



**Rob Oquist** - 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

## August 8, 2022

1. Call to Order
2. Public Comment (limit of 3 minutes)
3. Presentations
4. 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 and Payroll
5. Old Business
6. New Business
  - a. Liquor License Renewals
    - i. Felisa's Mexican Restaurant
    - ii. La Junta Golf Course/The Fairway; City of La Junta
  - b. SM Construction Contract Modification
7. Departmental Reports
  - a. Sales Tax Report
  - b. Detention Center Project – Short List Announcement
8. Commissioners Report
9. Discussion
10. Announcements

**(719) 383-3000 13 W. 3<sup>rd</sup> Street, Room 212 La Junta, CO 81050 (719) 383-3090 Fax**



July 25<sup>th</sup>, 2022

The Board of County Commissioners now meets pursuant to adjournment.

Present:	Jim Baldwin	Chairman
	John Hostetler	Member
	Rob Oquist	Member
	Amy White-Tanabe	Admin
	Lynda Scott	Clerk

Guests in attendance in person: Jesse Howells, Jolly Rose, Bette McFarren, Mandy Holt, Michelle Mazur, Jennifer McShelland, Adrian Hart, and Sharon Jones.

On Zoom: Anne Boswell.

Chr. Baldwin motioned for approval of the Consent Agenda. The agenda contains: approval of the minutes from July 11<sup>th</sup>, 2022, with a correction to the guest list, Adrian Hart was listed twice. Approval of bills and payroll. Co. Hostetler motioned to approve the consent agenda. Co. Oquist seconded. Motion carried.

Admin. White-Tanabe presented an Agreement for Release and Waiver of Claims between Otero County and the City of Pueblo concerning the donation of 10 hangers to the City of Fowler airport. This will provide general aviation patrons a place to park their planes and it will also include general storage. Co. Oquist motioned to approve the ratification of the agreement. Co. Hostetler seconded. Motion carried.

Sharon Jones of the Treasurer's Office gave the Public Trustee 2<sup>nd</sup> Quarter Report. There were 230 release deed of trusts and 11 new foreclosures. Total income: \$8,588.92, total expenditures: \$5,873.99 for a total of \$2,714.93 going to the Treasurer. Ms. Jones also gave the Semi-annual report for the Treasurer's office. Grand total of semi-annual report is: \$24,886,108.32. Co. Hostetler motioned to approve report. Co. Oquist seconded. Motion carried.

Jesse Howells gave a report on the official closing of the landfill. The landfill will be closing on February 23, 2023. Everything else is going well. They received a new compactor last week and it is doing better. The building is coming along, all the electrical and plumbing is in, and the inspection should be done soon. Once that is done then the drywall will start.

Clerk Scott reported that the election went well. We may still have to do a recount; two candidates may ask and pay for a recount of their races. Ms. Scott announced that herself and Shannon would be attending a liquor license class in Pueblo on the 5<sup>th</sup> of August and the week of the 8<sup>th</sup> through the 11<sup>th</sup>, they will be in Salida for conference.

Admin. White-Tanabe presented that she is working on funding and continued funding for the detention center. She is also working on the 2023 Budget project with meetings coming up soon.

Co. Oquist reported that he and Co. Hostetler spent most of the week at the National Commissioners Convention. They had a good time, and it was a great eye-opener. This was the first time it was held in Denver. They talked about the judicial system and the water issues.

Co. Hostetler was glad to be able to go, he truly enjoyed the experience. He attended meetings about the VA and care for veterans. Co. Oquist mentioned that the Armed Services are starting to do more to help veterans transition to civilian life.

With no further business the Board adjourned the meeting.

Next meeting will be Monday, August 8<sup>th</sup>, 2022, at 1:30pm.

---

Clerk

---

Chairman

OTERO COUNTY PAYMENTS  
JULY 16 THROUGH JULY 31, 2022

Check #	Vendor	Description	Department	Amount
125184	VISA	OPERATING SUPPLIES	HEALTH	7,660.17
125185	MATTHEWS & SONS ELECTRIC	REVOLVED LOANS	SMALL BUSINESS DEVELOP.	3,117.00
125186	COLORADO SUBLIMATION PRINTING	STEPP GRANT	HEALTH	2,419.00
125187	AWARDS BY TROPHY CITY	SPECIAL PROJECTS	ADMIN	100.00
125188	ALAN M WADLEIGH	TRAVEL	ADULT SERVICES	27.00
125189	ALL RITE PAVING & REDI MIX, INC	ROAD OIL	R&B	4,041.78
125190	ARK VALLEY DISTRIBUTING	OFFICE SUPPLIES	ADMIN/R&B	118.83
125191	ARKANSAS VALLEY BALLOON FESTIVAL	STEPP GRANT	HEALTH	425.00
125192	ARKANSAS VALLEY HEARING CENTER	AAA GENERAL FUND	AAA	2,400.00
125193	BELLWOOD FORD USTICK FUNERAL HOME	AUTOPSY	CORONER	115.00
125194	BENT COUNTY PUBLIC HEALTH	STEPP GRANT	HEALTH	6,000.00
125195	BOB BARKER COMPANY, INC	JAIL BASED SERVICES (JBBS)	STATE GRANTS	107.56
125196	BRIGITTE BROWN	TRAVEL	ADULT SERVICES	411.00
125197	CAPITAL ONE TRADE CREDIT	BUILDING MAINT/REPAIRS	G&B	414.99
125198	CATA- MIKE PETERSON, TREAS	DUES, MEETINGS & TRAINING	ASSESSOR	1,265.00
125199	CHEYENNE COUNTY PUBLIC HEALTH	STEPP GRANT	HEALTH	6,000.00
125200	CITY OF LA JUNTA	RENT	HEALTH	500.00
125201	CITY OF LA JUNTA - UTILITIES	UTILITIES	SHERIFF/JAIL/ADMIN/R&B	10,330.74
125202	CITY OF ROCKY FORD	UTILITIES	LAND USE	121.73
125203	COLORADO DEPT OF PUBLIC HEALTH	OPERATING SUPPLIES	HEALTH	1,971.75
125204	COLORADO DEPT OF PUBLIC HEALTH	OWTS SURCHARGE	LAND USE	480.00
125205	DAVE W HILL	P & Z BOARD FEES	LAND USE	69.90
125206	FASTENAL COMPANY	OPERATING SUPPLIES	JAIL	124.95
125207	GRAINGER, INC	PARTS/SERVICE	R&B/G&B	1,014.92
125208	GREAT AMERICA LEASING CORP.	CTC GRANT	HEALTH	84.16
125209	HAT & SPUR HARDWARE, LLC	HOUSING	CSBG	4,965.85
125210	INTEGRATED VOTING SOLUTIONS	PRINTING/POSTAGE	ELECTIONS	19,991.87
125211	JACKI SHERIFF CLARK	TRAVEL	ADULT SERVICES	492.00
125212	JACKSON AWARDS & DESIGN LTD	MISCELLANEOUS	LAND USE/R&B	300.00
125213	JAY ALEXANDER	TRAVEL	ADULT SERVICES	13.00
125214	JERRY D. BAY	P & Z BOARD FEES	LAND USE	78.00
125215	JOHN DEERE FINANCIAL	BUILDING MAINT/REPAIRS	G&B	20.99
125216	JOHNETTE SUE FULLER	TRAVEL	ADULT SERVICES	701.00
125217	JR THOMPSON	P & Z BOARD FEES	LAND USE	60.90
125218	KIMBALL MIDWEST	PARTS/SERVICE	R&B	204.58
125219	KVAY-FM	STEPP GRANT	HEALTH	200.00
125220	LA JUNTA TRIBUNE-DEMOCRAT	SUBSCRIPTIONS	ASSESSOR/CLERK/JAIL	234.00
125221	LAWSON PRODUCTS, INC	PARTS/SERVICE	R&B	218.65
125222	LEONARD TAFOYA	TRAVEL	ADULT SERVICES	126.00
125223	MARDONA L MORELAND	TRAVEL	ADULT SERVICES	112.00
125224	MARTIN MARIETTA MATERIALS, INC	ROAD OIL	R&B	1,198.89
125225	MATTHEW MCINTYRE	P & Z BOARD FEES	LAND USE	65.42
125226	MIGUEL A ESTRADA-HURTADO	BLDG UTIL/MAINT - RF	HEALTH	25.00
125227	MOBILE RECORD SHREDDERS	DOCUMENT SHREDDING	VARIOUS	136.00
125228	MOTOROLA SOLUTIONS, INC.	JAG GRANT	STATE GRANTS	30,167.01
125229	OFFICE DEPOT, INC	OFFICE SUPPLIES	SHERIFF/HEALTH	423.81
125230	OTERO COUNTY COMMISSIONERS	RENT	ADULT SERVICES	2,709.00
125231	OTERO COUNTY HEALTH DEPT	PETTY CASH	HEALTH	66.62
125232	OTERO COUNTY SOCIAL SERVICES	SALARIES/RENT/OPERATING	ADULT SERVICES	6,477.58
125233	NOT A CHECK			-
125234	PERKINS CHRYSLER DODGE JEEP RAM LJ	PARTS/SERVICE	R&B	575.00
125235	QUADIENT FINANCE USA, INC	POSTAGE, BOX RENT, ETC	SHERIFF	50.00
125236	RAM PRODUCTS, LTD	PARTS/SERVICE	R&B	203.27
125237	SAGE SERVICES, INC.	BRIC GRANT PURCHASES	ADULT SERVICES	1,873.76
125238	SCOTT SMITH	TRAVEL/MEALS	TRANSPORT	215.00
125239	SECOM	SECOM CIRCUIT/TELEPHONE	VARIOUS	5,361.88
125240	NOT A CHECK			-
125241	SECOM	SECOM CIRCUIT	E911	513.00
125242	SHANNON CASILLAS	TRAVEL	CLERK	135.00
125243	STATE OF COLO DPA ACCOUNTING	POSTAGE, BOX RENT, ETC	CLERK	985.24

Check #	Vendor	Description	Department	Amount
125244	TASCOSA OFFICE MACHINES, INC	OPERATING	ADULT SERVICES	149.28
125245	TOM FEDDE	P & Z BOARD FEES	LAND USE	77.10
125246	TOWN OF CHERAW	BUILDING MAINT/REPAIRS	ADMIN	29.00
125247	TRANE COMPANY	MAINTENANCE CONTRACTS	G&B	5,622.75
125248	TRIPLE T AUTO PARTS	WILDLAND	SHERIFF	5.37
125249	USAGING	OPERATIONS-LOCAL CASH	AAA	1,065.00
125250	VALLEY-WIDE HEALTH SYSTEMS, INC	DENTAL	CSBG	1,120.00
125251	VANHOOK ROCKS	BUILDING MAINT/REPAIRS	G&B	180.00
125252	VIAERO WIRELESS	TELEPHONE	VARIOUS	1,777.58
125253	WALMART / CAPITAL ONE	OPERATING SUPPLIES	HEALTH	282.18
125254	WALMART / CAPITAL ONE	OPERATING	ADULT SERVICES	475.24
125255	WALMART / CAPITAL ONE	WILDLAND/FOOD/OPERATING	SHERIFF/JAIL/ADMIN/R&B	439.16
125256	WALMART / CAPITAL ONE	OPERATING/SHOP SUPPLIES	R&B	297.15
1733	AMAZON CAPITAL SERVICES, INC	OFFICE SUPPLIES	ADMIN/INTERGOVERNMENTAL	112.28
1734	CENTURYLINK	TELEPHONE	SHERIFF	60.35
1735	DEAN W CHASE	TRAVEL	ADULT SERVICES	273.00
1736	DIGITCOM ELECTRONICS, INC	CONTRACTS/RADIO REPAIR/OPERATING	E911/SHERIFF/R&B	5,685.50
1737	FLOYD R WARD JR	TRAVEL	ADULT SERVICES	327.00
1738	GALLS, LLC	WILDLAND	SHERIFF	108.45
1739	KENYON P. JORDAN, PHD	PRE-EMPLOYMENT COSTS	SHERIFF	275.00
1740	LOCK MONKEY INC	BUILDING MAINT/REPAIRS	G&B	1,290.00
1741	LYNDA SCOTT	TRAVEL	CLERK	135.00
1742	MAES MECHANICAL, LLC	BUILDING MAINT/REPAIRS	LAND USE/G&B	3,200.00
1743	PSA WORLDWIDE CORP	STEPP GRANT	HEALTH	3,999.94
1744	QUILL CORPORATION	OFFICE SUPPLIES	ADMIN	53.43
1745	RMMI	MAINTENANCE CONTRACTS	LAND USE/ADMIN	9,372.50
1746	ROCK SOLID SST	OPERATING SUPPLIES	SHERIFF	645.99
1747	ROCKY FORD FOOD MARKET LLC	FOOD/SUPPLIES	JAIL	1,602.39
1748	SAMANTHA BEEDY	TRAVEL	ADULT SERVICES	593.00
1749	SE CO WATER ACTIVITY ENTERPRISE	EXCESS CAPACITY	INTERGOVERNMENTAL	2,345.41
1750	THE HOME DEPOT PRO	BUILDING MAINT/REPAIRS	LAND USE/G&B/JAIL	322.94
1751	THIN BLUE LINE CREATIVE DESIGN	STEPP GRANT	HEALTH	735.00
1752	VALLEY TRASH LLC	OPR / SHOP SUPPLIES	R&B	22.00
1753	ZELMA NOVAK	TRAVEL	ADULT SERVICES	27.00
				170,926.79

Fund Summary

010 - GENERAL FUND	95,238.50
011 - SMALL BUSINESS DEVELP RLF	3,117.00
020 - ROAD & BRIDGE FUND	8,566.20
040 - AAA FUND	5,655.14
070 - GENERAL HUMAN SERVICES	18,980.06
080 - HEALTH FUND	32,221.17
085 - CONSERVATION TRUST FUND	58.89
090 - CLERK HIRE FUND	1,296.83
095 - E-911	5,793.00
170,926.79	

**FOURTH AMENDMENT/ADDENDUM TO  
CONSTRUCTION CONTRACT**

THIS FOURTH AMENDMENT/ADDENDUM TO CONSTRUCTION CONTRACT is made and entered into this 8<sup>th</sup> day of August, 2022, by and between **BOARD OF COUNTY COMMISSIONERS OF OTERO COUNTY, COLORADO**, hereinafter referred to as "County", and **SM CONSTRUCTION, INC.**, hereinafter referred to as "Contractor".

**WITNESSETH:**

**WHEREAS**, on October 25, 2021, County and Contractor entered into a Construction Contract wherein Contractor agreed to perform work to be done in the Otero County Courthouse located at 13 West Third Street, La Junta, Colorado, described as “design/build of a single-entry of the courthouse and a remodel of judicial space”; and

**WHEREAS**, on January 10, 2022, County and Contractor entered an Amendment/Addendum to Construction Contract; and

**WHEREAS**, on April 11, 2022, County and Contractor entered into an Amendment/Addendum to Construction Contract; and

**WHEREAS**, on May 9, 2022, County and Contractor entered into an Amendment/Addendum to Construction Contract; and

**WHEREAS**, the County has now determined that slurry sealing, and restriping of the north and south parking lots are necessary; and

**WHEREAS**, pursuant to paragraph 20 of the Construction Contract, the County is requesting a “Change to Work” as more fully set forth below and Contractor agrees to the same; and

**WHEREAS**, compensation and time of completion will be affected by the “Change to Work”, and said changes must be reduced to writing pursuant to the terms of the Construction Contract.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, and other good and valuable consideration, the receipt of which is acknowledged, the parties agree as follows:

1. The Construction Contract dated October 25, 2021, between County and Contractor is hereby amended as follows:

- (a) Article 3 of the Construction Contract is amended to include “slurry sealing, and restriping of the north and south parking lots” to the Contract Documents (Section 3.1) describing the work to be

done for the repair and improvement of the north and south parking lots, a copy of which is attached.

- (b) Article 6 of the Construction Contract is amended to read as follows:

ARTICLE 6. CONSIDERATION: County shall pay Contractor up to the sum of \$892,891.00 for the performance of the Work described in the Contract Documents as the “design/build a single-entry to the Courthouse and to remodel judicial space” project, subject to additions and deductions by Change Order as provided for hereinafter.

- (b) The additional \$13,915.00 for the change order for the parking lot brings the project total to \$892,891.00.

County shall pay Contractor for its services as follows:

- (a) The Contractor may submit a request for payment on a monthly basis for the work Contractor has completed. Payment will be made within thirty (30) days of receipt of invoice, subject to Article 11, below;
- (b) The County will withhold 5% of each request for payment and will release the withheld 5% upon the County’s approval of the successful completion of the project as determined by the County at its sole discretion. (C.R.S. 24-91-103).
- (c) After completion of the project, provided the Contract be then fully performed, subject to the provisions of Article 12 herein, the County shall publish a Notice of Final Settlement twice at least 10 days prior to the date of Final Settlement. The County shall withhold from final payment any amounts as required pursuant to C.R.S. 38-26-107.

The parties agree that if there is a drastic escalation in the cost of materials, Contractor shall notify County of the need to meet to discuss the increase in costs. Contractor agrees to provide a spreadsheet showing the cost of materials at the time of bidding and the cost of materials at the time of requesting the meeting.

2. That all other Terms and Conditions which are not inconsistent with this Amendment/Addendum shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Amendment/Addendum the day and year first above written.

ATTEST:

BOARD OF COUNTY COMMISSIONERS  
OF OTERO COUNTY, STATE OF  
COLORADO

By \_\_\_\_\_  
County Clerk

By \_\_\_\_\_  
Chairman Pro Tem

SM CONSTRUCTION, INC.

By: \_\_\_\_\_  
SUSAN MORRIS  
President

STATE OF COLORADO            )  
  ) ss.  
County of                            )

The foregoing instrument was acknowledged before me this \_\_\_\_ day of August, 2022, by SUSAN MORRIS, President of SM CONSTRUCTION, INC.

WITNESS my hand and official seal.

My commission expires: \_\_\_\_\_

\_\_\_\_\_  
Notary Public

# OTERO COUNTY SALES TAX REPORT

May 2022



COLLECTED BY COUNTY \$ 34,849.74

COLLECTED BY STATE \$ 190,006.03

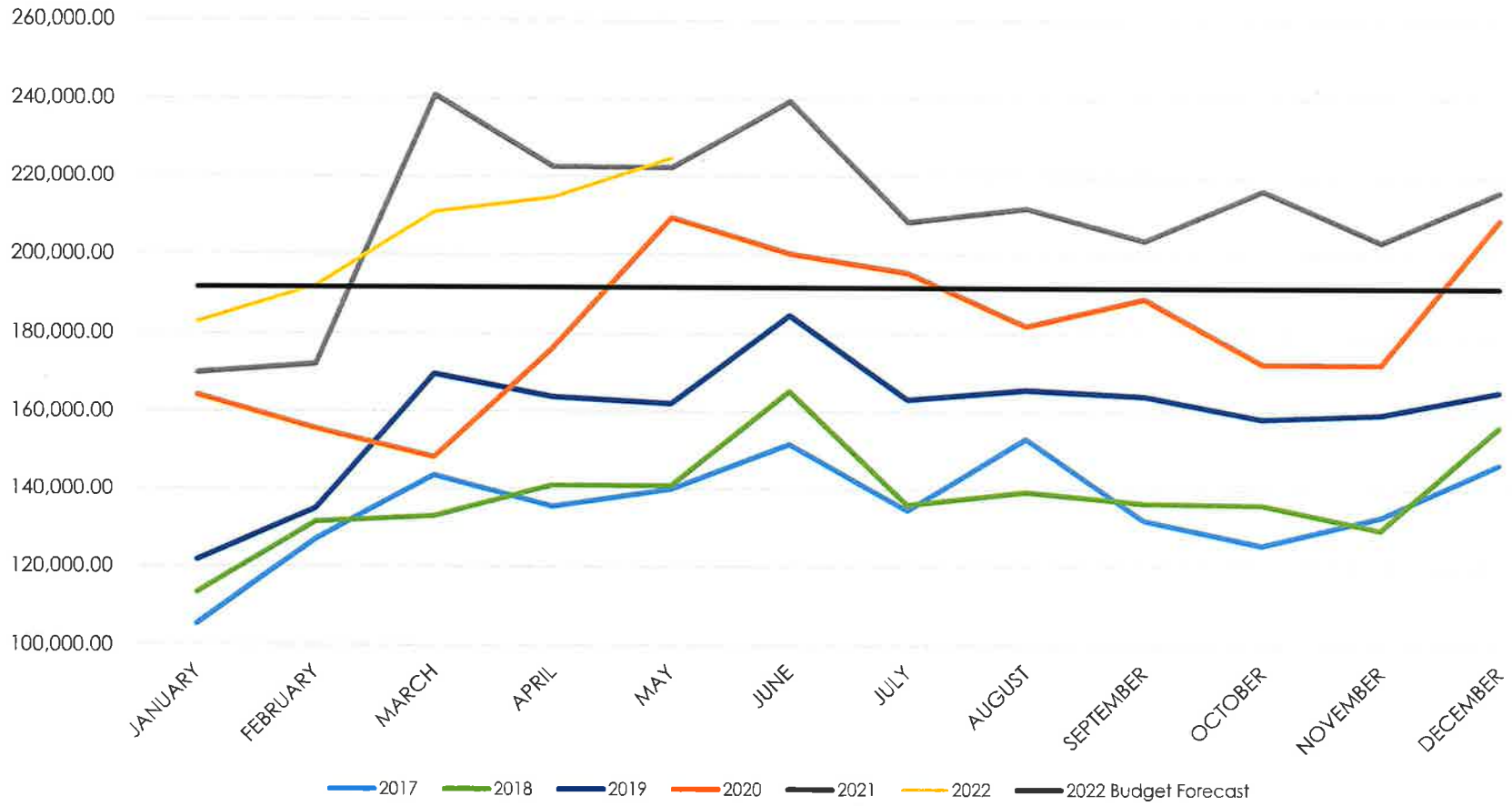
TOTAL COLLECTED **\$ 224,855.77** Received in July 2022

	2017	2018	2019	2020	2021	2022	2022 Budget Forecast	FY2021 vs FY2022		FY2021	
								(+/-)	Monthly % of Change	Cumm. % of Change	Cumm. % of Change
JANUARY	105,503.70	113,459.79	121,756.16	164,204.75	169,971.85	182,983.45	191,666.67	13,011.60	7.66%	7.66%	3.51%
FEBRUARY	127,099.50	131,577.49	134,870.23	155,565.19	172,203.77	192,215.64	191,666.67	20,011.87	11.62%	9.65%	7.01%
MARCH	143,664.30	133,034.88	169,740.89	148,242.14	240,998.68	210,892.24	191,666.67	(30,106.44)	-12.49%	0.50%	24.61%
APRIL	135,538.61	141,116.64	163,970.82	176,369.71	222,632.31	214,762.34	191,666.67	(7,869.97)	-3.53%	-0.61%	25.05%
MAY	140,089.23	140,994.71	162,242.55	209,430.39	222,410.14	224,855.77	191,666.67	2,445.63	1.10%	-0.24%	20.43%
JUNE	151,779.74	165,524.40	184,727.31	200,329.36	239,552.28		191,666.67				20.27%
JULY	134,639.90	136,107.09	163,345.65	195,467.90	208,403.20		191,666.67				18.13%
AUGUST	153,261.78	139,538.23	165,871.93	182,047.91	212,061.07		191,666.67				17.92%
SEPTEMBER	132,195.69	136,567.68	164,321.69	188,993.15	203,686.69		191,666.67				16.74%
OCTOBER	125,887.10	136,145.07	158,386.93	172,509.80	216,642.84		191,666.67				17.59%
NOVEMBER	133,063.60	129,733.81	159,523.44	172,425.63	203,386.19		191,666.67				17.62%
DECEMBER	146,721.18	156,427.85	165,446.96	209,094.53	216,380.83		191,666.67				16.26%
<b>ACTUAL:</b>	<b>1,629,444.33</b>	<b>1,660,227.64</b>	<b>1,914,204.56</b>	<b>2,174,680.46</b>	<b>2,528,329.85</b>	<b>1,025,709.44</b>	<b>2,300,000.00</b>	<b>(2,507.31)</b>			

BUDGET: 1,500,000.00 1,555,746.00 1,614,803.00 1,743,239.00 1,847,833.00 2,300,000.00



# Otero County Sales Tax Report





# Sheriff Detention Facility and Sheriff Administrative Facility

Project Delivery Method Utilizing Design/Build

Short List of Prospective Firms

August 8, 2022

Bassett Construction/Yergensen, Oberling, & Whittaker Architects  
Pueblo, Colorado  
Colorado Springs, Colorado

Bryan Construction & CSNA Architects  
Colorado Springs, Colorado  
Colorado Springs, Colorado

GH Phipps & D2C Architects  
Colorado Springs, Colorado  
Denver, Colorado

Nunn Construction/Reilly Johnson Architecture  
Pueblo, Colorado  
Denver, Colorado

SM Construction & Arrington Watkins Architects  
Fowler, Colorado  
Phoenix, Arizona

[ocw@otero.gov](mailto:ocw@otero.gov)

**Mon 8 Aug 2022**

9am - 10am Public Works / JH, RO, JB, LN, DG

10am - 11am Economic Development

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

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

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

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

**Tue 9 Aug 2022**

10am - 1pm Transmission Line Discussion / RO

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

**Wed 10 Aug 2022**

All day Accounts Payable - RO

10:30am - 12pm RESADA / JH, DR

12:30pm - 4pm Ark River Basin Roundtable / AW

1:30pm - 2:30pm CSU Extension

2:30pm - 5:30pm Veterans Resource Fair

4pm - 5pm Historic Preservation

5:30pm - 6:30pm Veterans Town Hall w/VA ECHCS Director

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

**Thu 11 Aug 2022**

2pm - 3pm BLM Wildlife Corridor

**Mon 15 Aug 2022**

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

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

12pm - 1pm Administration

1pm - 2pm Sheriff Mobley

**Tue 16 Aug 2022**

10am - 12pm Otero Construction Conference

2pm - 3pm Budget Kickoff

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

**Wed 17 Aug 2022**

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

12pm - 1pm SEBREA – RO, DB

2pm - 3pm SAGE – RO

**Fri 19 Aug 2022**

2pm - 3pm JH - Ken Hood - Clerk

**Mon 22 Aug 2022**

9am - 10am Public Works / JH, RO, JB, LN, DG

10am - 11am Economic Development

11am - 12pm Department of Human Services

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

1:30pm - 2:30pm Land Use

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

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

3pm - 4pm SECOR