



Rob Oquist - Commissioner Dist. 1
Tim Knabenshue - Commissioner Dist. 2
Jim Baldwin - Commissioner Dist. 3
Amy White-Tanabe - County Administrator
Nathan Shultz - County Attorney

Otero County Board of Commissioners

AGENDA

December 18, 2024

1. Opening Prayer
2. Pledge of Allegiance
3. Call to Order
4. Public Comment (limit of 3 minutes)
5. Presentations
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, 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. Financial Statements – General Human Services
 - d. Liquor License Renewal, The Beer Joint
 - e. Tobacco License Renewal, Bauserman’s Market
7. Old Business
8. New Business
 - a. Otero Partners, Inc., CDBG grant, Danelle Berg
 - b. Ivor Hill, Contract
 - c. Resolution 2023-14 to appropriate Additional Sums of Money to Defray Expenses of Amounts Budgeted for 2023
 - d. Introduction of the 2024 Final Budget
9. Departmental Reports
10. Commissioners Report
11. Discussion
12. Announcements
 - a. Special Budget Public Hearing 12/21 at 1:30 – Final Budget Adoption

- b. County Offices and Landfill will be closed Friday, December 22nd, in observance of Christmas Eve, and the Courthouse, County Offices, and Landfill will be closed Monday, December 25th, to observe Christmas Day.
- c. County Offices and Landfill will be closed Friday, December 29th, in observance of New Year's Eve, and the Courthouse, County Offices, and Landfill will be closed Monday, January 1st, to observe New Year's Day.
- d. Next meeting: January 8, 2024.



December 11th, 2023

The Board of County Commissioners now meets pursuant to adjournment.

Present:	Rob Oquist	Chairman
	Tim Knabenshue	Commissioner
	Jim Baldwin	Commissioner
	Amy White-Tanabe	Administrator
	Shannon Casillas	Chief Deputy Clerk

Guests in attendance in person: Adrian Hart and Michael Yerman.

On Zoom: Anne Boswell Taylor.

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

Chr. Oquist called the regular meeting to order.

Chr. Oquist called for approval of the consent agenda. The agenda includes approval of the minutes from November 13th, 2023, bills and payroll for November 16th to November 30th, 2023, Liquor & Tobacco License Renewal for North La Junta Loaf 'n Jug, Board of Health Re-Appointment Recommendation, Dr. David Trujillo, Ambulance Permit-American Medical Response, and USDA Cooperative Service Agreement. Co. Knabenshue motioned to approve the consent agenda. Co. Baldwin seconded. Motion carried.

Michael Yerman, who is the Regional My Rural Planner is requesting approval for the Regional Housing Authority Intergovernmental Agreement. Co. Baldwin motioned to approve. Co. Knabenshue seconded. Motion carried.

Admin. White-Tanabe presented to Ratify the contract for the Masonic Lodge Window Project. The contract is with Heritage Window Restoration for \$164,200.00. Co. Knabenshue motioned to Ratify the contract approval. Co. Baldwin seconded. Motion carried.

Admin. White-Tanabe presented 6 Secure Transportation Permits for Valley Wide Health Systems for 6 vehicles which are valid for 3 years. Co. Baldwin motioned to approve. Co. Knabenshue seconded. Motion carried.

Admin. White-Tanabe presented the sales tax report. She presented the September sales tax which was increased by \$8,912.11 from September 2022. This is a monthly percent change of 3.98.

Co. Knabenshue, along with Co. Oquist, attended the CCI conference in Denver and the Wall Breaking Ceremony for the Detention Center.

Admin. White-Tanabe also attended CCI conference and the Wall Breaking Ceremony. She is working on finishing touches for the Budget and closed out the meeting with announcements.

With no further business the Board adjourned the meeting.

Next meeting will be Monday, December 18th, 2023, at 1:30pm.

Clerk

Chairman

OTERO COUNTY PAYMENTS
DECEMBER 1 THROUGH DECEMBER 15, 2023

Check #	Vendor	Description	Department	Amount
127732	FRONTIER DINER	SPECIAL PROJECTS	ADMIN	2,233.00
127733	21ST CENTURY EQUIPMENT LLC	PARTS/SERVICE	R&B	2,319.01
127734	ACM DIESEL, LLC	PARTS/SERVICE	R&B	9,986.92
127735	ALAN M WADLEIGH	TRAVEL	ADULT SERVICES	42.00
127736	AMERICAN MEDICAL RESPONSE	MEDICAL SERVICES	JAIL	624.07
127737	ARK VALLEY VISION CARE, LLC	AAA GENERAL FUND	AAA	92.00
127738	ARKANSAS VALLEY LUMBER & SUPPLY	PARTS/SERVICE	JAIL/R&B	128.02
127739	BACA COUNTY PUBLIC HEALTH AGENCY	BACA COUNTY PHA	AAA	270.00
127740	BENT COUNTY COMMISSIONERS	BENT COUNTY GATS	AAA	1,814.00
127741	BENT COUNTY PUBLIC HEALTH	RENT	SEP/HEALTH	425.00
127742	BLACK HILLS ENERGY	UTILITIES	VARIOUS	4,112.00
127743	BRIGITTE BROWN	TRAVEL	ADULT SERVICES	564.38
127744	CENTURYLINK - SEATTLE, WA	PURCHASED SERVICES-COMM	E911	4,513.32
127745	CHARLES MCFARLAND AMERICAN LEGION POST	SHIP RIDES	ADULT SERVICES	1,571.99
127746	CHRISTY BOWMAN	EMS	AMBULANCE SERVICE	700.00
127747	CITY OF LA JUNTA TRANSIT	AAA GENERAL FUND	AAA	787.46
127748	CITY OF LAMAR	AAA GENERAL FUND	AAA	4,625.97
127749	COLORADO BUREAU OF INVESTIGATION	CONCEALED HAND GUN PERMIT	SHERIFF	629.00
127750	COLORADO STATE TREASURER	SALARIES & WAGES - PERM	ASSESSOR/JAIL	17,769.00
127751	COMPANION LIFE INSURANCE COMPANY	LIFE INSURANCE & AD&D PREMIUMS	MED TRUST	2,548.80
127752	COUNTY SHERIFFS OF COLORADO	OPERATING SUPPLIES	SHERIFF	100.00
127753	CROWLEY COUNTY COMMISSIONERS	AAA GENERAL FUND	AAA	521.40
127754	CRYSTAL ARAGON	FSSP CLIENT SUPPORT	FSSP	800.00
127755	DAVIS AUTO REPAIR	BATTERIES, TIRES, TUBES, ETC	SHERIFF	480.14
127756	DAYLIGHT DONUTS	DUES & MEETINGS	R&B	24.58
127757	DEEP ROCK	MISCELLANEOUS	TREASURER	37.46
127758	DEEP ROCK	MISCELLANEOUS	SHERIFF	76.45
127759	EXPRESS TOLL	TRAVEL	SHERIFF	8.85
127760	GOBIN'S INC	MAINTENANCE CONTRACTS	CLERK/TREASURER/R&B	185.38
127761	GRAINGER, INC	PARTS/SERVICE	G&B/R&B	475.63
127762	GREAT AMERICA LEASING CORP.	MAINTENANCE CONTRACTS	ASSESSOR	145.22
127763	INDUSTRIAL HEALTH SERVICE, INC	DRUG TESTING & DOT PHYSICALS	HEALTH/R&B	185.60
127764	INTEGRATED VOTING SOLUTIONS	PRINTING/POSTAGE	ELECTIONS	12,986.00
127765	JACKSON AWARDS & DESIGN LTD	OPERATING SUPPLIES	SHERIFF	50.00
127766	JOHN DEERE FINANCIAL	OPERATING SUPPLIES	SHERIFF	249.99
127767	LA JUNTA TRADING COMPANY, INC	BUILDING MAINT/REPAIRS	VARIOUS	621.37
127768	LEONARD TAFOYA	TRAVEL	AAA	365.00
127769	MARDONA L MORELAND	TRAVEL	AAA	713.28
127770	MARTIN PIPE & STEEL, INC	BRIDGE MAINTENANCE	R&B	647.21
127771	MHC KENWORTH-PUEBLO	PARTS/SERVICE	R&B	416.76
127772	MIGUEL A ESTRADA-HURTADO	BLDG UTIL/MAINT - RF	HEALTH	50.00
127773	NATALIE A. EDMUNDSON	CONTRACT SERVICES	LAND USE	1,035.00
127774	OFFICE DEPOT, INC	OFFICE SUPPLIES	SHERIFF/HEALTH	283.16
127775	O'REILLY AUTO PARTS	REPAIR/MAINT-MOTOR VEHICLES	SHERIFF/G&B/R&B	2,018.68
127776	OTERO COUNTY COMMISSIONERS	OPERATING	ADULT SERVICES	732.04
127777	OTERO COUNTY HEALTH DEPT	PETTY CASH	HEALTH	45.99
127778	OTERO COUNTY ROAD & BRIDGE	REPAIR/MAINT-MOTOR VEHICLES	SHERIFF/ADMIN	375.87
127779	OTERO COUNTY TREASURER	MISCELLANEOUS	TREASURER	114.51
127780	OTERO TRUE VALUE	PARTS/SERVICE	JAIL/R&B	100.35
127781	PEAK ELEVATOR PERFORMANCE GROUP	MAINTENANCE CONTRACTS	G&B	120.00
127782	PIPEYARD	CULVERTS	R&B	56.30
127783	PROWERS AREA TRANSIT	PROWERS AREA TRANSIT	AAA	1,564.00
127784	RESERVE ACCOUNT	POSTAGE	VARIOUS	722.00
127785	ROCKY FORD DAILY GAZETTE	ADVERTISING/LEGAL NOTICES	VARIOUS	2,038.82
127786	ROCKY FORD EMERGENCY SERVICE	EMS	AMBULANCE SERVICE	2,381.88
127787	RUSLER IMPLEMENT CO	PARTS/SERVICE	R&B	3,200.19
127788	SAFETY-KLEEN SYSTEMS, INC	PARTS/SERVICE	R&B	145.78

Check #	Vendor	Description	Department	Amount
127789	SAL'S AUTOBODY LLC	PARTS/SERVICE	R&B	471.02
127790	SECOM	CTC GRANT	HEALTH	104.98
127791	SHRED AMERICA COLORADO	DOCUMENT SHREDDING	ADMIN/ADULT SERVICES	41.20
127792	SNO-WHITE LINEN & UNIFORM RENTAL	PARTS/SERVICE	R&B	261.78
127793	SOUTHERN TIRE MART LLC	TIRES	R&B	1,820.27
127794	STATE OF COLO DPA ACCOUNTING	POSTAGE, BOX RENT, ETC	CLERK	955.25
127795	STEIR FUEL & OIL	PARTS/SERVICE	R&B	386.55
127796	SWINK SCHOOL DISTRICT #33	MANUFACTURING	SECTOR PARTNERSHIP	801.80
127797	TASCOSA OFFICE MACHINES, INC	OPERATING	ADULT SERVICES	221.03
127798	THE MASTER'S TOUCH LLC	ADVERTISING/POSTAGE	TREASURE4R	6,110.52
127799	THOMSON REUTERS - WEST	SOFTWARE/HARDWARE RENTAL	SHERIFF	376.30
127800	TOWN OF FOWLER	UTILITIES	R&B	204.71
127801	TOWN OF SWINK	UTILITIES	R&B	106.72
127802	TRIAD COMPUTER SERVICES, INC	OPERATING SUPPLIES	HEALTH	32.26
127803	TRIPLE T AUTO PARTS	PARTS/SERVICE	R&B	387.67
127804	US POST OFFICE - BOX RENT	POSTAGE, BOX RENT, ETC	TREASURER	174.00
127805	VALLEY AUTO PARTS, INC	PARTS/SERVICE	R&B	1,410.18
127806	VANESSA ROMERO	TRAVEL	ADULT SERVICES	73.67
127807	VIAERO WIRELESS	TELEPHONE	EXTENSION	147.83
127808	VISA	DUES & MEETINGS/TRAVEL OPERATING	VARIOUS	5,718.75
127809	NOT A CHECK			-
127810	WAGNER EQUIPMENT CO	PARTS/SERVICE	R&B	197.59
127811	WALMART / CAPITAL ONE	OPERATING SUPPLIES	HEALTH	282.39
127812	WALMART / CAPITAL ONE	BUILDING MAINT/REPAIRS	G&B	32.83
127813	X-TREME H2O	REPAIR/MAINT-MOTOR VEHICLES	SHERIFF/TRANSPORT	65.76
2829	16TH JUDICIAL DISTRICT	16TH JUDICIAL DISTRICT	INTERGOVERNMENTAL	43,272.61
2830	AMANDA MUELLER	FSSP CLIENT SUPPORT	FSSP	1,400.00
2831	AMAZON CAPITAL SERVICES, INC	PARTS/SERVICE	ADMIN/G&B/R&B	620.22
2832	AMY WHITE TANABE	TELEPHONE	ADMIN	343.00
2833	ANDREA CRAFTON	FSSP CLIENT SUPPORT	FSSP	500.00
2834	ARKANSAS VALLEY ACCUMED	MEDICAL SUPPLIES	HEALTH/STATE GRANTS	5,047.35
2835	ARKANSAS VALLEY HOSPICE, INC	CAREGIVER SUPPORT	AAA	2,263.50
2836	BACA COUNTY COMMISSIONERS	AAA GENERAL FUND	AAA	1,164.00
2837	BACA HOME CARE AGENCY, INC	CAREGIVER SUPPORT	AAA	2,235.00
2838	BENITA GONZALES	CONSUMABLES	SENIOR CENTER	49.80
2839	BRENDA DONALDSON	TRAVEL	SEP/HEALTH	95.40
2840	CENTURYLINK	TELEPHONE	E911/AAA	308.52
2841	CLEAN VALLEY RECYCLING	UTILITIES	G&B	160.00
2842	DEE ANN LYONS	MEDICAL SERVICES	JAIL/STATE GRANTS	2,935.00
2843	DIGITCOM ELECTRONICS, INC	MAINTENANCE CONTRACTS/REPAIRS	E911	5,402.00
2844	ELSIE MAE KLEIN	TRAVEL	ADULT SERVICES	841.31
2845	FELISHA HERRERA	FSSP CLIENT SUPPORT	FSSP	50.00
2846	FLOYD R WARD JR	TRAVEL	ADULT SERVICES	144.00
2847	GALLS, LLC	UNIFORMS	JAIL	173.46
2848	GAYLE LANGAN	TRAVEL	ADULT SERVICES	235.84
2849	GREGGORY PORTCH	TRAVEL	ADULT SERVICES	19.00
2850	GT INDEPENDENCE	FMS CLIENT SERVICES/FEE EXPENSE	VDC	42,088.67
2851	HIGH PLAINS AUDIOLOGY LLC	MATERIAL AID	AAA	7,200.00
2852	JACKI SHERIFF CLARK	TRAVEL	ADULT SERVICES	913.41
2853	JOHNETTE SUE FULLER	TRAVEL	ADULT SERVICES	746.52
2854	J-U-B ENGINEERS, INC	PARKS & REC FACILITIES	CAPITAL IMPROVEMENT	7,537.50
2855	LA JUNTA RURAL FIRE PROTECTION DISTRICT	EMS	AMBULANCE SERVICE	2,119.98
2856	LAMAR AREA HOSPICE	CAREGIVER SUPPORT	AAA	1,062.50
2857	LAW OFFICE OF RANDA DAVIS-TICE	LEGAL FEE CONTINGENCY	AAA	1,182.44
2858	LOCK MONKEY INC	REPAIRS/MAINTENANCE	CLERK	225.00
2859	NUNN CONSTRUCTION, INC	DETENTION DEVELOPMENT	JAIL	46,727.83
2860	OTERO PARTNERS, INC	DA BUILDING EXPENSES	INTERGOVERNMENTAL	732.24
2861	PAULINE APODACA	FSSP CLIENT SUPPORT	FSSP	360.00
2862	ROBERT BLAIR	TRAVEL	ADULT SERVICES	42.40
2863	SAGE SERVICES, INC.	CONGREGATE/HOME DELIVERED MEALS	AAA	49,299.17

Check #	Vendor	Description	Department	Amount
2864	SAMANTHA PALMER	TRAVEL	ADULT SERVICES	78.44
2865	SANDRA LEE ESTEP	TRAVEL	ADULT SERVICES	754.43
2866	SECWAE - ARKANSAS VALLEY CONDUIT	ARP 5.11 WATER INFRASTRUCTURE	AMERICAN RESCUE PLAN	41,006.39
2867	SHELLY R BAUER	TRAVEL	ADULT SERVICES	60.00
2868	SHULTZ LAW OFFICE LLC	CONTRACT SERVICES	VARIOUS	3,320.50
2869	SOUTHEAST COLORADO POWER ASSN	UTILITIES	R&B	814.08
2870	THE HOME DEPOT PRO	BUILDING MAINT/REPAIRS	G&B/R&B	3,076.76
2871	TYLA T HIATT	TRAVEL	ADULT SERVICES	376.42
2872	VALLEY TRASH LLC	BUILDING MAINT/REPAIRS	ADMIN	76.00
2873	VOIANCE LANGUAGE SERVICES, LLC	PURCHASED SERVICES-COMM	E911	6.90
2874	WAXIE SANITARY SUPPLY	JANITORIAL SUPPLIES	G&B/EXTENSION	92.55
2875	WEX BANK	FUEL	VARIOUS	<u>7,697.26</u>
				<u>395,073.29</u>

Fund Summary

010 - GENERAL FUND	123,493.37
011 - SMALL BUSINESS DEVL P RLF	116.00
013 - AMERICAN RESCUE PLAN	41,006.39
020 - ROAD & BRIDGE FUND	29,936.05
025 - MEDICAL TRUST FUND	2,548.80
040 - AAA FUND	121,460.70
050 - DETENTION CENTER FUND	46,978.47
070 - GENERAL HUMAN SERVICES	7,067.34
080 - HEALTH FUND	3,117.24
085 - CONSERVATION TRUST FUND	7,613.50
090 - CLERK HIRE FUND	1,630.25
095 - E-911	<u>10,105.18</u>
	<u>395,073.29</u>



Otero County, CO

My Budget Report

Account Summary

For Fiscal: 2023 Period Ending: 11/30/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 070 - GENERAL HUMAN SERVICES							
Revenue							
070.330.33404	OLTC RETENTION GRANT	0.00	0.00	0.00	67,000.00	67,000.00	0.00 %
070.330.33406	OLTC ADT GRANT	0.00	0.00	0.00	2,914.94	2,914.94	0.00 %
070.330.33407	CSBG	150,000.00	150,000.00	6,183.40	110,682.70	-39,317.30	26.21 %
070.330.33408	SINGLE ENTRY POINT (SEP)	1,041,466.00	1,041,466.00	0.00	600,236.82	-441,229.18	42.37 %
070.330.33409	HCA GRANT	26,088.00	26,088.00	7,128.84	20,176.47	-5,911.53	22.66 %
070.330.33703	MMOF GRANT (NEMT)	30,000.00	30,000.00	0.00	0.00	-30,000.00	100.00 %
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)	3,000.00	3,000.00	100.00	1,880.00	-1,120.00	37.33 %
	Revenue Total:	1,253,554.00	1,253,554.00	13,412.24	804,390.93	-449,163.07	35.83%
Expense							
070.445.44521.11100	SALARIES & WAGES - PERM	17,917.00	17,917.00	0.00	5,526.83	12,390.17	69.15 %
070.445.44521.11300	SALARIES & WAGES - PART-TIME	22,854.00	22,854.00	1,787.00	26,516.57	-3,662.57	-16.03 %
070.445.44521.14200	WORKER'S COMPENSATION	393.00	393.00	0.00	122.00	271.00	68.96 %
070.445.44521.14320	HEALTH INSURANCE	595.00	595.00	0.00	187.88	407.12	68.42 %
070.445.44521.14350	LIFE INS ONLY-COUNTY PAID	50.00	50.00	0.00	13.43	36.57	73.14 %
070.445.44521.14400	FICA TAXES	3,119.00	3,119.00	136.70	2,440.15	678.85	21.76 %
070.445.44521.14500	CRA - RETIREMENT	1,075.00	1,075.00	0.00	320.51	754.49	70.19 %
070.445.44521.22900	OPERATING	814.00	814.00	96.44	1,886.80	-1,072.80	-131.79 %
070.445.44521.35400	AUDIT	156.00	156.00	0.00	165.00	-9.00	-5.77 %
070.445.44521.51300	LIABILITY INSURANCE	449.00	449.00	0.00	353.62	95.38	21.24 %
070.445.44521.53150	RENT	664.00	664.00	58.64	1,130.21	-466.21	-70.21 %
070.445.44521.71200	EMERG ASST/ECONOMIC ASST	0.00	0.00	-200.00	-200.00	200.00	0.00 %
070.445.44521.77010	HOUSING	40,000.00	40,000.00	0.00	36,122.96	3,877.04	9.69 %
070.445.44521.77030	LINKAGES	17,194.00	17,194.00	0.00	849.34	16,344.66	95.06 %
070.445.44521.77050	MED TRANS - OTERO	30,000.00	30,000.00	0.00	37,265.00	-7,265.00	-24.22 %
070.445.44521.77070	DENTAL	15,000.00	15,000.00	0.00	3,854.00	11,146.00	74.31 %
070.445.44560.37530	NEMT TRAVEL	0.00	0.00	3,412.00	15,570.00	-15,570.00	0.00 %
070.445.44570.11100	SALARIES & WAGES - PERM	661,558.00	661,558.00	70,044.07	665,548.35	-3,990.35	-0.60 %
070.445.44570.12100	OVERTIME - PERM	0.00	0.00	272.25	3,564.27	-3,564.27	0.00 %
070.445.44570.14200	WORKER'S COMPENSATION	11,828.00	11,828.00	0.00	10,328.00	1,500.00	12.68 %
070.445.44570.14320	HEALTH INSURANCE	165,532.00	165,532.00	15,319.99	164,115.33	1,416.67	0.86 %
070.445.44570.14350	LIFE INS ONLY-COUNTY PAID	8,458.00	8,458.00	61.39	390.42	8,067.58	95.38 %
070.445.44570.14400	FICA TAXES	50,609.00	50,609.00	4,928.47	46,357.11	4,251.89	8.40 %
070.445.44570.14500	CRA - RETIREMENT	39,694.00	39,694.00	4,202.65	39,913.71	-219.71	-0.55 %
070.445.44570.22900	OPERATING SUPPLIES	60,857.00	60,857.00	1,595.66	37,095.45	23,761.55	39.04 %
070.445.44570.35400	AUDIT	1,042.00	1,042.00	0.00	1,028.00	14.00	1.34 %
070.445.44570.36300	VEHICLE REPAIRS/MAINTENANCE	500.00	500.00	0.00	302.14	197.86	39.57 %
070.445.44570.37500	TRAVEL/TRAINING	5,000.00	5,000.00	0.00	1,962.96	3,037.04	60.74 %
070.445.44570.51300	LIABILITY INSURANCE	13,069.00	13,069.00	0.00	14,774.40	-1,705.40	-13.05 %
070.445.44570.53150	RENT	23,320.00	23,320.00	1,966.16	20,307.31	3,012.69	12.92 %
070.445.44570.71840	SIS ASSESSMENTS	0.00	0.00	0.00	697.15	-697.15	0.00 %
070.445.44571.11100	SALARIES & WAGES - PERM	3,324.00	3,324.00	43.35	1,326.06	1,997.94	60.11 %
070.445.44571.14200	WORKER'S COMPENSATION	116.00	116.00	0.00	160.00	-44.00	-37.93 %
070.445.44571.14320	HEALTH INSURANCE	874.00	874.00	0.00	330.37	543.63	62.20 %
070.445.44571.14350	LIFE INS ONLY-COUNTY PAID	1.00	1.00	0.20	1.71	-0.71	-71.00 %
070.445.44571.14400	FICA TAXES	254.00	254.00	3.32	92.26	161.74	63.68 %
070.445.44571.14500	CRA - RETIREMENT	199.00	199.00	2.59	79.54	119.46	60.03 %
070.445.44571.22900	OPERATING SUPPLIES	20,290.00	20,290.00	1.73	69.11	20,220.89	99.66 %
070.445.44571.35400	AUDIT	39.00	39.00	0.00	7.00	32.00	82.05 %
070.445.44571.36300	VEHICLE REPAIRS/MAINTENANCE	50.00	50.00	0.00	0.00	50.00	100.00 %

My Budget Report

For Fiscal: 2023 Period Ending: 11/30/2023

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<u>070.445.44571.37500</u>	350.00	350.00	0.00	0.00	350.00	100.00 %
<u>070.445.44571.51300</u>	408.00	408.00	0.00	480.46	-72.46	-17.76 %
<u>070.445.44571.53150</u>	182.00	182.00	1.19	44.79	137.21	75.39 %
<u>070.445.44575.11500</u>	0.00	0.00	0.00	34,500.00	-34,500.00	0.00 %
Expense Total:	1,217,834.00	1,217,834.00	103,733.80	1,175,600.20	42,233.80	3.47%
Fund: 070 - GENERAL HUMAN SERVICES Surplus (Deficit):	35,720.00	35,720.00	-90,321.56	-371,209.27	-406,929.27	1,139.22%
Report Surplus (Deficit):	35,720.00	35,720.00	-90,321.56	-371,209.27	-406,929.27	1,139.22%

Group Summary

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 070 - GENERAL HUMAN SERVICES						
Revenue	1,253,554.00	1,253,554.00	13,412.24	804,390.93	-449,163.07	35.83%
Expense	1,217,834.00	1,217,834.00	103,733.80	1,175,600.20	42,233.80	3.47%
Fund: 070 - GENERAL HUMAN SERVICES Surplus (Deficit):	35,720.00	35,720.00	-90,321.56	-371,209.27	-406,929.27	1,139.22%
Report Surplus (Deficit):	35,720.00	35,720.00	-90,321.56	-371,209.27	-406,929.27	1,139.22%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
070 - GENERAL HUMAN SERVICES	35,720.00	35,720.00	-90,321.56	-371,209.27	-406,929.27
Report Surplus (Deficit):	35,720.00	35,720.00	-90,321.56	-371,209.27	-406,929.27



Otero County, CO

My Balance Sheet

Account Summary

As Of 11/30/2023

Account	Name	Balance
Fund: 070 - GENERAL HUMAN SERVICES		
Assets		
070.100.10000	CASH (POOL)	-16,882.78
070.100.10100	CASH (IN BANK)	0.00
070.100.10310	CASH IN BANK W/TREASURER	-185,476.53
070.100.10320	CASH WITH TRUSTEE	0.00
070.100.10500	PROPERTY TAXES RECEIVABLE	0.00
070.100.11510	ACCOUNTS RECEIVABLE	1,828.00
070.100.11730	RECEIVABLE - OTHER	0.00
070.100.11740	RECEIVABLE FROM SOC SERVICES	0.00
070.100.13100	DUE FROM OTHER FUNDS	0.00
070.100.13500	INTEREST RECEIVABLE	0.00
070.100.16420	FIXED ASSETS	0.00
	Total Assets:	-200,531.31
		<u>-200,531.31</u>
Liability		
070.200.20100	ACCOUNTS PAYABLE	0.00
070.200.20101	AP PENDING (DUE TO POOL)	-5,320.40
070.200.20500	NOTES PAYABLE	0.00
070.200.20711	DUE TO OTHER FUNDS	0.00
070.200.20740	DUE TO BENEFICIARIES	0.00
070.200.21700	PAYROLL TAX/DED PAYABLE	0.00
070.200.21800	ACCRUED COMPENSATION	0.00
070.200.22280	DEFERRED REVENUE	213,609.98
	Total Liability:	208,289.58
Equity		
070.272.25120	ESTIMATED REVENUE	0.00
070.272.25125	REVENUE CONTROL ACCOUNT	0.00
070.272.25130	APPROPRIATIONS	0.00
070.272.25135	EXPENDITURE CONTROL ACCOUNT	0.00
070.272.25145	ENCUMBRANCE RESERVE/CURR YEAR	0.00
070.272.25150	ENCUMBRANCE RESERVE/PRIOR YEAR	0.00
070.272.25155	ENCUMBRANCE CONTROL ACCT	0.00
070.280.28000	FUND BALANCE	-37,611.62
	Total Beginning Equity:	-37,611.62
Total Revenue		804,390.93
Total Expense		1,175,600.20
Revenues Over/Under Expenses		-371,209.27
	Total Equity and Current Surplus (Deficit):	-408,820.89
	Total Liabilities, Equity and Current Surplus (Deficit):	<u>-200,531.31</u>



Rob Oquist - Commissioner Dist. 1
Tim Knabenshue - Commissioner Dist. 2
Jim Baldwin - Commissioner Dist. 3
Nathan Shultz - County Attorney
Amy White-Tanabe - County Administrator

Office of the Commissioners

December 18, 2023

Ms. Audrey Field
Financial Assistant Manager
Department of Local Affairs
1313 Sherman Street, Room 521
Denver, CO 80203

RE: CDBG Contract #19-600

Dear Ms. Adkins:

In July 2019, Otero County entered into a CDBG Contract, Number 19-600, with the Department of Local Affairs (DOLA) wherein DOLA awarded Otero County CDBG funds for the Revolving Loan Fund. The County requested and received one extension to this contract.

It is the understanding of the County that this contract has a remaining balance of \$116,600.00. While assisting four businesses, we have been able to create new jobs in Otero and Las Animas Counties. Since this project concluded on July 31, 2023, the County respectfully requests DOLA to DE obligate the remaining balance of \$116,600.00 so that said funds may be used for other CDBG program projects.

Thank you for your attention to this matter.

Very truly yours,
OTERO COUNTY COMMISSIONERS

Rob Oquist, Chairman

Tim Knabenshue

Jim Baldwin



STATE OF COLORADO)
) ss.
County of Otero)

At a Regular meeting of the Board of County Commissioners for Otero County, Colorado, held at the Courthouse in La Junta on Monday, the 18th day of December, A.D. 2023, there were present:

- | | | |
|--------------------------|------------------|----------------------|
| <input type="checkbox"/> | Rob Oquist, | Chairman |
| <input type="checkbox"/> | Tim Knabenshue, | Commissioner |
| <input type="checkbox"/> | Jim Baldwin, | Commissioner |
| <input type="checkbox"/> | Lyn Scott, | Clerk to the Board |
| <input type="checkbox"/> | Amy White-Tanabe | County Administrator |

When the following proceedings, among others, were had and done, to-wit:

Resolution # 2023-14

A RESOLUTION APPROPRIATING ADDITIONAL SUMS OF MONEY TO DEFRAY EXPENSES IN EXCESS OF AMOUNTS BUDGETED FOR 2023

WHEREAS, Otero County Commissioners created a fund titled “Insurance Fund”; and

WHEREAS, the Insurance Fund resources are utilized to pay premiums for the County’s casualty & property coverage, and any other costs associated with its liability and/or property management program; and

WHEREAS, Otero County Commissioners created a fund titled “General Human Services”; and

WHEREAS, the General Human Services encompasses service areas such as the Single Entry Point (SEP), and Community Services Block Grant (CSBG) programs; and

WHEREAS, Otero County Commissioners created a fund titled “Clerk Hire Fund”; and

WHEREAS, the Clerk Hire Fund provides staffing and support for the Clerk & Recorder operations; and

WHEREAS, Otero County Commissioners created a fund titled “E-911 Fund”; and

WHEREAS, the 911 Otero County Emergency Telephone Service Authority Board was created for the purpose of providing 911 emergency phone services in Otero County.

BE IT RESOLVED by the County of Otero as follows:

Insurance Fund

That the 2023 appropriation for the Insurance Fund is hereby increased from \$378,064.00 to \$712,064.00. Therefore,

- Line item 045.400.40110.51300 Liability Insurance shall be increased to \$445,000.00.
- Line item 045.400.40110.78010 Contingent Claims shall be increased to \$252,000.00.

General Human Services Fund

That the 2023 appropriation for the General Human Services Fund is hereby increased from \$1,217,834.00 to \$1,351,252.00. Therefore,

- Line item 070.445.44560.37530 NEMT Travel shall be increased to \$18,500.00.
- Line item 070.445.44570.11100 Salaries & Wages – Perm shall be increased to \$739,702.00.
- Line item 070.445.44570.14320 Health Insurance shall be increased to \$186,068.00.
- Line item 070.445.44570.14400 FICA Taxes shall be increased to \$56,355.00.
- Line item 070.445.44570.14500 CRA – Retirement shall be increased to \$44,291.00.
- Line item 070.445.44570.22900 Operating Supplies shall be increased to \$65,454.00.
- Line item 070.445.44570.53150 Rent shall be increased to \$25,618.00.

Clerk Hire Fund

That the 2023 appropriation for the Clerk Hire Fund is hereby increased from \$176,834.00 to \$207,334.00. Therefore,

- Line item 090.400.40230.11100 Salaries & Wages – Perm shall be increased to \$114,928.00.
- Line item 090.400.40230.21400 Office Supplies shall be increased to \$9,200.00.
- Line item 090.400.40230.21450 Computer Supplies shall be increased to \$8,600.00.
- Line item 090.100.40230.36300 Repairs/Maintenance shall be increased to \$1,7500.00.

E-911 Fund

That the 2023 appropriation for the E-911 Fund is hereby increased from \$225,000.00 to \$351,968.00 therefore,

- Line item 095.420.42150.61310 Lease Purchase-Principal shall be increased to \$104,295.00.
- Line item 095.420.42150.61310 Lease Purchase-Interest shall be increased to \$22,673.00.

ADOPTED this 18th Day of December, A.D., 2023.

ATTEST:

Board of County Commissioners of the County of
Otero, State of Colorado:

Clerk & Recorder

Rob Oquist, Chairman

Tim Knabenshue

Jim Baldwin

ocw@oterogov.org

Mon Dec 18, 2023

8:30am - 10:30am OPI/OCLI

11am - 12pm Emergency Management / RO, TK, JB, DC

12pm - 1pm Administration/ AT, RO, TK, JB

1:30pm - 2pm Public Hearing - 2024 Budget

Tue Dec 19, 2023

1pm - 2pm Construction Conference*

2pm - 5pm Work Session / RO, TK, JB

Wed Dec 20, 2023

10:30am - 11:30am Lower Ark Water Conservancy -- JB

1pm - 2pm SECOG/SECED - DB/TK

Thu Dec 21, 2023

9:30am - 12pm SEWCD Board Meeting

1:30pm - 2pm Public Hearing - 2024 Final Budget

Fri Dec 22, 2023

All day County Offices Closed - Christmas Eve

Mon Dec 25, 2023

All day Courthouse Closed - Christmas Day

Tue Dec 26, 2023

2pm - 5pm Work Session / RO, TK, JB

Fri Dec 29, 2023

All day Otero County Offices CLOSED

ocw@oterogov.org

Mon Jan 1, 2024

All day Otero County Offices Closed - New Years Day

Tue Jan 2, 2024

1pm - 2pm Construction Conference*

2pm - 5pm Work Session / RO, TK, JB

Mon Jan 8, 2024

9am - 10am Public Works/Facility Management

10am - 11am Economic Development

11am - 12pm Department of Human Services / RO, TK, JB, DR

12pm - 1pm Administration / RO, TK, JB

1:30pm - 2:30pm Department of Human Services

1:30pm - 3pm Otero County Board of Commissioners Public Hearing / RO, TK, JB