



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 July 14, 2025

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, 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
7. Old Business
8. New Business
 - a. Approval of Special Events Permit – Goodwood Festival, Lyn Scott
 - b. Renewal of Liquor License – Felisa's Restaurant & Lounge, Lyn Scott
9. Departmental Reports
10. Commissioners' Report
11. Discussion
12. Announcements

June 23rd, 2025

The Board of County Commissioners now meets pursuant to adjournment.

Present:	Rob Oquist	Chairman
	Tim Knabenshue	Commissioner
	Jim Baldwin	Commissioner
	Amy White-Tanabe	Administrator
	Holly Huerta-Hudak	Clerk

Guests in attendance in person: Adrian Hart, Nancy Harrington, Betty McFarren, Christopher Olney, and Danny Chavez
Guests in attendance via Zoom: Anne Boswell

Chr. Oquist asked everyone to stand for Prayer and 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 June 9th, 2025, and bills and payroll for June 1st through June 15th, 2025. The board approved the re-appointment of Dave Hill and Matt McIntyre to the Otero County Planning Commission. The board approved the Department of Human Services Financial Report for April 2025. Co. Baldwin motioned to approve the consent agenda. Co. Knabenshue seconded. Motion carried.

Danny Chavez presented a Memorandum of Agreement, Fiscal Agent and Reimbursement Agreement for approval. This gives Baca County permission to act as fiscal agent for Otero County as part of the Southeast Colorado Region for the federal grant for the Colorado All Hazards Board. Co. Knabenshue motioned to approve. Co. Baldwin seconded. Motion Carried.

Admin. White-Tanabe presented a letter to accept Prop 123 Incentive Funds and a letter related to the abatement expense request. Co. Baldwin motioned to approve. Co. Knabenshue seconded. Motion Carried.

Admin. White-Tanabe presented the contract award for SM Construction. SM Construction bid \$589,350.00 for the Fowler County Road and Bridge Shop redevelopment after the fire. Co. Knabenshue motioned to approve. Co. Baldwin seconded. Motion carried.

Admin White-Tanabe reported the sales tax earned in April and received in June was up 3% based on comparisons from the last two years.

Co. Baldwin attended a Round Table Meeting.

Co. Knabenshue worked on leadership training and planning for the County employees. Water meetings continued. One was with Dr. Bartolo last week. Attended several meetings for a Southeast Grant for thriving communities with other Southeast Counties. Also, spoke with Congressman Jeff Hurd.

Chair Oquist attended Region Six Drug & Alcohol Abuse (RESADA), Southeast Colorado Business Retention, Expansion, and Attraction (SEBREA), SAGE Service meetings, and a meeting with Congressman Jeff Hurd. He attended a press conference with Southeast Colorado Opioid Response (SECOR) Region 19 group awarded a grant for Fort Lyon and Lamar to rehabilitate buildings to house people.

Admin White-Tanabe announced the County offices will be closed July 4, 2025, for the 4th of July holiday.

With no further business, the Board adjourned the meeting.

Next meeting will be Monday, July 14th, 2025, at 1:30 pm.

Clerk

Chairman

**OTERO COUNTY PAYMENTS
JUNE 1 THROUGH JUNE 30, 2025**

Check #	Vendor	Description	Department	Amount
130324	ACM DIESEL, LLC	PARTS/SERVICE	R&B	359.25
130325	AVRMC - PATIENT ACCOUNTS	MEDICAL SERVICES	JAIL	770.22
130326	BACA COUNTY PUBLIC HEALTH AGENCY	AAA GENERAL FUND	AAA	324.00
130327	BAUSERMAN'S MARKET	FOOD	JAIL	90.00
130328	BLACK HILLS ENERGY	UTILITIES	VARIOUS	596.82
130329	BRIGITTE BROWN	TRAVEL	ADULT SERVICES	473.20
130330	CATA- DANIELLE SIMPSON - TREASURER	DUES, MEETINGS & TRAINING	ASSESSOR	1,404.00
130331	CHERRYROAD MEDIA, INC	STEPP GRANT	HEALTH	9,505.62
130332	CITY OF LA JUNTA - UTILITIES	UTILITIES	SHERIFF/G&B/R&B	7,067.61
130333	CITY OF ROCKY FORD	UTILITIES	LAND USE	131.73
130334	COLORADO DEPT OF PUBLIC HEALTH	OPERATING SUPPLIES	HEALTH	716.00
130335	COLORADO STATE UNIVERSITY	SECOR	HEALTH	14,660.30
130336	CONNIE M RING	OMBUDSMAN ACTIVITIES SERV	AAA	47.70
130337	COUNTY TECH SERV-VOLUNTEER INS	OTHER INSURANCE	INSURANCE	74.60
130338	EASYFLOW FOR SAFE WATER	BUILDING MAINT/REPAIRS	G&B	120.00
130339	FBI-LEEDA INC	TRAINING	SHERIFF	795.00
130340	FRONTIER DINER	SPECIAL PROJECTS	ADMIN	276.00
130341	GARAGE DOORS PLUS, LLC	BUILDING MAINT/REPAIRS	G&B	98.25
130342	GOBIN'S INC	OPERATING SUPPLIES	HEALTH	147.40
130343	GRAINGER, INC	BUILDING MAINT/ROAD OIL	G&B/R&B	650.77
130344	GREAT AMERICA LEASING CORP.	CTC GRANT	HEALTH	84.94
130345	GRIZZLY TIRE AND AUTO LLC	PARTS/SERVICE	R&B	25.00
130346	HUERFANO WORLD JOURNAL	STEPP GRANT	HEALTH	2,457.00
130347	JERRY D. BAY	P & Z BOARD FEES	LAND USE	78.00
130348	JOHN DEERE FINANCIAL	BUILDING MAINT/REPAIRS	G&B	350.87
130349	JR THOMPSON	P & Z BOARD FEES	LAND USE	60.90
130350	KENNETH SHEARER	TRAVEL	AAA	224.72
130351	KIMBALL MIDWEST	PARTS/SERVICE	G&B/R&B	812.19
130352	KIOWA COUNTY INDEPENDENT	STEPP GRANT	HEALTH	936.00
130353	KIOWA COUNTY PRESS	STEPP GRANT	HEALTH	767.00
130354	KLMR AM FM	STEPP GRANT	HEALTH	4,752.00
130355	KVAY-FM	STEPP GRANT	HEALTH	3,425.00
130356	LEONARD TAFOYA	TRAVEL	ADULT SERVICES	756.80
130357	MID-AMERICAN RESEARCH CHEMICAL	PARTS/SERVICE	G&B/R&B	3,202.35
130358	NORMAN JAY SMITH	P & Z BOARD FEES	LAND USE	77.10
130359	OFFICE DEPOT, INC	STEPP GRANT	HEALTH	69.06
130360	ORDWAY NEW ERA	STEPP GRANT	HEALTH	3,033.49
130361	OTERO COUNTY COMMISSIONERS	STEWARDSHIP / OPERATING	ADMIN/ADULT SERVICES	1,279.86
130362	PERKINS MOTOR - LA JUNTA	PARTS/SERVICE	R&B	10,911.75
130363	PITNEY BOWES, INC	MAINTENANCE CONTRACTS	VARIOUS	462.15
130364	PLAINSMAN HERALD	STEPP GRANT	HEALTH	1,772.25
130365	PRIMO BRANDS	MISCELLANEOUS	TREASURER/ADMIN	211.83
130366	R&M BROADCASTING	STEPP GRANT	HEALTH	1,050.00
130367	REAL DEALS MAGAZINE LLC	STEPP GRANT	HEALTH	1,150.00
130368	ROBINSON PRINTING, INC	STEPP GRANT	HEALTH	2,450.00
130369	ROCKY FORD DAILY GAZETTE	ADVERTISING/LEGAL NOTICES	VARIOUS	7,120.03
130370	SECOM	TELEPHONE/SECOM CIRCUIT	VARIOUS	5,654.08
130371	NOT A CHECK			
130372	SECOM (911)	SECOM CIRCUIT	E911	1,436.40
130373	SHRED AMERICA COLORADO	DOCUMENT SHREDDING	VARIOUS	170.38
130374	SOUTHEASTERN COLORADO AHEC	HEALTH PROMOTION	AAA	6,400.00
130375	SOUTHERN TIRE MART LLC	TIRES	R&B	7,282.58
130376	STATE OF COLO DPA ACCOUNTING	POSTAGE, BOX RENT, ETC	CLERK	1,273.57
130377	TASCOSA OFFICE MACHINES, INC	OPERATING SUPPLIES	SHERIFF	154.63
130378	TRANE COMPANY	BUILDING MAINT/REPAIRS	G&B	8,378.00
130379	TRIAD COMPUTER SERVICES, INC	SOFTWARE/HARDWARE RENTAL	SHERIFF	249.95
130380	TWISTED STEEL	WELLNESS PROGRAM	MED TRUST	700.00
130381	TYLER TECHNOLOGIES, INC.	MAINTENANCE CONTRACTS	ADMIN	4,640.00

130382	UNITED COMPANIES	ROAD OIL	R&B	25,847.90
130383	VIAERO WIRELESS	TELEPHONE	VARIOUS	2,665.18
130384	WALMART / CAPITAL ONE	MATERIAL AID	AAA	159.00
130385	WALMART / CAPITAL ONE	OPERATING SUPPLIES	SHERIFF/JAIL	2,104.67
130386	WATERMELON PILE FUND	SPECIAL PROJECTS	ADMIN	100.00
4400	BACA HOME CARE AGENCY, INC	CAREGIVER SUPPORT	AAA	1,275.00
4401	BENT COUNTY SHERIFF	BOARDING PRISONERS	JAIL	81,530.00
4402	BRENDA DONALDSON	TRAVEL	SEP	128.26
4403	CHARM-TEX, INC	OPERATING SUPPLIES	JAIL	268.44
4404	CLEAR BALLOT GROUP, INC	PRINCIPAL REDUCTION/DEBT SERVICE	ELECTIONS	45,000.00
4405	COOKS CORRECTIONAL	OPERATING SUPPLIES	JAIL	7,027.00
4406	DITCH & RESERVOIR COMPANY ALLIANCE (DARCA)	WATER QUALITY PROJECT	ADMIN	1,500.00
4407	ELSIE MAE KLEIN	TRAVEL	ADULT SERVICES	390.80
4408	ETHAN SAMORA	TRAVEL	AAA	224.72
4409	GALLS, LLC	OPERATING SUPPLIES	SHERIFF	362.20
4410	GOVERNMENT SOFTWARE ASSURANCE CORP	SOFTWARE/HARDWARE RENTAL	ASSESSOR	5,322.00
4411	HD SUPPLY	BUILDING MAINT/REPAIRS	SHERIFF/G&B/R&B	752.02
4412	JENNIFER RIFE	WELLNESS PROGRAM	MED TRUST	10.92
4413	KNAPP FARMS LLC	WELLNESS PROGRAM	MED TRUST	3,300.00
4414	MAES MECHANICAL, LLC	BUILDING MAINT/REPAIRS	G&B	250.00
4415	MARDONA L MORELAND	TRAVEL	ADULT SERVICES	315.00
4416	MEDICAL SYSTEMS OF DENVER, INC	LABORATORY SERVICES	HEALTH	364.78
4417	MEDINA'S TIRE SERVICE, LLC	PARTS/SERVICE	R&B	136.00
4418	MOTOROLA SOLUTIONS, INC	MAINTENANCE CONTRACTS	E911	40,157.24
4419	NORTHERN TOOL & EQUIPMENT CO, INC	PARTS/SERVICE	R&B	347.00
4420	QUILL CORPORATION	OFFICE SUPPLIES	CLERK/R&B	798.75
4421	RESERVE ACCOUNT	POSTAGE	LAND USE/CLERK/ELECTIONS	654.00
4422	ROBERT L KLINKERMAN	TRAVEL	ADULT SERVICES	153.40
4423	ROCKY FORD FOOD MARKET LLC	FOOD/SUPPLIES	JAIL	5,263.38
4424	NAME REDACTED	FSSP CLIENT SUPPORT	FSSP	800.00
4425	SAGE SERVICES, INC.	CONGREGATE/HOME DELIVERED MEALS	AAA	76,993.13
4426	SOURCE MANAGEMENT INC	OPERATING SUPPLIES	JAIL	4,921.00
4427	TYLA T HIATT	TRAVEL	ADULT SERVICES	185.00
4428	VIRGIL K LENZ, JR	TRAVEL	ADULT SERVICES	505.00
				<u>431,980.14</u>

Fund Summary

010 - GENERAL FUND	175,718.57
020 - ROAD & BRIDGE FUND	49,769.64
025 - MEDICAL TRUST FUND	4,010.92
040 - AAA FUND	86,468.85
045 - INSURANCE FUND	74.60
050 - DETENTION CENTER FUND	11,948.00
070 - GENERAL HUMAN SERVICES	4,312.92
080 - HEALTH FUND	55,498.76
090 - CLERK HIRE FUND	2,037.65
095 - E-911	41,593.64
100 - OTERO LAND TRUST FUND	546.59
<u>431,980.14</u>	

7/14/2025 to 7/25/2025

Commissioner's Calendar

Monday, July 14, 2025

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

Mon 7/14/2025 9:00 AM - 10:00 AM

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

Mon 7/14/2025 10:00 AM - 11:00 AM

Location: Room 212

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

Mon 7/14/2025 11:00 AM - 12:00 PM

Location: Room 212

Administration / RO, TK, JB, AT

Mon 7/14/2025 12:00 PM - 1:00 PM

Location: Room 212

Otero County Board of Commissioners Public Hearing / RO, TK, JB

Mon 7/14/2025 1:30 PM - 2:30 PM

Location: Room 107 or Zoom

Wednesday, July 16, 2025

Lower Ark Water Conservancy / TK

Wed 7/16/2025 10:30 AM - 11:30 AM

SEBREA / RO

Wed 7/16/2025 12:00 PM - 1:00 PM

SAGE / RO

Wed 7/16/2025 2:00 PM - 3:00 PM

Thursday, July 17, 2025

SEWCD Board Meeting

Thu 7/17/2025 9:30 AM - 12:00 PM

Monday, July 21, 2025

OPI/OCLI

Mon 7/21/2025 8:30 AM - 10:30 AM

Location: Room 107 or Zoom

Emergency Management / RO, TK, JB, DC, AT

Mon 7/21/2025 11:00 AM - 12:00 PM

Location: Room 212

Administration / AT, RO, TK, JB

Mon 7/21/2025 12:00 PM - 1:00 PM

Location: Room 212

Tuesday, July 22, 2025

Courthouse Security

Tue 7/22/2025 9:30 AM - 10:30 AM

Room 107 or Zoom Meeting

Wednesday, July 23, 2025

SECOG/SECED / TK

Wed 7/23/2025 1:00 PM - 2:00 PM

Friday, July 25, 2025

CCI - Proposed Issues Discussion

Fri 7/25/2025 9:00 AM - 4:00 PM