
Trainings & Conferences	\$ -	\$ -
Travel	\$ 207.67	\$ 124.33
Vehicle	\$ 907.13	\$ 543.07
Supplies & Equipment	\$ 672.43	\$ 402.57
Maintenance	\$ -	\$ -
Services	\$ 922.05	\$ 552.01
Sub-Total	\$ 20,126.17	\$ 12,049.02
Program Support 16.15%	\$ 3,250.38	
Pooled Job Cost 11% (includes vehicle maintenance)	\$ 2,212.88	
Total per Year/Location	\$ 25,590.43	\$ 12,049.02
GRAND TOTAL	\$	37,639.45
*The distribution of the budget from this Financial Plan may vary as necessary to accomplish the purpose of this agreement but may not exceed the total estimated cost given during each agreement year. APHIS WS staff may be compensated at regular time, night-time-differential, and/or overtime pay rates in accordance with programmatic Directives to accomplish the purpose of this agreement.		

NOTE: In accordance with the Debt Collection Improvement Act (DCIA) of 1996, bills issued by APHIS-WS are due and payable within 30 days of receipt. The DCIA requires all debts older than 120 days be forwarded to debt collection centers or commercial collection agencies for more aggressive action. Debtors have the option to verify, challenge and compromise claims, and have access to administrative appeals procedures which are both reasonable and protect the interests of the United States.

COST ELEMENT DEFINITIONS:

Personnel: personnel costs including salary, benefits, annual and sick leave.

Travel: personnel transportation, lodging, per diem, and vehicle rental costs.

Supplies: includes items of less than one-year shelf life including ammunition, bird scare cartridges, some animal traps, gasoline for ATVs, and office supplies.

Equipment: includes durable items with a useful life greater than a year including some animal traps, firearms, and ATV's.

Services: contracted services for program support.

Pooled Job Costs: expenses that may not be particularly identified with a particular project or program and is distributed to all identifiable projects or programs to which it pertains. *We use Pooled Job Cost funds to recover the cost to operate, maintain, repair, and replace a vehicle(s).*

Program Support: expenses incurred for a common objective not readily identifiable with a particular project or program. Examples of this expense are some administrative personnel costs, environmental compliance, Family and Medical Leave Act, office equipment and supplies, or uniforms.

Financial Point-Of-Contact/Billing Address [as appropriate]:

Cooperator Name, Address, Phone Number, Email

Financial POC:

Tina Mascarenas, Finance Officer
tmascarenas@oterogov.org
O: (719) 383-3005

Administrative POC:

Kaysie Schmidt, County Administrator
kaysie.schmidt@oterogov.org
O: (719) 383-3006, C: (719) 469-1010

Billing Address:

Otero County Commissioners' Office
Otero County Courthouse
13 West 3rd Street, Room 212
La Junta, CO 81050

Main Line: (719) 383-3000

APHIS-WS Name, Address, Phone Number, Email

Financial Contact:

Leslie Garrison, Budget Technician
leslie.garrison@usda.gov
O: 303-328-9045, C: 303-907-0092

Administrative Contact:

John Callon, District Supervisor
John.t.callon@usda.gov
O: 303-328-9041, C: 720-595-4836

USDA Wildlife Services Colorado State Office:

13922 Denver West Parkway
Bldg. 54, Suite 100-WS
Golden, CO 80401

Main Line: 303-328-9041

AUTHORIZATION:

Cooperator:

Rob Oquist, Chairman
Otero County Board of Commissioners

Date

**UNITED STATES DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEALTH INSPECTION SERVICE
WILDLIFE SERVICES**

Emily L. Blizzard, Colorado State Director

Date

Wendy Anderson, Western Regional Director

Date

Prepared by (APHIS-WS employee): John Callon, District Supervisor

**APPLICATION
FOR RENEWAL OF
TOBACCO RETAIL LICENSE**


Applicant's name: Bauserman's Market

Applicant's Colorado Sales Tax License Number: 00950048

If the information provided in the past year's application has not changed and if you have not violated any provisions of Otero County Ordinance No. 2019-01 during the past 12 months, you may certify to these facts by dating and signing the application immediately hereafter and are not required to complete the remainder of the application form.

I hereby certify that the information provided in the past year's application has not changed and that this Applicant has not violated any provisions of Otero County Ordinance No. 2019-01 during the past 12 months.

Date: 10/23/25


Applicant's signature

The completed Application for Renewal of Tobacco Retail License and a check for \$50.00 payable to "Otero County, Colorado" shall be submitted to the Otero County Clerk and Recorder, Otero County Courthouse, 13 West Third Street, La Junta, CO 81050. Attach a copy of your current, valid Colorado Sales Tax License.

If the information provided in the past year's application has changed and/or if Applicant has violated the provisions of Otero County Ordinance No. 2019-01 during the past 12 months, provide the following information:

1. Applicant's Name: _____

The name must be the same as the name on your Colorado sales tax license. If the Applicant's authorized agent is signing the application on Applicant's behalf, the Applicant shall submit a letter signed by the Applicant consenting to the submission of the application.

2. Applicant's Address: _____

3. Applicant's telephone number: _____

4. Business Entity Type: ☐ Sole Proprietorship ☐ Partnership ☐ Corporation

☐ Other _____

5. If different than Applicant, provide Business Name: _____

6. Business Address: _____

7. Mailing Address: _____

8. Phone Number: (Business) _____

9. Name and mailing address at which Applicant shall receive all communications and notices required by or authorized by the County Ordinance:

10. Brief description of goods or taxable services to be sold:

11. If you have violated any provision of Otero County Ordinance No. 2019-01 during the past 12 months, provide the date of violation, the violation that occurred and the decision of the Board of County Commissioners:

Date of violation:

Violation Applicant committed:

Board's decision:

Application Date:

Authorized Signature

Attachments:

A copy of your current Colorado Sales Tax License. No license will issue without a valid Colorado sales tax number.

A copy of proof of ownership of the property (example: deed) or a copy of proof of control of the property (example: lease), if ownership has changed.

Application fee.

County Use Only

a. Application received by: Ashley Lopez

b. Date and time received: 10/27/2025 2:10pm

c. License fee paid by: ☐ Cash ☐ Cashier's Ck ☐ Money Order ☒ Check # 17704

d. Colorado Sales Tax License attached: ☒ Yes ☐ No

e. Proof of ownership or control of the property attached: ☐ Yes ☒ No (ownership has not changed; proof is already on file with the County)

f. If a violation occurred, has Applicant met all terms and conditions required by the decision of the Board of County Commissioners, including the payment of all fines. ☐ Yes ☐ No

If "No", the Applicant shall be informed of the reason the renewal application cannot be issued.

DR 0140 (02/16/11)
DEPARTMENT OF REVENUE
DENVER CO 80261-0013

Must collect
taxes for:
**SALES TAX
LICENSE**

THIS LICENSE MUST BE POSTED AT THE FOLLOWING LOCATION
IN A CONSPICUOUS PLACE: TIMOTHY K. BAUSERMAN
11786 HWY 50 MANZANOLA CO 81058-9744

STATE
COLORADO

COUNTY
OTERO

USE ACCOUNT NUMBER for all references	LIABILITY INFORMATION					ISSUE DATE			LICENSE VALID TO DECEMBER 31
	county	city	industry	type	liability date	month	day	year	
00960048-0000	09	0206	011	I	010186	Nov	16	23	2025

THIS LICENSE IS NOT
TRANSFERABLE



BAUSERMAN'S MARKET
PO BOX 41
MANZANOLA CO 81058-0041

Heidi Humphreys

Executive Director
Department of Revenue

DR 8400 (02/16/24)
COLORADO DEPARTMENT OF REVENUE
 Liquor Enforcement Division
 PO BOX 17087
 Denver CO 80217-0087
 (303) 206-2300

Submit to Local Licensing Authority

LOAF N JUG #16
165 FLANDERS ROAD
Westborough MA 01581

Fees Due	
Annual Renewal Application Fee	\$
Renewal Fee	367.50
Storage Permit \$100 X _____	\$
Sidewalk Service Area \$75.00	\$
Additional Optional Premise Hotel & Restaurant \$100 X _____	\$
Related Facility - Campus Liquor Complex \$160.00 per facility	\$
Amount Due/Paid	\$267.50

Make check payable to: Colorado Department of Revenue. The State may convert your check to a one-time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient or uncollected funds, the Department may collect the payment amount directly from your banking account electronically.

Retail Liquor License Renewal Application

Please verify & update all information below. Return to city or county licensing authority by due date.

Note that the Division will not accept cash.

☐

Paid by check

Uploaded to Movelt on Date

☒

Paid Online

Licensee Name

MINI MART INC

Doing Business As Name (DBA)

LOAF N JUG #16

Liquor License Number

03-27943-0042

License Type

Fermented Malt Beverage and Wine(county)

Sales Tax License Number

03279430042

Expiration Date

01/14/2026

Due Date

11/30/2025

Business Address

Street Address

101 N MAIN

Phone Number

7193848360

City, State, ZIP Code

La Junta CO 81050

Mailing Address

Street Address

165 FLANDERS ROAD

City, State, ZIP Code

Westborough MA 01581

Email

CO-Retail-Licensing@eg-america.com

Operating Manager

Lori Wiker

Date of Birth

7/4/73

Home Address

Street Address		Phone Number
614 Smithland Ave		719-469-9387
City	State	ZIP Code
La Junta	CO	81050

1. Do you have legal possession of the premises at the street address? ☐ Yes ☐ No

Are the premises owned or rented? ☐ Owned

*If rented, expiration date of lease

☒ Rented*

7/31/26

2. Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility? ☐ Yes ☒ No

If yes, please see the table in the upper right hand corner and include all fees due.

3. Are you renewing a takeout and/or delivery permit? ☐ Yes ☒ No

(Note: must hold a qualifying license type and be authorized for takeout and/or delivery license privileges) If

selecting 'Yes', an additional \$11.00 is required to renew the permit.

If so, which are you renewing? ☐ Delivery ☐ Takeout ☐ Both Takeout and Delivery

4. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business? ☐ Yes ☒ No

Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.? ☐ Yes ☒ No

5. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? ☐ Yes ☒ No

If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested.

6. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime?..... ☐ Yes ☒ No

If yes, attach a detailed explanation.

7. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked?..... ☒ Yes ☐ No

If yes, attach a detailed explanation.

8. Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee?..... ☒ Yes ☐ No

If yes, attach a detailed explanation.

Affirmation & Consent

I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.

Type or Print Name of Applicant/Authorized Agent of Business

Sharon Beauchain

Title

Retail Licensing Coordinator

Signature

Sharon Beauchain

Date (MM/DD/YY)

10/27/25

Report & Approval of City or County Licensing Authority

The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 44, Articles 4 and 3, C.R.S., and Liquor Rules.

Therefore this application is approved.

Local Licensing Authority For

Title

Attest

Signature

Date (MM/DD/YY)

OTERO COUNTY SALES TAX REPORT
September 2025



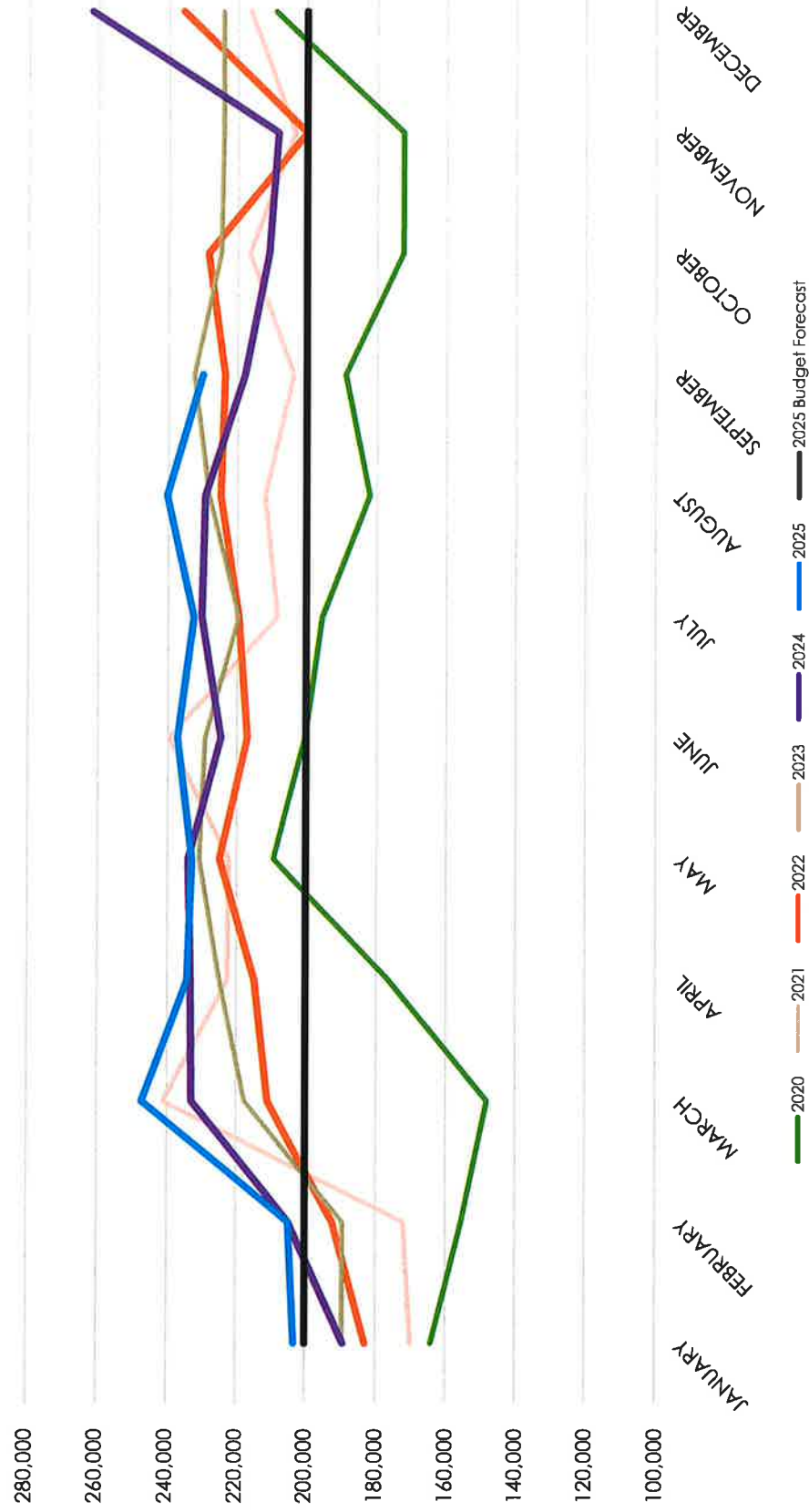
COLLECTED BY COUNTY \$ 28,713

COLLECTED BY STATE \$ 201,394

TOTAL COLLECTED \$ 230,107 Received in November 2025

FY2024 vs FY2025												FY2024
	2020	2021	2022	2023	2024	2025	2025 Budget Forecast	(+/-)	Monthly % of Change	Cumm. % of Change		Cumm. % of Change
JANUARY	164,205	169,972	182,983	189,563	189,232	203,223	200,000	13,991	7%	7%		0%
FEBRUARY	155,565	172,204	192,216	189,406	204,819	204,865	200,000	46	0%	4%		4%
MARCH	148,242	240,999	210,892	217,619	232,765	247,126	200,000	14,361	6%	5%		5%
APRIL	176,370	222,632	214,762	224,963	233,125	234,134	200,000	1,009	0%	3%		4%
MAY	209,430	222,410	224,856	230,836	233,889	232,904	200,000	(985)	0%	3%		4%
JUNE	200,329	239,552	216,893	229,251	224,587	237,078	200,000	12,491	6%	3%		3%
JULY	195,468	208,403	219,463	219,497	230,255	232,470	200,000	2,215	1%	3%		3%
AUGUST	182,048	212,061	224,780	228,199	229,338	240,283	200,000	10,945	5%	3%		3%
SEPTEMBER	188,993	203,687	223,680	232,592	217,831	230,107	200,000	12,276	6%	3%		2%
OCTOBER	172,510	216,643	228,498	224,872	210,971		200,000					1%
NOVEMBER	172,426	203,386	199,965	224,198	208,339		200,000					0%
DECEMBER	209,095	216,381	235,641	224,283	261,747		200,000					2%
ACTUAL:	2,174,680	2,528,330	2,574,629	2,635,281	2,676,898	2,062,190	2,400,000	66,349				
BUDGET:	1,743,239	1,847,833	2,300,000	2,300,000	2,400,000	2,400,000						

Otero County 2025 Sales Tax Report



Commissioners' Calendar

11/24/2025 to 12/5/2025

Monday, November 24, 2025

Public Works/Facility Management / LN, DG, RO, TK, JB, KS

Mon 11/24/2025 9:00 AM - 10:00 AM

Location: Room 212

Economic Development / DB, RO, TK, JB, KS

Mon 11/24/2025 10:00 AM - 11:00 AM

Location: Room 212

Department of Human Services / RO, TK, JB, DR, KS

Mon 11/24/2025 11:00 AM - 12:00 PM

Location: Room 212

Administration / KS, RO, TK, JB

Mon 11/24/2025 12:00 PM - 1:00 PM

Location: Room 212

Administration / KS, RO, TK, JB

Mon 11/24/2025 12:00 PM - 1:00 PM

Location: Room 212

Department of Human Services, Land Use, Commissioner's Meeting

Mon 11/24/2025 1:30 PM - 2:30 PM

Location: Room 107 or Zoom

SECOR / RO

Mon 11/24/2025 3:00 PM - 4:00 PM

Tuesday, November 25, 2025

Board of Health / KS, TK

Tue 11/25/2025 11:00 AM - 1:30 PM

Location: Room 107

Wednesday, November 26, 2025

Southeast Colorado Regional Housing Authority - TK

Wed 11/26/2025 9:00 AM - 10:00 AM

Location: Virtual

SECOG/SECED / TK

Wed 11/26/2025 1:00 PM - 2:00 PM

Thursday, November 27, 2025

Thanksgiving - County Offices CLOSED

Thu 11/27/2025 to Fri 11/28/2025

Friday, November 28, 2025

Thanksgiving - County Offices CLOSED

Thu 11/27/2025 to Fri 11/28/2025

Saturday, November 29, 2025

Thanksgiving – Otero County Landfill CLOSED

Sat 11/29/2025

Monday, December 1, 2025

CCI Foundation Winter Conference

Mon 12/1/2025 to Wed 12/3/2025

Tuesday, December 2, 2025

CCI Foundation Winter Conference

Mon 12/1/2025 to Wed 12/3/2025

Wednesday, December 3, 2025

CCI Foundation Winter Conference

Mon 12/1/2025 to Wed 12/3/2025

Thursday, December 4, 2025

Otero County Road & Bridge Shop & Office Project Mandatory Site Visit

Thu 12/4/2025 9:00 AM - 10:00 AM

Location: 103 6th Street, Fowler CO 81039