



*Keith Goodwin* - Commissioner Dist. 1  
*John Hostetler* - Commissioner Dist. 2  
*Jim Baldwin* - Commissioner Dist. 3  
*Amy White-Tanabe* - County Administrator  
*Nathan Shultz* - County Attorney

**Office of the Commissioners**

# **AGENDA**

## **December 14, 2020**

- 1.0 Call to Order/Approval of Minutes**
- 2.0 Guests**
  - 2.1 Brent Frazee, Southern Colorado Economic Development
    - a. Introduction Memo
    - b. Presentation
- 3.0 Public Comment (Limit of 3 minutes)**
- 4.0 Old Business**
- 5.0 New Business**
  - 5.1 Ambulance Permits
  - 5.2 Liquor License Renewal, The Beer Joint
  - 5.3 Tobacco License Renewal, The Beer Joint
  - 5.4 Supplemental Budget Request, Health Department
- 6.0 Other Business**
- 7.0 Departmental Reports**
  - 7.1 2021 Budget Hearing
  - 7.2 Sales Tax Report
  - 7.3 Underfunded Grant Commission Decision
  - 7.4 DOLA Planning Grant Award
  - 7.5 CARES Act Business Grant Program - \$706,528.26
  - 7.6 Senate Bill 20B-001 – Small Business Relief
- 8.0 Commissioners Report**
- 9.0 Discussion**
- 10.0 Announcements**

**SEE ATTACHMENTS**

**THOUGHT FOR THE DAY:** *"If you keep living with confidence, the rest of your life will unfold exactly as it is meant to."* -Glennon Doyle



December 7<sup>th</sup>, 2020

The Board of County Commissioners now meets pursuant to adjournment.

Present:	Keith Goodwin	Chairman
	John Hostetler	Member
	Jim Baldwin	Member
	Amy White-Tanabe	Admin
	Lyn Scott	Clerk

Guests in attendance via phone: Adrian Hart, Christian Burney, Steven Anderson, Anne Boswell, Donna Rohde and Betty McFarren.

Chr. Goodwin called the meeting to order and requested approval of the minutes from November 23<sup>rd</sup>, 2020. Co. Hostetler motioned to approve the minutes. Co. Baldwin seconded. Motion carried.

Steven Anderson came before the board and presented a coalition letter written by 19 individuals and 18 congregations in Otero and Crowley Counties that would like to have the churches exempt from the COVID 19 restrictions. The letter was sent to the commissioners last week, and he just wanted to state his case to the commissioners about the restrictions being placed on the churches.

Donna Rohde the Director of Human Services presented a supplemental budget requests, the first one is for the Area Agency of Aging Fund for \$246,382.00 and for the ARDC program for \$43,272.00 for a total of \$289,654.00. They are monies received from the Family First and Cares Act funding and the COVID Isolation Grant. Co. Baldwin motioned to approve the supplemental for \$246,382.00. Co. Hostetler seconded. Motion carried.

The second supplemental budget request is for several programs, CSBG for \$109,377.00; NEMT for \$5,000.00; COVID relief (United Way) for \$25,000.00, for a total of \$139,377.00. Co. Baldwin motioned to approve the supplemental for \$139,377.00. Co. Hostetler seconded. Motion carried.

Clerk Lyn Scott presented 2 Cares act grants from the State. The first one is for \$2,954.45 to help offset the expenses incurred with the 2020 Primary election in June. The second one is for \$2,636.00 to help with extra judges, mileage and laptops to help run the elections more efficiently. Clerk Scott is asking for signature on the grants. Co. Hostetler motioned to approve signature on the grants. Co. Baldwin seconded. Motion carried.

Chr. Goodwin called for approval of the bills for November 16 through November 30, 2020. Co. Baldwin motioned to approve the bills. Co. Hostetler seconded. Motion carried.

Admin. White-Tanabe presented a Tobacco Retail License renewal for Bauserman's Market in Manzanola. Admin. White-Tanabe is asking for signature on the renewal. Co. Hostetler motioned to approve the license. Co. Baldwin seconded. Motion carried.

Admin. White-Tanabe presented that there was a presentation about the underfunded courthouse project. The courthouse commission talked with the Courts and the 16<sup>th</sup> Judicial District on adding a structure to the north side for screening and a single entry that also considers ADA restrictions. The Public Works office remodel for the Magistrate is included in the courthouse project. The County is hoping to get a DOLA grant and will be presenting that after the first of the year. Admin. White-Tanabe and the Commissioners are working on the small business and non-profit grants that will be awarded next week. The grants are up to \$10,000.00, and the County will match monies from the Cares Act. Admin. White-Tanabe wanted to remind everyone that the 1041 meetings next week are public, and that links are available. Co. Baldwin wanted to thank Admin. White-Tanabe for her presentation to the commission.

Co. Hostetler stated that he attended the zoom CCI meetings, and the CTSI meetings along with the Bent and Crowley counties trying to keep the prisons open.

Chr. Goodwin presented that this year has been different because of the virtual conferences and that while they are good they do not take the place of seeing constituents in person. He also talked about keeping the prisons open in Bent and Crowley counties as they affect all 3 counties.

Admin. White-Tanabe mentioned that until further notice the meetings will be held virtually.

With no further business, the board adjourned the meeting.

Next meeting will be Monday, December 14<sup>th</sup>, 2020 at 1:30pm.

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Clerk

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Chairman



## Southern Colorado Economic Development District SCEDD.com

**To: Otero County Commissioners**  
**Date: December 7, 2020**  
**RE: SCEDD Introduction Presentation and Comprehensive Economic  
Development Strategy Update**

### **About SCEDD**

The Southern Colorado Economic Development District (SCEDD) was formally established on February 16, 1968. The District includes thirteen Colorado counties – Baca, Bent, Chaffee, Crowley, Custer, Fremont, Huerfano, Kiowa, Lake, Las Animas, Otero, Prowers, and Pueblo.

The Public Works and Economic Development Act of 1965 established the U.S. Department of Commerce's Economic Development Administration (EDA). The mission of EDA is "to lead the federal economic development agenda by promoting innovation and competitiveness, preparing American regions for growth and success in the worldwide economy."

EDA, in accordance with the Act, established Economic Development Districts (EDDs) across the nation, including the district represented by SCEDD. These Districts serve as the framework for maintaining a current Comprehensive Economic Development Strategy (CEDs) for their service areas, and to provide staff support and technical assistance to the member counties. EDA provides support through Planning Grants, which are a major source of funding for SCEDD. SCEDD is also funded by yearly County membership dues and fee for service such technical planning or grant assistance.

For a city/county to receive funding from EDA it must meet certain criteria. First, it must either have an unemployment rate at least one percent above the national average, or a per capita income of less than 80 percent of the national average. Second, it must have a current Comprehensive Economic Development Strategy (CEDs) on file with the EDA. SCEDD partners with counties to develop County CEDs and synthesizes the 13 county CEDs into one regional CEDs.

More than 50 years since its founding, the most basic function of SCEDD remains unchanged. The agency's staff and Board of Directors are still responsible for maintaining an up to date CEDs, ensuring eligibility of member counties to apply for EDA funding assistance and by providing technical assistance.

### **SCEDD Services**

As a local government, your organization is eligible for assistance from SCEDD in a variety of ways. SCEDD primary mission is to ensure your organization's economic priorities, policies, and projects are being targeted for both Federal and State funding through a variety of programs. As a non-profit, SCEDD is able to partner with local governments to assist with filling the gap in providing staffing technical assistance to keep your community's economic priorities moving forward. SCEDD offers the following services and is currently working on expanding our reach further in the coming year.

Existing services:

- Comprehensive Economic Development Strategy Preparation
- Planning Technical Assistance
- Community Profile Preparation
- Grant Preparation Assistance (limited)

Planned:

- Broadband planning and implementation
- Attainable Housing capacity building
- COVID-19 Relief Efforts
- Filling unserved business financing niches
- Full grant writing and planning services

### **Comprehensive Economic Development Strategy Next Steps**

Over the next 12 months, SCEDD will be completing an update to the Comprehensive Economic Development Strategy for each of our 13-member county region. This process will examine the economic needs, policies, programs, and projects of each County and create a prioritized list for the next 5 years. There will be several ongoing phases that will allow for CEDS completion by the end of 2021.

- CEDS Elected Official Introduction and Economic Strategy Survey
  - SCEDD staff introduces the CEDS process to elected officials at both the County and municipal levels. Elected Officials, staff, and public at large take the 10-15-minute Economic Strategy Survey. Survey results serve as the “north arrow” for more focused discussions in the Spring of 2021.
- Discovery
  - SCEDD staff met with elected officials and staff to find out more about current needs, budgets, current planning projects, or other relevant information to help inform the final CEDS document. By using existing efforts, SCEDD adapts the CEDS process around current local efforts instead of reinventing the wheel.
- Community Profiles
  - SCEDD staff research and collect data sets for each County to build key metrics that can be used to measure results, growth, or even impacts from the COVID-19 Pandemic
- County Focused Projects and Sub-region SWOT Analysis
  - In the Spring of 2021, local focus groups create the project lists, policies, and economic strategies of the CEDS document. These County focus groups meet for one final region meeting to discuss collaboration for regional projects.
- Final Plan Presentation
  - Final CEDS document is made available in the late fall of 2021 for public comment and presentations made to elected officials on the final document prior to adoption by the SCEDD Board.

### **Next Steps**

- **Please take the Economic Strategy Survey at [www.surveymonkey.com/r/SCEDD](http://www.surveymonkey.com/r/SCEDD)**
- **If you are interested in being part of the County Focus group this coming spring, please email [brent@scedd.com](mailto:brent@scedd.com)**



# Helping Southern Colorado Prosper Since 1968

## Non-profit Economic Development District

Representing 13 Counties  
including Baca, Bent, Chaffee,  
Crowley, Custer, Fremont,  
Huerfano, Kiowa, Lake, Las  
Animas, Otero, Prowers, and  
Pueblo



## SCEDD's Federal Status



- **Comprehensive Economic Development Strategy**
- **EDA Grants**
- **Technical and grant assistance**
- **Opportunity Zones**

The Public Works and Economic Development Act of 1965 established the U.S. Department of Commerce's Economic Development Administration (EDA).

EDA, in accordance with the Act, established Economic Development Districts (EDD's)



# SCEDD STAFF



Eric Gubelman – Executive Director  
Covering Pueblo County



Bob Kennemer – Disaster Recovery  
Planner  
Covering Custer, Huerfano, and Las  
Animas Counties



Brent Frazee – Disaster Recovery  
Planner  
Covering Crowley, Kiowa, Otero,  
Bent, Prowers, and Baca Counties



Michael Yerman – Disaster  
Recover Planner  
Covering Lake, Chaffee, Fremont,  
and Custer Counties





# What SCEDD Offers



## Existing services:

- Comprehensive Economic Development Strategy Preparation
- Planning Technical Assistance
- Community Profile Preparation
- Grant Preparation Assistance (limited)

## Planned:

- Broadband planning and implementation
- Attainable Housing capacity building
- COVID-19 Relief Efforts
- Filling unserved business financing niches
- Full grant writing and planning services





## How is SCEDD Funded?

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- 1) County Membership Dues
- 2) EDA Grants
- 3) Fee for Service for local governments
- 4) Loan Origination Financing (prospective)

## SCEDD Organizational Relationships

Other than our direct link to the EDA we work with numerous agencies to assist our members including:

- DOLA
- GOCO
- OEDIT
- USDA
- CHFA
- SCIL
- SBDC
- Your Local EDC



# What is a CEDS?

- “a strategy-driven plan for regional economic development.”
- A prioritized list of economic projects, policies, and programs
- Your communities planning link to Federal and State Funds (CARES ACT)
- Disaster recovery and resiliency planning

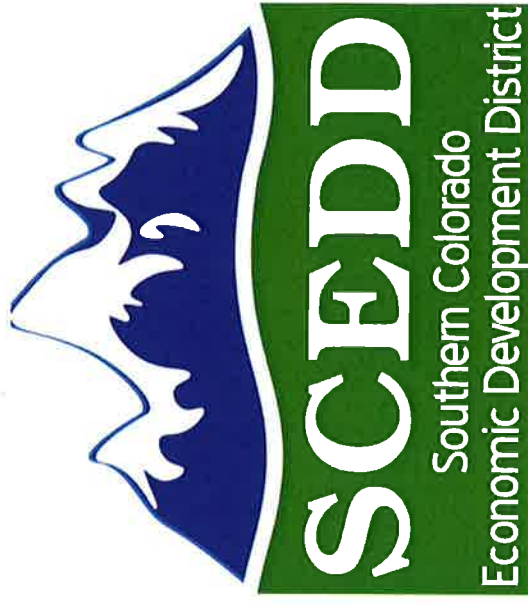


## 5 Phase Approach

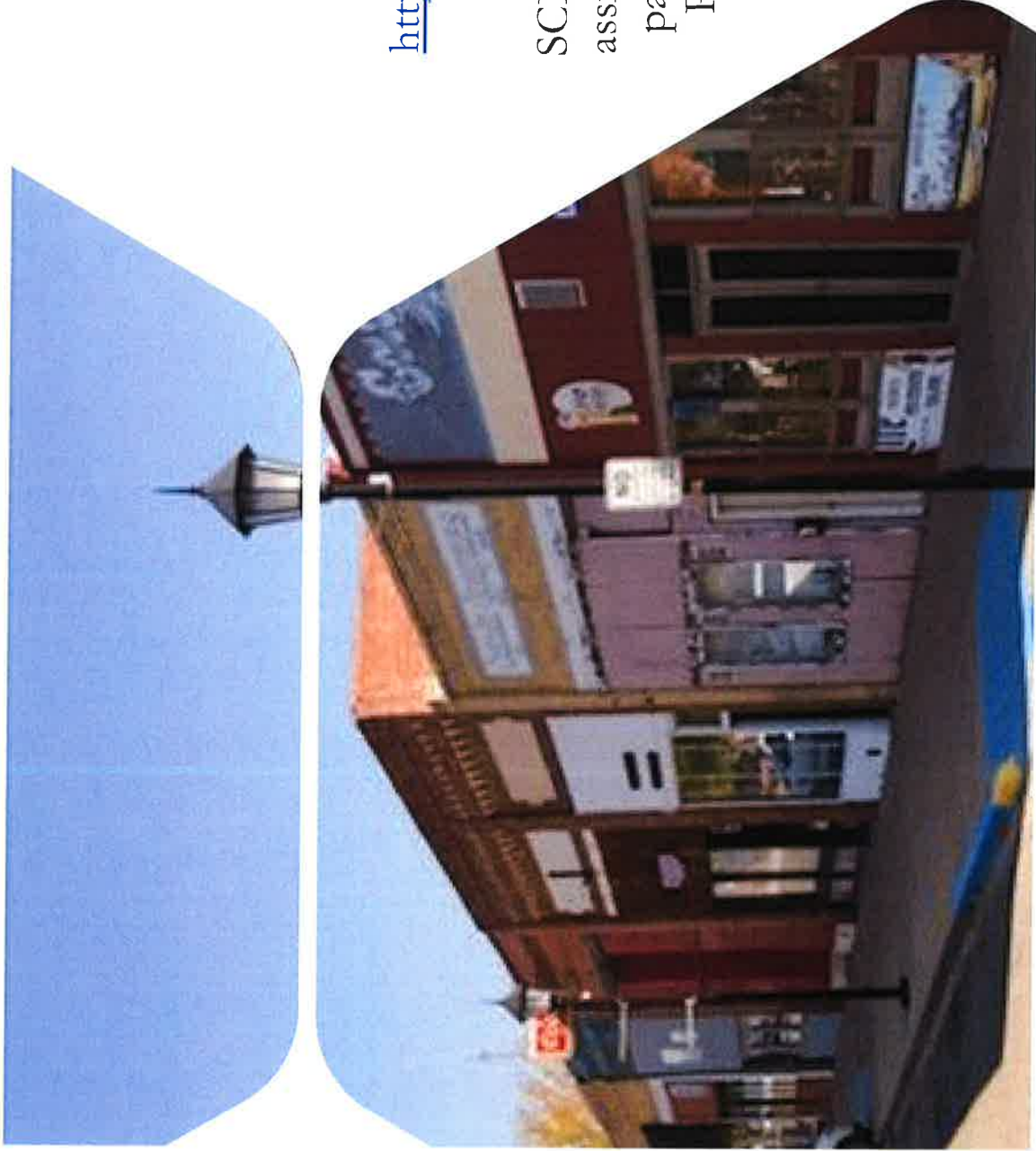
- CEDS Elected Official Introduction and Economic Strategy Survey
- Discovery
- Community Profiles
- County Focused Projects and Sub-region SWOT Analysis
- Final Plan Presentation

# CEDS Update 2021

## A Year long Process







# Next Steps

Please Take the

Economic Strategy Survey

<https://www.surveymonkey.com/r/SCEDD>

SCEDD will be asking for staff data assistance and one elected official to participate in the County Focused Projects and Sub-region SWOT Analysis this Spring

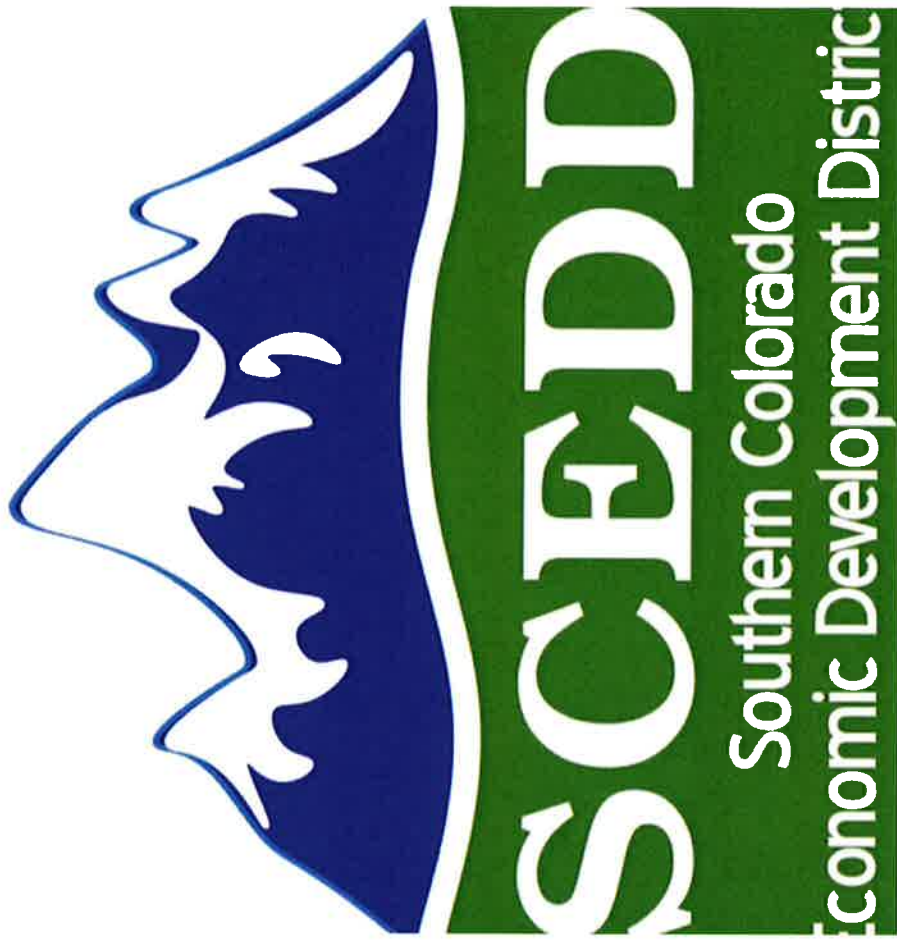
Questions, Comments?

Thank You!

Like us at  
SCEDD.com

Facebook

LinkedIn



OTERO COUNTY SALES TAX REPORT  
OCTOBER 2020



COLLECTED BY COUNTY \$ 19,814.45  
 COLLECTED BY STATE \$ 152,695.35  
**TOTAL COLLECTED \$ 172,509.80** Received in December 2020

	BUDGET:					2019	2020	Monthly % of Change (+/-)	Cumm. % of Change
	2016	2017	2018	2019	2020				
JANUARY	110,044.41	105,503.70	113,459.79	121,756.16	164,204.75	42,448.59	34.86%	34.86%	
FEBRUARY	117,725.29	127,099.50	131,577.49	134,870.23	155,565.19	20,694.96	15.34%	24.61%	
MARCH	137,223.95	143,664.30	133,034.88	169,740.89	148,242.14	(21,498.75)	-12.67%	9.77%	
APRIL	125,664.43	135,538.61	141,116.64	163,970.82	176,369.71	12,398.89	7.56%	9.15%	
MAY	138,519.09	140,089.23	140,994.71	162,242.55	209,430.39	47,187.84	29.08%	13.45%	
JUNE	141,573.47	151,779.74	165,524.40	184,727.31	200,329.36	15,602.05	8.45%	12.46%	
JULY	139,936.53	134,639.90	136,107.09	163,345.65	195,467.90	32,122.25	19.67%	13.53%	
AUGUST	136,146.91	153,261.78	139,538.23	165,871.93	182,047.91	16,175.98	9.75%	13.04%	
SEPTEMBER	131,856.97	132,195.69	136,567.68	164,321.69	188,993.15	24,671.46	15.01%	13.27%	
OCTOBER	122,953.34	125,887.10	136,145.07	158,386.93	172,509.80	14,122.87	8.92%	12.83%	
NOVEMBER	123,689.65	133,063.60	129,733.81	159,523.44					
DECEMBER	138,217.02	146,721.18	156,427.85	165,446.96					
Adjustment									
<b>Totals</b>	<b>1,563,551.06</b>	<b>1,629,444.33</b>	<b>1,660,227.64</b>	<b>1,914,204.56</b>	<b>1,793,160.30</b>	<b>203,926.14</b>	<b>XXXXX</b>	<b>XXXXX</b>	



# OFFICE OF THE STATE COURT ADMINISTRATOR

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December 9, 2020

Amy White-Tanabe  
County Administrator  
Otero County  
13 W Third St  
La Junta, CO 81050

**Steven Vasconcellos**  
*State Court Administrator*

**Terri Morrison**  
*Judicial Legal Counsel*

## **DIRECTORS**

**Brenidy Rice**  
*Court Services*

**Marty Galvin**  
*Financial Services*

**Chad Cornelius, CIO**  
*Information Technology  
Services*

**Glenn Tapia**  
*Probation Services*

## **ACTING DIRECTOR**

**Melanie Ulrich**  
*Human Resources*

Dear Ms. Tanabe-White,

On behalf of the Underfunded Courthouse Facility Commission, it is my pleasure to inform you that Otero County has been awarded grant funding from the Fiscal Year 2021 Underfunded Courthouse Facility Fund in the amount of \$151,273.

The Statement of Grant Award and Terms and Conditions covering this award will be sent to you shortly. The award is not final until the Grant Award is signed by an authorized representative of the Board of County Commissioners and the State Court Administrator. Grant funds shall not be used to reimburse expenses incurred by the County prior to execution of the Statement of Grant Award.

Please contact Marty Galvin at 720-625-5853 if you have questions regarding this award.

Congratulations, and we look forward to working with you.

Sincerely,

Steven Vasconcellos  
State Court Administrator

Cc: Hon. Mark MacDonnell, Chief Judge, 16<sup>th</sup> Judicial District  
C.J. Montoya, Court Executive, 16<sup>th</sup> Judicial District





**COLORADO**  
Department of Local Affairs  
Division of Local Government

December 11, 2020

Commissioner Keith Goodwin, Chair  
Otero County Board of Commissioners  
13 W. 3<sup>rd</sup> Street  
La Junta, CO 81050

RE: EIAF #A-0143 - Otero County Judicial District Facility Master Plan

Dear Commissioner Goodwin:

In response to your recent request, I am offering to enter into a contract for a grant in the amount of \$25,000.00 to assist with the completion of a Judicial District Facility Master Plan for the Masonic Lodge property in the City of La Junta. We anticipate these grant funds will be from state severance tax proceeds which may cause you to go to election to receive and spend these funds. You should confer with your legal and budget advisors to determine if such an election is necessary.

Please contact your Regional Manager, Tara Marshall, at (719) 250-6944 for information on how to proceed. Expenditure of State funds prior to the contract being fully executed cannot be included in the contract budget or reimbursed by the State. Per our program guidelines, this offer is valid for one year from the date of this letter.

Thank you for helping Colorado build an economy where all Coloradans can thrive.

Sincerely,

Rick M. Garcia  
Executive Director

cc: Larry Crowder, State Senator  
Bri Buentello, State Representative  
Amy White-Tanabe, Otero County  
Tara Marshall, DOLA



## Commissioners

**Mon Dec 14, 2020**

**8am - 9am Administration / JH, KG, JB**

**Where:** Room 212

**Calendar:** ocw@oterogov.org

**9am - 9:15am Emergency Management / JH, KG, JB, DC**

**Where:** Room 212

**Calendar:** ocw@oterogov.org

**9:15am - 10am Public Works / JH, KG, JB, LN**

**Where:** Room 212

**Calendar:** ocw@oterogov.org

**10am - 11am County Attorney -- KG, JB, JH, NS**

**Where:** Room 212

**Calendar:** ocw@oterogov.org

**11am - 12pm Department of Human Services / JH, KG, JB, DR**

**Where:** Room 212

**Calendar:** ocw@oterogov.org

**1:30pm - 3pm Otero County Board of Commissioners Public Hearing / JH, KG, JB**

**Where:** Room 107

**Calendar:** ocw@oterogov.org

**3pm - 3:30pm Economic Development Coordinator / JH, KG, DB**

**Calendar:** ocw@oterogov.org

**Tue Dec 15, 2020**

**9am - 4pm Work Session / JH, KG, JB**

**Where:** Room 212

**Calendar:** ocw@oterogov.org

**Wed Dec 16, 2020**

**All day SECAHB -- DC**

**Where:** Wed Dec 16, 2020

**Calendar:** ocw@oterogov.org

**8am - 11:30am Lower Arkansas Valley Water Conservancy District / KG**

**Where:** Rocky Ford

**Calendar:** ocw@oterogov.org

**9am - 9:30am Health Dept Briefing**

**Calendar:** ocw@oterogov.org

**12pm - 2pm SEBREA / DB, KG**

**Where:** OJC, McDonald Hall

**Calendar:** ocw@oterogov.org

**C**

## Commissioners

**1:30pm - 2:15pm DOLA Regional Meeting**

**Calendar:** [ocw@oterogov.org](mailto:ocw@oterogov.org)

**2pm - 3pm SAGE / JH, DR**

**Where:** OJC

**Calendar:** [ocw@oterogov.org](mailto:ocw@oterogov.org)

**Thu Dec 17, 2020**

**8am - 9am**

**CCI Conference Session – The Local Public Health Model & Effective Partnerships with Counties**

**Calendar:** [ocw@oterogov.org](mailto:ocw@oterogov.org)

**1:30pm - 2:30pm Public Hearing 1041 Amendments**

**Calendar:** [ocw@oterogov.org](mailto:ocw@oterogov.org)