



**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 June 23, 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
  - c. Re-appointment, Dave Hill, Otero County Planning Commission
  - d. Re-appointment, Matt McIntyre, Otero County Planning Commission
  - e. Department of Human Services Financial Report, April 2025
7. Old Business
8. New Business
  - a. Memorandum of Agreement – Fiscal Agent & Reimbursement Agreement, Danny Chavez
  - b. Department of Local Affairs
    - i. Letter Accepting Prop 123 Incentive Funds
    - ii. Letter Related to Abatement Expense Request
  - c. Contract Award, SM Construction
9. Departmental Reports
  - a. Sales Tax Report
10. Commissioners' Report
11. Discussion
12. Announcements
  - a. Otero County offices & Landfill will be closed on Friday, July 4, 2025, in observance of Independence Day.

June 9<sup>th</sup>, 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, and Betty McFarren.

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 May 27<sup>th</sup>, 2025, and bills and payroll for May 16<sup>th</sup> through May 31<sup>st</sup>, 2025. Co. Baldwin motioned to approve the consent agenda. Co. Knabenshue seconded. Motion carried.

Admin. White-Tanabe requested the board to accept the bid from SM Construction of Fowler as Contractor for the redevelopment of the Fowler Road and Bridge building postfire. Motion was made by Co. Knabenshue to accept the bid. Co. Baldwin seconded. Motion carried.

Admin. White-Tanabe was at the Colorado Counties Incorporated (CCI) conference last week.

Huerta-Hudak announced that the Recording Department will close on June 30, 2025, at 2:30 pm to implement the new fee changes going into effect on July 1, 2025.

Co. Knabenshue was at the CCI Conference last week. Two meetings of interest were Nuclear Energy and a water discussion.

Chr. Oquist was at the CCI Conference last week. Two meetings of interest were Federal Funding and Political Crossroads.

With no further business, the Board adjourned the meeting.

Next meeting will be Monday, June 23<sup>rd</sup>, 2025, at 1:30 pm.

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Clerk

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Chairman

**OTERO COUNTY PAYMENTS**  
**JUNE 1 THROUGH JUNE 15, 2025**

Check #	Vendor	Description	Department	Amount
130247	LOCK MONKEY, LLC	REVOLVED LOANS	SBD	78,000.00
130248	A CUT ABOVE PEST CONTROL, LLC	BUILDING MAINT/REPAIRS	SHERIFF/JAIL/R&B	290.00
130249	ACM DIESEL, LLC	PARTS/SERVICE	R&B	9,686.86
130250	ADP SCREENING	OPERATING	AAA	461.08
130251	ALTERNATIVE CREMATION	AUTOPSY	CORONER	1,563.69
130252	NAME REDACTED	FSSP CLIENT SUPPORT	FSSP	2,250.00
130253	ARKANSAS VALLEY COOP	PARTS/SERVICE	R&B	88.95
130254	ARKANSAS VALLEY LUMBER & SUPPLY	OPERATING SUPPLIES	LAND USE/R&B	30.02
130255	ARKANSAS VALLEY SEED, INC	BUILDING MAINT/REPAIRS	G&B	17.75
130256	AT&T MOBILITY	TELEPHONE	EMERGENCY MGMT	37.54
130257	AVRMC - PATIENT ACCOUNTS	MEDICAL SERVICES	SHERIFF/JAIL	64.06
130258	BACA COUNTY PUBLIC HEALTH AGENCY	AAA GENERAL FUND	AAA	262.50
130259	BLACK HILLS ENERGY	UTILITIES	VARIOUS	3,215.97
130260	BRIGITTE BROWN	TRAVEL	ADULT SERVICES	186.00
130261	CITY OF LA JUNTA - UTILITIES	UTILITIES	JAIL	3,312.23
130262	CITY OF LA JUNTA TRANSIT	CITY OF LA JUNTA	AAA	1,784.00
130263	COB-WEB CREATIONS.COM	WEBSITE CONSTRUCTION	ADMIN	6,650.00
130264	COLORADO BUREAU OF INVESTIGATION	CONCEALED HAND GUN PERMIT	SHERIFF	664.00
130265	COMPANION LIFE INSURANCE COMPANY	LIFE INSURANCE & AD&D PREMIUMS	MEDICAL TRUST	2,635.20
130266	CROWLEY COUNTY COMMISSIONERS	CROWLEY COUNTY	AAA	298.17
130267	DARA JUNE HALLMAN	TRAVEL	CLERK	116.60
130268	GOBIN'S INC	MAINTENANCE CONTRACTS	VARIOUS	621.74
130269	GRAINGER, INC	BUILDING MAINT/REPAIRS	G&B	63.76
130270	GREAT AMERICA LEASING CORP.	MAINTENANCE CONTRACTS	ASSSSOR	145.22
130271	HARRIS GOVERN FT. COLLINS USER GROUP	DUES, MEETINGS & TRAINING	ASSSSOR	150.00
130272	HIGHLANDS RANCH LAW ENFORCMENT	TRAINING	SHERIFF	3,500.00
130273	HOLLY HUERTA-HUDAK	WELLNESS PROGRAM	MEDICAL TRUST	500.00
130274	INDUSTRIAL HEALTH SERVICE, INC	DRUG TESTING & DOT PHYSICALS	JAIL/R&B	145.20
130275	JAILCORE	JAIL BASED SERVICES (JBBS)	STATE GRANTS	6,000.00
130276	JEFFREY RICHARDSON	HRSA	HEALTH	35.80
130277	KIMBALL MIDWEST	BUILDING MAINT/REPAIRS	G&B	82.75
130278	LA JUNTA TRADING COMPANY, INC	BUILDING MAINT/REPAIRS	VARIOUS	2,194.90
130279	LA JUNTA VALLEY OIL CO	GAS/DIESEL	R&B	67,000.00
130280	LEONARD TAFOYA	TRAVEL	ADULT SERVICES	657.00
130281	MARTIN PIPE & STEEL, INC	PARTS/SERVICE	R&B	381.39
130282	MHC KENWORTH-PUEBLO	PARTS/SERVICE	R&B	362.93
130283	MIGUEL A ESTRADA-HURTADO	BLDG UTIL/MAINT - RF	HEALTH	50.00
130284	MORGAN & SONS GLASS INC	SHOP MAINTENANCE	INSURANCE/R&B	2,837.50
130285	OFFICE DEPOT, INC	OFFICE SUPPLIES	SHERIFF	87.19
130286	O'REILLY AUTO PARTS	PARTS/SERVICE	VARIOUS	1,051.98
130287	VOIDED CHECK			-
130288	OTERO COUNTY ROAD & BRIDGE	REPAIR/MAINT-MOTOR VEHICLES	SHERIFF/SEP	407.81
130289	OTERO COUNTY SOCIAL SERVICES	SALARIES/OPERATING	ADULT SERVICES	7,249.73
130290	OTERO TRUE VALUE	PARTS/SERVICE	R&B	528.26
130291	PERKINS MOTOR - LA JUNTA	PARTS/SERVICE	R&B	204.00
130292	PIPEYARD	OPERATING SUPPLIES	JAIL	30.63
130293	PUEBLO DODGE CHRYSLER JEEP RAM	PARTS/SERVICE	R&B	280.50
130294	ROCKY FORD AUTO PARTS	PARTS/SERVICE	R&B	181.39
130295	RUSLER IMPLEMENT CO	PARTS/SERVICE	R&B	5,364.98
130296	SAFETY-KLEEN SYSTEMS, INC	PARTS/SERVICE	R&B	142.80
130297	SECOM	CTC GRANT	HEALTH	105.30
130298	SHANNON CASILLAS	TRAVEL	CLERK	100.00
130299	SHRED AMERICA COLORADO	DOCUMENT SHREDDING	TREASURER/SHERIFF/JAIL	40.20
130300	SNO-WHITE LINEN & UNIFORM RENTAL	PARTS/SERVICE	R&B	301.15
130301	STEIR FUEL & OIL	FLUIDS	R&B	182.44
130302	SUTHERLAND LUMBER CO.	OPERATING SUPPLIES	LAND USE/R&B	411.57
130303	SUTHERLAND LUMBER CO.	BUILDING MAINT/REPAIRS	G&B/SHERIFF/JAIL	981.49

Check #	Vendor	Description	Department	Amount
130304	TASCOSA OFFICE MACHINES, INC	MAINTENANCE CONTRACTS	TREASURER/ADULT SERVICES	205.43
130305	THE SIGN SHOP, INC	BUILDING MAINT/REPAIRS	G&B	101.00
130306	THOMSON REUTERS - WEST	SOFTWARE/HARDWARE RENTAL	SHERIFF	395.12
130307	TOWN OF SWINK	UTILITIES	R&B	120.32
130308	TRIPLE T AUTO PARTS	PARTS/SERVICE	HEALTH/R&B	394.48
130309	UNITED COMPANIES	ROAD OIL	R&B	19,196.30
130310	US POST OFFICE - BOX RENT	POSTAGE, BOX RENT, ETC	TREASURER	176.00
130311	VALLEY AUTO PARTS, INC	PARTS/SERVICE	R&B	287.29
130312	VALLEY PLUMBING & HEATING, INC	BUILDING MAINT/REPAIRS	G&B	2,500.00
130313	VANESSA ROMERO	TRAVEL	SEP	111.83
130314	VIAERO WIRELESS	TELEPHONE	EXTENSION	144.80
130315	VISA	DUES & MEETINGS/OPERATING	VARIOUS	16,009.26
130316	NOT A CHECK			-
130317	WAGNER EQUIPMENT CO	PARTS/SERVICE	R&B	3,985.80
130318	WALMART / CAPITAL ONE	BUILDING MAINT/REPAIRS/OPERATING	G&B/JAIL/R&B	620.16
130319	WALMART / CAPITAL ONE	PARTS/SERVICE	R&B	251.30
130320	WALMART / CAPITAL ONE	OPERATING SUPPLIES	HEALTH	274.96
130321	WALMART / CAPITAL ONE	OFFICE SUPPLIES	ASSESSOR	124.86
130322	X-TREME H2O	REPAIR/MAINT-MOTOR VEHICLES	SHERIFF/TRANSPORT	177.41
130323	JIMMY'S METAL WORKS, LLC	BRIDGE MAINTENANCE	R&B	48,054.87
4343	10-41 APPAREL	OPERATING SUPPLIES	SHERIFF	270.00
4344	16TH JUDICIAL DISTRICT	16TH JUDICIAL DISTRICT	INTERGOVERNMENTAL	54,975.17
4345	21ST CENTURY EQUIPMENT LLC	PARTS/SERVICE	R&B	145.04
4346	NAME REDACTED	FSSP CLIENT SUPPORT	FSSP	300.00
4347	AMAZON CAPITAL SERVICES, INC	OPERATING SUPPLIES	G&B/R&B	906.32
4348	AMY WHITE TANABE	TRAVEL	ADMIN	252.28
4349	NAME REDACTED	FSSP CLIENT SUPPORT	FSSP	500.00
4350	ARKANSAS VALLEY ACCUMED	JAIL BASED SERVICES (JBBS)	STATE GRANTS	1,901.31
4351	BACA COUNTY COMMISSIONERS	BACA COUNTY	AAA	701.00
4352	NAME REDACTED	FSSP CLIENT SUPPORT	FSSP	1,000.00
4353	NAME REDACTED	FSSP CLIENT SUPPORT	FSSP	1,000.00
4354	CENTURYLINK	TELEPHONE	E911/AAA	7,372.31
4355	CHARM-TEX, INC	OPERATING SUPPLIES	JAIL	750.72
4356	NAME REDACTED	FSSP CLIENT SUPPORT	FSSP	800.00
4357	CLEAN VALLEY RECYCLING	UTILITIES	G&B	160.00
4358	NAME REDACTED	FSSP CLIENT SUPPORT	FSSP	1,000.00
4359	DEE ANN LYONS	MEDICAL SERVICES	JAIL/STATE GRANTS	4,614.95
4360	DIGITCOM ELECTRONICS, INC	MAINTENANCE CONTRACTS	E911	2,665.00
4361	ELSIE MAE KLEIN	TRAVEL	ADULT SERVICES	501.40
4362	NAME REDACTED	FSSP CLIENT SUPPORT	FSSP	450.00
4363	FLOYD A ORNELAS JR	TRAVEL	ADULT SERVICES	109.60
4364	FLOYD R WARD JR	TRAVEL	ADULT SERVICES	384.60
4365	GALLS, LLC	OPERATING SUPPLIES	SHERIFF/JAIL	274.85
4366	HD SUPPLY	BUILDING MAINT/REPAIRS	SHERIFF/JAIL/G&B	746.58
4367	J&A TRAFFIC PRODUCTS	SIGNS	R&B	4,250.00
4368	JACKI SHERIFF CLARK	TRAVEL	ADULT SERVICES	143.00
4369	JENNIFER RIFE	WELLNESS PROGRAM	MEDICAL TRUST	10.02
4370	NAME REDACTED	FSSP CLIENT SUPPORT	FSSP	500.00
4371	LAMAR AREA HOSPICE	CAREGIVER SUPPORT	AAA	1,575.25
4372	LAW OFFICE OF RANDA DAVIS-TICE	LEGAL FEE CONTINGENCY	AAA	2,187.50
4373	MARDONA L MORELAND	TRAVEL	ADULT SERVICES	650.80
4374	MEDINA'S TIRE SERVICE, LLC	PARTS/SERVICE	R&B	179.00
4375	MEI TOTAL ELEVATOR SOLUTIONS	MAINTENANCE CONTRACTS	G&B	137.89
4376	MGT IMPACT SOLUTIONS, LLC	COST ALLOCATION PLAN	ADMIN	5,775.00
4377	NUNN CONSTRUCTION, INC	DETENTION DEVELOPMENT	JAIL	56,078.34
4378	OTERO PARTNERS, INC	DA BUILDING EXPENSES	INTERGOVERNMENTAL	446.00
4379	NAME REDACTED	FSSP CLIENT SUPPORT	FSSP	1,000.00
4380	NAME REDACTED	FSSP CLIENT SUPPORT	FSSP	500.00
4381	PEACOCK-LARSEN FUNERAL HOME, INC	AUTOPSY	CORONER	450.00
4382	NAME REDACTED	FSSP CLIENT SUPPORT	FSSP	600.00

Check #	Vendor	Description	Department	Amount
4383	QUILL CORPORATION	OFFICE SUPPLIES	VARIOUS	874.17
4384	ROBERT L KLINKERMAN	TRAVEL	ADULT SERVICES	250.80
4385	ROCKY FORD FOOD MARKET LLC	FOOD/OPERATING	JAIL	6,882.96
4386	RONDA BUCHOLZ	SECOR	HEALTH	3,103.67
4387	SAMANTHA PALMER	TRAVEL	SEP	109.18
4388	SHELLY R BAUER	TRAVEL	ADULT SERVICES	13.80
4389	SHULTZ LAW OFFICE LLC	CONTRACT SERVICES	ADMIN/SHERIFF	955.50
4390	SOURCE MANAGEMENT INC	OPERATING	AAA	412.50
4391	SOUTHEAST COLORADO POWER ASSN	UTILITIES	R&B	369.14
4392	STEVEN MARTINEZ	TRAVEL	ADULT SERVICES	76.60
4393	SUPERIOR SEPTIC & EXCAVATION	BUILDING MAINT/REPAIRS	ADMIN	160.00
4394	NAME REDACTED	FSSP CLIENT SUPPORT	FSSP	500.00
4395	TRANS-WEST TRUCKS, INC	PARTS/SERVICE	R&B	47.46
4396	VALLEY TRASH LLC	BUILDING MAINT/REPAIRS	ADMIN	80.00
4397	VIRGIL K LENZ, JR	TRAVEL	ADULT SERVICES	267.00
4398	VOIANCE LANGUAGE SERVICES, LLC	PURCHASED SERVICES-COMM	E911	7.59
4399	WEX BANK	FUEL	VARIOUS	6,461.27
				<u>483,960.99</u>

Fund Summary

010 - GENERAL FUND	124,429.94
011 - SMALL BUSINESS DEVELP RLF	78,110.00
020 - ROAD & BRIDGE FUND	168,225.16
025 - MEDICAL TRUST FUND	3,145.22
040 - AAA FUND	11,423.43
045 - INSURANCE FUND	724.47
050 - DETENTION CENTER FUND	57,066.80
070 - GENERAL HUMAN SERVICES	18,629.25
080 - HEALTH FUND	11,640.84
085 - CONSERVATION TRUST FUND	240.00
090 - CLERK HIRE FUND	116.60
095 - E-911	10,209.28
<u>483,960.99</u>	



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

## Office of the Commissioners

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June 23, 2025

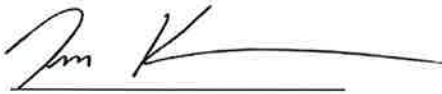
Lex Nichols  
Otero County Land Use Administrator  
411 N 10<sup>th</sup> Street  
Rocky Ford, CO 81067

Dear Lex:

Otero County wishes to appoint Dave Hill to the Otero County Planning Commission for a term of three years (July, 2025 – July, 2028). If you have questions or need further information, please do not hesitate to contact our office.

Sincerely,

  
Rob Oquist, Chair

  
Tim Knabenshue

  
Jim Baldwin



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

## Office of the Commissioners

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June 23, 2025


Lex Nichols  
Otero County Land Use Administrator  
411 N 10<sup>th</sup> Street  
Rocky Ford, CO 81067

Dear Lex:

Otero County wishes to appoint Matthew McIntyre to the Otero County Planning Commission for a term of three years (July, 2025 – July, 2028). If you have questions or need further information, please do not hesitate to contact our office.

Sincerely,

  
Rob Oquist, Chair

  
Tim Knabenshue

  
Jim Baldwin



Otero County, CO

# Balance Sheet

## Account Summary

As Of 04/30/2025

Account	Name	Balance
<b>Fund: 070 - GENERAL HUMAN SERVICES</b>		
<b>Assets</b>		
<a href="#">070.100.10000</a>	CASH (POOL)	0.00
<a href="#">070.100.10100</a>	CASH (IN BANK)	0.00
<a href="#">070.100.10310</a>	CASH IN BANK W/TREASURER	916,600.88
<a href="#">070.100.10320</a>	CASH WITH TRUSTEE	0.00
<a href="#">070.100.10500</a>	PROPERTY TAXES RECEIVABLE	0.00
<a href="#">070.100.11510</a>	ACCOUNTS RECEIVABLE	1,828.00
<a href="#">070.100.11730</a>	RECEIVABLE - OTHER	0.00
<a href="#">070.100.11740</a>	RECEIVABLE FROM SOC SERVICES	0.00
<a href="#">070.100.13100</a>	DUE FROM OTHER FUNDS	0.00
<a href="#">070.100.13500</a>	INTEREST RECEIVABLE	0.00
<a href="#">070.100.16420</a>	FIXED ASSETS	0.00
<b>Total Assets:</b>		<b>918,428.88</b>
		<b>918,428.88</b>
<b>Liability</b>		
<a href="#">070.200.20100</a>	ACCOUNTS PAYABLE	0.00
<a href="#">070.200.20101</a>	AP PENDING (DUE TO POOL)	-5,781.00
<a href="#">070.200.20500</a>	NOTES PAYABLE	0.00
<a href="#">070.200.20711</a>	DUE TO OTHER FUNDS	0.00
<a href="#">070.200.20740</a>	DUE TO BENEFICIARIES	0.00
<a href="#">070.200.21700</a>	PAYROLL TAX/DED PAYABLE	0.00
<a href="#">070.200.21800</a>	ACCRUED COMPENSATION	0.00
<a href="#">070.200.22280</a>	DEFERRED REVENUE	265,557.43
<b>Total Liability:</b>		<b>259,776.43</b>
<b>Equity</b>		
<a href="#">070.272.25120</a>	ESTIMATED REVENUE	0.00
<a href="#">070.272.25125</a>	REVENUE CONTROL ACCOUNT	0.00
<a href="#">070.272.25130</a>	APPROPRIATIONS	0.00
<a href="#">070.272.25135</a>	EXPENDITURE CONTROL ACCOUNT	0.00
<a href="#">070.272.25145</a>	ENCUMBRANCE RESERVE/CURR YEAR	0.00
<a href="#">070.272.25150</a>	ENCUMBRANCE RESERVE/PRIOR YEAR	0.00
<a href="#">070.272.25155</a>	ENCUMBRANCE CONTROL ACCT	0.00
<a href="#">070.280.28000</a>	FUND BALANCE	476,009.58
<b>Total Beginning Equity:</b>		<b>476,009.58</b>
Total Revenue		710,347.45
Total Expense		527,704.58
<b>Revenues Over/Under Expenses</b>		<b>182,642.87</b>
<b>Total Equity and Current Surplus (Deficit):</b>		<b>658,652.45</b>
<b>Total Liabilities, Equity and Current Surplus (Deficit):</b>		<b>918,428.88</b>





Otero County, CO

# Budget Report Account Summary

For Fiscal: 2025 Period Ending: 04/30/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 070 - GENERAL HUMAN SERVICES</b>							
<b>Revenue</b>							
<a href="#">070.330.33098</a>	SLS	72,000.00	72,000.00	6,221.79	22,117.66	-49,882.34	69.28 %
<a href="#">070.330.33112</a>	FSSP	181,643.00	181,643.00	3,089.82	3,089.82	-178,553.18	98.30 %
<a href="#">070.330.33407</a>	CSBG	90,000.00	90,000.00	0.00	53,846.06	-36,153.94	40.17 %
<a href="#">070.330.33408</a>	SINGLE ENTRY POINT (SEP)	2,150,000.00	2,150,000.00	89,397.85	620,627.43	-1,529,372.57	71.13 %
<a href="#">070.330.33409</a>	HCA GRANT	18,000.00	18,000.00	2,981.16	8,943.48	-9,056.52	50.31 %
<a href="#">070.330.33703</a>	MMOF GRANT (NEMT)	0.00	0.00	0.00	73.00	73.00	0.00 %
<a href="#">070.330.33705</a>	LOCAL CASH (NEMT)	3,000.00	3,000.00	0.00	1,500.00	-1,500.00	50.00 %
<a href="#">070.360.36720</a>	DONATIONS (NEMT)	600.00	600.00	100.00	150.00	-450.00	75.00 %
<b>Revenue Total:</b>		<b>2,515,243.00</b>	<b>2,515,243.00</b>	<b>101,790.62</b>	<b>710,347.45</b>	<b>-1,804,895.55</b>	<b>71.76%</b>
<b>Expense</b>							
<a href="#">070.445.44521.11100</a>	SALARIES & WAGES - PERM	3,300.00	3,300.00	1,032.89	4,357.10	-1,057.10	-32.03 %
<a href="#">070.445.44521.11300</a>	SALARIES & WAGES - PART-TIME	26,000.00	26,000.00	0.00	5,627.25	20,372.75	78.36 %
<a href="#">070.445.44521.14200</a>	WORKER'S COMPENSATION	205.00	205.00	0.00	349.00	-144.00	-70.24 %
<a href="#">070.445.44521.14320</a>	HEALTH INSURANCE	600.00	600.00	260.21	1,097.65	-497.65	-82.94 %
<a href="#">070.445.44521.14350</a>	LIFE INS ONLY-COUNTY PAID	10.00	10.00	0.00	0.00	10.00	100.00 %
<a href="#">070.445.44521.14400</a>	FICA TAXES	3,000.00	3,000.00	72.38	735.82	2,264.18	75.47 %
<a href="#">070.445.44521.14500</a>	CRA - RETIREMENT	205.00	205.00	61.97	261.43	-56.43	-27.53 %
<a href="#">070.445.44521.22900</a>	OPERATING	1,300.00	1,300.00	38.38	236.17	1,063.83	81.83 %
<a href="#">070.445.44521.35400</a>	AUDIT	156.00	156.00	0.00	0.00	156.00	100.00 %
<a href="#">070.445.44521.51300</a>	LIABILITY INSURANCE	829.00	829.00	0.00	534.48	294.52	35.53 %
<a href="#">070.445.44521.53150</a>	RENT	700.00	700.00	27.31	305.10	394.90	56.41 %
<a href="#">070.445.44521.77010</a>	HOUSING	23,000.00	23,000.00	0.00	2,550.00	20,450.00	88.91 %
<a href="#">070.445.44521.77050</a>	MED TRANS - OTERO	15,000.00	15,000.00	2,489.00	8,563.00	6,437.00	42.91 %
<a href="#">070.445.44560.37530</a>	NEMT TRAVEL	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<a href="#">070.445.44570.11100</a>	SALARIES & WAGES - PERM	1,200,000.00	1,200,000.00	77,812.71	308,923.44	891,076.56	74.26 %
<a href="#">070.445.44570.12100</a>	OVERTIME - PERM	1,200.00	1,200.00	0.00	0.00	1,200.00	100.00 %
<a href="#">070.445.44570.14200</a>	WORKER'S COMPENSATION	10,404.00	10,404.00	0.00	9,965.00	439.00	4.22 %
<a href="#">070.445.44570.14320</a>	HEALTH INSURANCE	214,000.00	214,000.00	16,194.60	63,981.98	150,018.02	70.10 %
<a href="#">070.445.44570.14350</a>	LIFE INS ONLY-COUNTY PAID	750.00	750.00	75.13	301.89	448.11	59.75 %
<a href="#">070.445.44570.14400</a>	FICA TAXES	68,000.00	68,000.00	5,462.82	21,701.75	46,298.25	68.09 %
<a href="#">070.445.44570.14500</a>	CRA - RETIREMENT	60,000.00	60,000.00	4,669.69	18,537.17	41,462.83	69.10 %
<a href="#">070.445.44570.22900</a>	OPERATING SUPPLIES	30,000.00	30,000.00	1,956.77	7,288.06	22,711.94	75.71 %
<a href="#">070.445.44570.35400</a>	AUDIT	1,042.00	1,042.00	0.00	0.00	1,042.00	100.00 %
<a href="#">070.445.44570.36300</a>	VEHICLE REPAIRS/MAINTENANCE	600.00	600.00	0.00	0.00	600.00	100.00 %
<a href="#">070.445.44570.37500</a>	TRAVEL/TRAINING	4,000.00	4,000.00	424.61	1,383.95	2,616.05	65.40 %
<a href="#">070.445.44570.51300</a>	LIABILITY INSURANCE	16,242.00	16,242.00	0.00	24,262.33	-8,020.33	-49.38 %
<a href="#">070.445.44570.53150</a>	RENT	20,300.00	20,300.00	2,643.56	10,693.47	9,606.53	47.32 %
<a href="#">070.445.44570.71840</a>	SIS ASSESSMENTS	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<a href="#">070.445.44571.11100</a>	SALARIES & WAGES - PERM	1,600.00	1,600.00	0.00	98.12	1,501.88	93.87 %
<a href="#">070.445.44571.14200</a>	WORKER'S COMPENSATION	135.00	135.00	0.00	20.00	115.00	85.19 %
<a href="#">070.445.44571.14320</a>	HEALTH INSURANCE	550.00	550.00	-0.01	24.70	525.30	95.51 %
<a href="#">070.445.44571.14400</a>	FICA TAXES	85.00	85.00	0.01	6.87	78.13	91.92 %
<a href="#">070.445.44571.14500</a>	CRA - RETIREMENT	85.00	85.00	0.00	5.88	79.12	93.08 %
<a href="#">070.445.44571.22900</a>	OPERATING SUPPLIES	50.00	50.00	0.00	0.73	49.27	98.54 %
<a href="#">070.445.44571.35400</a>	AUDIT	39.00	39.00	0.00	0.00	39.00	100.00 %
<a href="#">070.445.44571.36300</a>	VEHICLE REPAIRS/MAINTENANCE	10.00	10.00	0.00	0.00	10.00	100.00 %
<a href="#">070.445.44571.37500</a>	TRAVEL	50.00	50.00	0.00	0.00	50.00	100.00 %
<a href="#">070.445.44571.51300</a>	LIABILITY INSURANCE	468.00	468.00	0.00	616.24	-148.24	-31.68 %
<a href="#">070.445.44571.53150</a>	RENT	15.00	15.00	0.00	0.33	14.67	97.80 %
<a href="#">070.445.44581.71510</a>	FSSP CLIENT SUPPORT	181,643.00	181,643.00	8,150.00	23,930.00	157,713.00	86.83 %

Budget Report

For Fiscal: 2025 Period Ending: 04/30/2025

		Original	Current	Period	Fiscal	Variance	Percent
		Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)	Remaining
<u>070.445.44583.71510</u>	SLS CLIENT SUPPORT	72,000.00	72,000.00	11,345.67	11,345.67	60,654.33	84.24 %
	Expense Total:	1,959,573.00	1,959,573.00	132,717.70	527,704.58	1,431,868.42	73.07%
Fund: 070 - GENERAL HUMAN SERVICES Surplus (Deficit):		555,670.00	555,670.00	-30,927.08	182,642.87	-373,027.13	67.13%
Report Surplus (Deficit):		555,670.00	555,670.00	-30,927.08	182,642.87	-373,027.13	67.13%

**EMPLOYEE DATA INFORMATION**  
**FOR THE MONTH OF APRIL 2025**

	11100		14400	14500	14320	14350	
	Gross	Adjustments	FICA/M'Care	Retire	HLTH	Life	Total
<u>CMA</u> 070.445.44570	\$ 77812.71	\$0.00	\$5462.82	\$4669.69	\$16194.60	\$75.13	\$104214.95
<u>HCA</u> 070.445.44571	\$0	\$0.00	\$0.01	\$0.00	\$0.01	\$0	\$0.02

**MEMORADUM OF AGREEMENT  
FISCAL AGENT AND REIMBURSEMENT AGREEMENT**

This Agreement is made this \_\_\_\_ day of June, 2025 between the Boards of County Commissioners of the following counties. Baca, Otero, Crowley, Bent, Prowers and Kiowa regarding the Southeast Region of the Colorado All Hazards Board ("Southeast Region").

**RECITALS**

WHEREAS, Baca County has agreed to act as Fiscal Agent for the Southeast Region, and

WHEREAS, most of the funding for the Southeast Region is by Federal Grants, and

WHEREAS, said grants are reimbursement grants meaning that the funds are expended for such projects and equipment as approved by the board, paid for by the fiscal agent and reimbursed under the grant provisions, and

WHEREAS, said it is possible that said allocation of the grant funds from Homeland Security could be clawed back, and in any event, the Southeast Region has approximately \$500,000.00 in funding that must be utilized by September, 2025 or said funding may be lost, and

WHEREAS, Baca County has adopted a Procurement Policy designed to ensure a quick review and funding of the equipment and projects contemplated by the Southeast Region, and

WHEREAS, the parties agree that in the event that said funding is clawed back leaving Baca County without reimbursement, that the other members of the Southeast Region shall contribute said funds back to Baca County to ensure that Baca County will not be harmed in its role as fiscal agent.

NOW THEREFORE, the parties agree as follows:

1. Baca County agrees to act as a fiscal agent for the Southeast Region and to work towards the funding of the projects contemplated pursuant to its Procurement Policy and in accordance with the grant award.
2. Each party will provide the Southeast Region Board and Baca County with all information necessary for the projects and for the Southeast Region Board to prepare all scopes and reports as required by the funding of the projects as well as maintaining all records as necessary under the grant agreement.
3. Baca County will submit all payments as necessary under the grant and approved by the Southeast Region Board as required under the grant and Board and the parties hereto will assist Baca County in appropriately submitted all

documentation required in a request for reimbursement of the funds spent pursuant to this Agreement.

4. In the event that said funds are clawed back, any funds expended by Baca County will be reimbursed by the parties in such prorated and/or project share as to the benefit each county receives regarding the projects.

So done the effective date above

  
Baca County BoCC

\_\_\_\_\_  
Bent County BoCC

\_\_\_\_\_  
Crowley County BoCC

\_\_\_\_\_  
Kiowa County BoCC

\_\_\_\_\_  
Otero County BoCC

\_\_\_\_\_  
Prowers County BoCC



**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

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June 23, 2025

Robyn DiFalco, Planning Capacity Unit Manager  
Local Planning Capacity Grant Program (Prop 123)  
Division of Local Government, DOLA  
Community Development Office  
1313 Sherman Street, Room 521  
Denver, Colorado 80203

RE: Prop 123 Expedited Review Incentive Award Funds Acceptance

Ms. DiFalco and the Prop 123 Community Support Team:

Thank you for the award notification of the Prop 123 Expedited Review Incentive Award Funds. Our jurisdiction would like to contribute our incentive award funds to the existing LPC grant-funded Southeast Colorado Regional Housing Authority Project (#24-031) awarded to Otero County and managed by SECED.

With this decision, we expect our incentive award funding to be deposited to SECED, Inc., the fiscal agent for the SECRHA Development Fund, and they will earmark the funds for use in our jurisdiction. SECRHA staff, alongside Otero County, will assist in grant fund management and reporting.

We look forward to utilizing these funds to improve housing opportunities in our area.

Sincerely,  
Otero County Commissioners

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Rob Oquist, Chair

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Tim Knabenshue

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Jim Baldwin



**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

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June 23, 2025

Maria De Cambra, Executive Director  
Department of Local Affairs  
1313 Sherman Street, Suite #518  
Denver, Colorado 80203

RE: Prop 123 Expedited Review Incentive Award Funds Allowable Expenses

Dear Ms. De Cambra and the Prop 123 Community Support Team:

Thank you for the notification of the grant award for the Prop 123 Expedited Review Incentive Award. As a recently notified eligible jurisdiction, we are writing to request your consideration to allow additional expenses within the Prop 123 Expedited Review Incentive Award Funds from DOLA.

Our jurisdiction has received an award email indicating our eligibility for these grant funds, and we are brainstorming the most effective use in our county. We have identified the highest need for funding in the pre-development stage of affordable housing construction, to include environmental assessments and abatement of hazardous materials as well as surveys, soil and geotechnical testing, engineering, and septic system design.

Specifically, we respectfully request that these funds be allowed for the abatement and demolition of blighted/vacant housing that exists in our community under public control. These blighted/vacant homes are already served by local utilities and are health hazards in our community. Unfortunately, the abatement and demolition of these structures cannot be covered under new construction loan costs, leaving a significant funding gap for new affordable, safe, energy-efficient housing to be built in these locations. Redefining abatement and demolition as a "pre-development" activity will open additional funding and public land assets for our community to build new affordable housing.

As a member of the Southeast Colorado Regional Housing Authority (SECRHA), we benefit greatly from the combined administrative efforts at the regional level, as SECRHA currently provides consultant services and a housing director through the LPC Grant. Our funding gap exists in the pre-development costs of preparing sites for affordable housing construction.

Our region has the potential to leverage these Incentive Award Funds in our current Prop 123-committed jurisdictions to make ready additional sites for housing. The benefit that these funds could have in our six-county region on the pre-development of sites is substantial, and the positive movement in our county would be immediate and impactful.

We appreciate your consideration of this requested use of funds and are grateful for this new funding stream to help us increase affordable housing opportunities in Southeast Colorado.

Sincerely,  
Otero County Commissioners

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Rob Oquist, Chair

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Tim Knabenshue

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Jim Baldwin



OTERO COUNTY SALES TAX REPORT  
April 2025



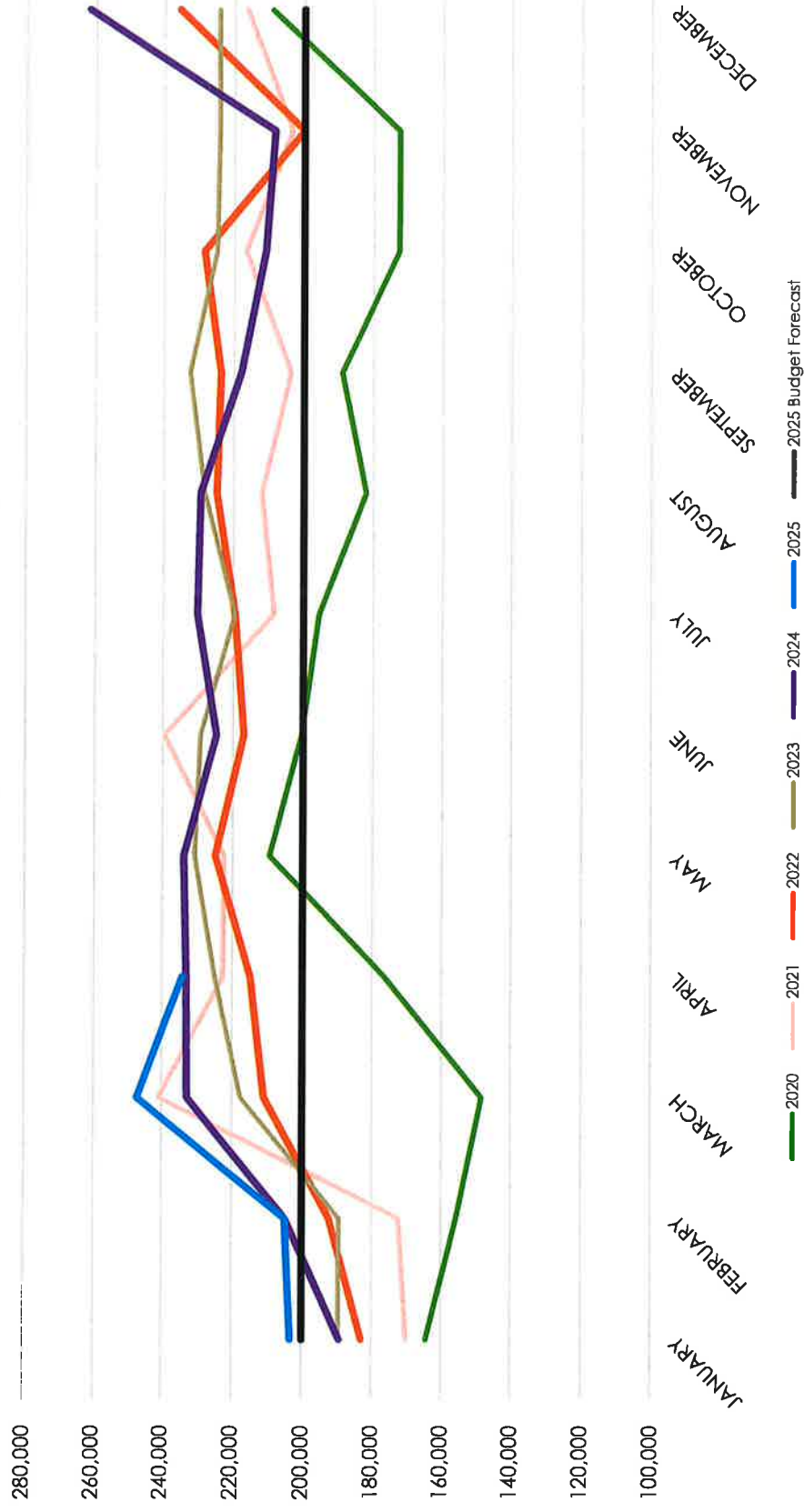
COLLECTED BY COUNTY \$ 34,057

COLLECTED BY STATE \$ 200,077

TOTAL COLLECTED \$ 234,134 Received in June 2025

	FY2024 vs FY2023										FY2024	
											Monthly % of Change	Cumm. % of Change
	2020	2021	2022	2023	2024	2025	2025 Budget Forecast	(+/-)				
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	7%	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		200,000				4%	
JUNE	200,329	239,552	216,893	229,251	224,587		200,000				3%	
JULY	195,468	208,403	219,463	219,497	230,255		200,000				3%	
AUGUST	182,048	212,061	224,780	228,199	229,338		200,000				3%	
SEPTEMBER	188,993	203,687	223,680	232,592	217,831		200,000				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		2,400,000	29,407				
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



# **6/23/2025 to 7/14/2025**

## **Commissioner's Calendar**

### **Monday, June 23, 2025**

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

Mon 6/23/2025 9:00 AM - 10:00 AM

Location: Room 212

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

Mon 6/23/2025 10:00 AM - 11:00 AM

Location: Room 212

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

Mon 6/23/2025 11:00 AM - 12:00 PM

Location: Room 212

#### **Administration / AT, RO, TK, JB**

Mon 6/23/2025 12:00 PM - 1:00 PM

Location: Room 212

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

Mon 6/23/2025 1:30 PM - 2:30 PM

Location: Room 107 or Zoom

#### **SECOR / RO**

Mon 6/23/2025 3:00 PM - 4:00 PM

### **Tuesday, June 24, 2025**

#### **CTSI - Meredith Burcham**

Tue 6/24/2025 1:00 PM - 2:00 PM

## **Wednesday, June 25, 2025**

### **SECOG/SECED / TK**

Wed 6/25/2025 1:00 PM - 2:00 PM

## **Monday, July 7, 2025**

### **County Attorney / RO, TK, JB, NS, SS, AT**

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

Location: Room 212

### **Administration/AT, RO, TK, JB**

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

Location: Room 212

## **Wednesday, July 9, 2025**

### **RESADA - RO**

Wed 7/9/2025 10:30 AM - 12:00 PM

### **Ark River Basin Roundtable / JB**

Wed 7/9/2025 12:30 PM - 4:00 PM

### **Historic Preservation**

Wed 7/9/2025 4:00 PM - 5:00 PM