



**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

October 14, 2024

1. Opening Prayer
2. Pledge of Allegiance
3. Call to Order
4. Public Comment (limit of 3 minutes)
5. Presentations
  - a. 2024 Louis Nardini Award Recipient, Rick Ward, Otero County Veterans Service Officer
  - b. Cathy Garcia, Southern Colorado Regional Director for Congresswoman Lauren Boebert
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. Ratify Broadband Equity, Access, and Deployment (BEAD) Funding Match Commitment
  - d. 2025 Approved Holidays
7. Old Business
8. New Business
  - a. Memorandum of Agreement Among FCC, SHPO, BNSF, USFS, and Otero County – Rebecca Goodwin, Preservation Officer
  - b. Government Software Assurance Contract
  - c. Grey & Black-Market Marijuana Enforcement Grant Program application for FY24-25
  - d. Intergovernmental Agreement between the City of Rocky Ford and Otero County for Dispatch Services
9. Departmental Reports
  - a. 2025 Preliminary Budget, Amy White-Tanabe
10. Commissioners Report
11. Discussion
12. Announcements

September 23<sup>rd</sup>, 2024

The Board of County Commissioners now meets pursuant to adjournment.

Present:	Rob Oquist	Chairman
	Tim Knabenshue	Commissioner
	Jim Baldwin	Commissioner
	Amy White-Tanabe	Administrator
	Lynda Scott	Clerk

Guests in attendance in person: Adrian Hart, Lisa Schlotterhausen, Leslie Mastroianni, and Eugene Eddy.  
Guests on Zoom: Jon Sanders and Anne Boswell.

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

Chr. Oquist called the regular meeting to order.

Leslie Mastroianni, Executive Director of the Southern Colorado Economic Development District (SCEDD), presented fantastic news about funds coming to Southern Colorado for the broadband project. This will include all 13 counties that are in the SCEDD district. The project total is \$5,858,175.00 with a match of \$1,523,126.00, 15% of the total monies being allocated for Colorado will be coming to Southern Colorado the total amount is \$826 million. This will primarily be used for broadband projects and will help families and businesses in areas with little or no broadband access. Ms. Mastroianni will be asking for monetary help with the match as well as from SECOM. At this time the Counties' request will be \$22,509.00, it will also be divided into two separate payments as the grant is for 2 years. Co. Knabenshue asked how the determination was made on underserved and non-served. It was based on census records, and where people were blocked in. Co. Knabenshue asked how many households this would help; the answer was 405 households at this time. Admin. White-Tanabe stated that she had a letter of support ready if the Board chose to offer support. Co. Knabenshue motioned to approve the letter of support. Co. Baldwin seconded. Motion carried.

Chr. Oquist called for approval of the consent agenda. The agenda includes approval of the minutes from September 9<sup>th</sup>, 2024, bills, payroll for September 6 through September 15, 2024, and the Financial Reports-General Human Services. Co. Baldwin motioned to approve the consent agenda. Co. Knabenshue seconded. Motion carried.

Clerk Scott presented two special liquor license permits. They were approved separately. The first one was for the Goodwood Festival held in Rocky Ford for the Danny Boy Foundation. It will take place on the 5<sup>th</sup> of October. Co. Knabenshue motioned to approve the special permit. Co. Baldwin seconded. Motion carried. The second permit is for the Arkansas Valley CASA and is also being held on the 5<sup>th</sup> of October. Co. Baldwin motioned to approve the special permit. Co. Knabenshue seconded. Motion carried.

Admin. White-Tanabe presented Resolution #2024-15, A Resolution Establishing Rules for Public Record Requests and Imposing a Fee for the Research and Retrieval of Public Records. This resolution sets fees that can be imposed after the first hour of research and the amounts. Co. Knabenshue motioned to approve the Resolution. Co. Baldwin seconded. Motion carried.

Admin. White-Tanabe presented the sales tax report. The county is doing well. There was a 5% increase from the month before and a 3% cumulative change for the year. Admin. White-Tanabe also gave her departmental report. She is working on the budget and wishes to congratulate Co. Oquist on his appointment with the La Junta Sports Hall of Fame.

Co. Baldwin attended a meeting for the Arkansas Valley Roundtable. The discussion centered around HB24-1379. The bill discusses a dredging regulation on Colorado waterways and that any water coming in must be permitted. Co. Knabenshue asked about the regulations for the permits and Co. Baldwin said that it has not been discussed yet.

Chr. Oquist and Co. Knabenshue attended several of the same meetings throughout the week. The highlights are the Arkansas Valley Roundtable, the CCI meetings, the budget meetings, and the construction meetings, the Sheriff's administration building is now open. One of the fun parts of their week was the Colorado State University Field Day, one of the highlights was the demonstration of a large drone that is used to fertilize fields.

With no further business, the Board adjourned the meeting.

Next meeting will be Monday, October 14, 2024, at 1:30 pm.

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Clerk

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Chairman

OTERO COUNTY PAYMENTS  
SEPTEMBER 16 THROUGH SEPTEMBER 30, 2024

Check #	Vendor	Description	Department	Amount
129093	BACASUITS ENTERPRISE INC	REVOLVED LOANS	SBD	50,000.00
129094	A CUT ABOVE PEST CONTROL, LLC	MAINTENANCE CONTRACTS	G&B/R&B	310.00
129095	ARROWHEAD SCIENTIFIC, INC.	DUI SUPPLIES	JAIL	136.56
129096	AVRMC - PATIENT ACCOUNTS	MEDICAL SERVICES	JAIL	845.11
129097	BACA COUNTY PUBLIC HEALTH AGENCY	GENERAL FUND/STEPP GRANT	AAA/HEALTH	7,216.00
129098	BENT COUNTY PUBLIC HEALTH	STEPP GRANT	HEALTH	7,000.00
129099	BLACK HILLS ENERGY	UTILITIES	VARIOUS	3,756.03
129100	BRIGITTE BROWN	TRAVEL	ADULT SERVICES	646.00
129101	CAPITAL ONE TRADE CREDIT	PARTS/SERVICE	R&B	380.99
129102	CHEYENNE COUNTY PUBLIC HEALTH	STEPP GRANT	HEALTH	7,000.00
129103	CITY OF LA JUNTA	PURCHASED SERVICES-COMM	E911	774.19
129104	CITY OF LA JUNTA	DETENTION DEVELOPMENT	DETENTION	36,685.76
129105	CITY OF LA JUNTA - UTILITIES	UTILITIES	SHERIFF/R&B	413.61
129106	CITY OF LA JUNTA TRANSIT	CITY OF LA JUNTA	AAA	2,163.00
129107	CONNIE M RING	OMBUDSMAN ACTIVITIES SERV	AAA	23.32
129108	COUNTRY CHIROPRACTIC, PC	DRUG TESTING & DOT PHYSICALS	R&B	150.00
129109	CROWLEY COUNTY COMMISSIONERS	CROWLEY COUNTY	AAA	659.41
129110	GOBIN'S INC	MAINTENANCE CONTRACTS	LAND USE/HEALTH	191.82
129111	GONZALES ELECTRIC LLC, INC	COURTHOUSE BUILDING	CAPITAL IMPROVEMENTS	16,337.38
129112	GRAINGER, INC	PARTS/SERVICE	R&B	1,828.86
129113	GREAT AMERICA LEASING CORP.	CTC GRANT	HEALTH	84.94
129114	INDUSTRIAL HEALTH SERVICE, INC	MISCELLANEOUS	VARIOUS	518.46
129115	JERRY D. BAY	P & Z BOARD FEES	LAND USE	78.00
129116	JR THOMPSON	P & Z BOARD FEES	LAND USE	60.90
129117	KIMBALL MIDWEST	PARTS/SERVICE	G&B/R&B	1,323.50
129118	LA JUNTA VALLEY OIL CO	DIESEL	R&B	52,200.00
129119	LEONARD TAFOYA	TRAVEL	ADULT SERVICES	573.20
129120	MATTHEW MCINTYRE	P & Z BOARD FEES	LAND USE	65.42
129121	MID-AMERICAN RESEARCH CHEMICAL	PARTS/SERVICE	R&B	2,878.03
129122	MIGUEL A ESTRADA-HURTADO	BLDG UTIL/MAINT - RF	HEALTH	50.00
129123	MORGAN & SONS GLASS INC	PARTS/SERVICE	R&B	15.00
129124	NORMAN JAY SMITH	P & Z BOARD FEES	LAND USE	77.10
129125	OFFICE DEPOT, INC	OFFICE SUPPLIES	SHERIFF/HEALTH	191.77
129126	O'REILLY AUTO PARTS	OFFICE SUPPLIES	JAIL	10.99
129127	OTERO COUNTY COMMISSIONERS	RENT	ADULT SERVICES	2,472.00
129128	OTERO COUNTY SHERIFF DEPT.	ADVERTISING/LEGAL NOTICES	CLERK	50.37
129129	OTERO COUNTY SOCIAL SERVICES	POSTAGE/SALARIES/OPERATING	VSO/ADULT SERVICES	6,268.56
129130	PHILLIPS COMMUNICATIONS	OPERATING SUPPLIES	CH SECURITY	386.70
129131	PITNEY BOWES, INC	MAINTENANCE CONTRACTS	VARIOUS	205.08
129132	ROCKY FORD GROWERS COOP ASSN	BUILDING MAINT/REPAIRS	G&B	195.00
129133	RYAN T ANDERSON, DDS	AAA GENERAL FUND	AAA	709.30
129134	SHRED AMERICA COLORADO	DOCUMENT SHREDDING	VARIOUS	135.40
129135	SOUTHERN TIRE MART LLC	BATTERIES, TIRES, TUBES, ETC	SHERIFF	1,373.09
129136	STATE OF COLO DPA ACCOUNTING	POSTAGE, BOX RENT, ETC	CLERK	1,178.09
129137	STEIR FUEL & OIL	BATTERIES, TIRES, TUBES, ETC	SHERIFF	80.00
129138	TASC	FEES	MEDICAL TRUST	309.60
129139	TASCOSA OFFICE MACHINES, INC	MAINTENANCE CONTRACTS	TREASURER	11.96
129140	THE FLAGPOLE COMPANY LLC	DETENTION DEVELOPMENT	DETENTION	2,189.90
129141	THE SIGN SHOP, INC	SPECIAL EVENTS/HRSA	HEALTH	156.75
129142	TRIAD COMPUTER SERVICES, INC	OPERATING SUPPLIES	DETENTION	949.50
129143	TYLER TECHNOLOGIES, INC.	MAINTENANCE CONTRACTS	ADMIN/CIVIL PROCESS	8,398.33
129144	VALLEY PLUMBING & HEATING, INC	BUILDING MAINT/REPAIRS	G&B/R&B	640.00
129145	VIAERO WIRELESS	TELEPHONE	VARIOUS	2,591.76
129146	VISA	OPERATING	AAA	56.14
129147	WALMART / CAPITAL ONE	OPERATING SUPPLIES	JAIL	609.26
3600	10-41 APPAREL	UNIFORMS	SHERIFF	116.00
3601	AMAZON CAPITAL SERVICES, INC	OPERATING	G&B/JAIL/R&B	891.78

Check #	Vendor	Description	Department	Amount
3602	BACA COUNTY COMMISSIONERS	BACA COUNTY	AAA	848.00
3603	BACA HOME CARE AGENCY, INC	CAREGIVER SUPPORT	AAA	409.00
3604	BENITA GONZALES	CONSUMABLES	SENIOR CENTERS	10.45
3605	BENT COUNTY SHERIFF	BOARDING PRISONERS	JAIL	81,530.00
3606	BETTER FLEX FITNESS LLC	WELLNESS PROGRAM	MEDICAL TRUST	600.00
3607	BRENDA DONALDSON	TRAVEL	SEP	69.96
3608	CHARM-TEX, INC	OPERATING SUPPLIES	DETENTION	5,707.52
3609	DAVE W HILL	P & Z BOARD FEES	LAND USE	69.90
3610	DIGICARE HEARING SOLUTIONS INC	MATERIAL AID	AAA	449.00
3611	DIGITCOM ELECTRONICS, INC	RADIO REPAIR/MAINTENANCE CONTRACTS	SHERIFF/E911	2,913.88
3612	ELSIE MAE KLEIN	TRAVEL	ADULT SERVICES	750.00
3613	FLOYD R WARD JR	TRAVEL	ADULT SERVICES	818.60
3614	GALLS, LLC	UNIFORMS	SHERIFF	164.76
3615	GREG PHILSON, DDS, PC	AAA GENERAL FUND	AAA	2,081.00
3616	GROUND ENGINEERING CONSULTANTS, INC	DETENTION DEVELOPMENT	DETENTION	12,215.00
3617	GT INDEPENDENCE	FMS CLIENT SERVICES/FEE EXPENSE	VDC	41,770.94
3618	HD SUPPLY	OPERATING	VARIOUS	2,923.73
3619	HIGH PLAINS AUDIOLOGY LLC	AAA GENERAL FUND	AAA	4,800.00
3620	IVOR JOHN HILL	CONTRACT SERVICES	ASSESSOR	512.88
3621	JACKI SHERIFF CLARK	TRAVEL	ADULT SERVICES	414.00
3622	JOHNETTE SUE FULLER	TRAVEL	ADULT SERVICES	406.20
3623	LAW OFFICE OF RANDA DAVIS-TICE	LEGAL FEE CONTINGENCY	AAA	1,093.75
3624	MARDONA L MORELAND	TRAVEL	ADULT SERVICES	844.00
3625	MEDINA'S TIRE SERVICE, LLC	PARTS/SERVICE	R&B	207.00
3626	QUILL CORPORATION	OFFICE SUPPLIES	VARIOUS	861.93
3627	RESERVE ACCOUNT	POSTAGE	LAND USE/CLERK/ELECTIONS	964.00
3628	ROBERT L KLINKERMAN	TRAVEL	ADULT SERVICES	8.40
3629	ROBERT M. FOWLER	SUPPLIES	CORONER	23.95
3630	SAGE SERVICES, INC.	CONGREGATE/HOME DELIVERED MEALS	AAA	46,811.49
3631	SAMANTHA PALMER	TRAVEL	SEP	120.31
3632	SHELLY R BAUER	TRAVEL	ADULT SERVICES	45.00
3633	SOURCE MANAGEMENT INC	PRINTING	ADMIN	263.20
3634	TYLA T HIATT	TRAVEL	ADULT SERVICES	398.20
3635	VERITRACE	OPERATING SUPPLIES	HEALTH	312.10
				<u>436,038.07</u>

Fund Summary

010 - GENERAL FUND	100,610.60
011 - SMALL BUSINESS DEVL P RLF	50,000.00
012 - CAPITAL IMPROVEMENT FUND	16,337.38
020 - ROAD & BRIDGE FUND	61,552.19
025 - MEDICAL TRUST FUND	909.60
040 - AAA FUND	105,738.25
050 - DETENTION CENTER FUND	61,541.81
070 - GENERAL HUMAN SERVICES	11,104.21
080 - HEALTH FUND	22,779.83
090 - CLERK HIRE FUND	2,025.01
095 - E-911	3,439.19
<u>436,038.07</u>	



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## Office of the Commissioners

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October 9, 2024

Leslie Mastroianni  
Executive Director  
301 N. Main Street, Suite 306A  
Pueblo, CO 81003

**Subject: Commitment of Local Match for Colorado Broadband Equity, Access, and Deployment (BEAD) Program**

Ms. Mastroianni,

As part of the ongoing effort to advance the Colorado Broadband Equity, Access, and Deployment (BEAD) program, a local funding match is required to complement the federal funding allocated to these projects. This letter is intended to formally confirm the commitment of Otero County to provide a portion of the required local matching funds.


Otero County recognizes the critical importance of the BEAD program in expanding broadband access to underserved and unserved areas within our community, which is essential for economic growth, education, healthcare, and overall quality of life. To that end, Otero County is committed to contributing \$22,509.00 to be distributed as annual benchmarks are achieved as determined by the Colorado Broadband Office. This financial contribution underscores the County's dedication to the success of the BEAD projects and its role in ensuring equitable broadband access for all residents.

In addition to the county's contribution, it is understood that SECOM, as a key partner in this initiative, will provide a portion of the non-federal share of the project funding. SECOM's participation is vital to the overall success of the projects and will help ensure that the broadband infrastructure can be developed and deployed efficiently and effectively.

Otero County looks forward to the successful implementation of the BEAD program and the positive impact it will have on the region. Please consider this letter as our formal commitment to providing the local match required for the program.

Sincerely,  
Otero County Commissioners

  
Rob Oquist, Chairman

  
Tim Knabenshue



## 2025 APPROVED HOLIDAYS

**New Year's Day**

Wednesday, January 1, 2025

**President's Day**

Monday, February 17, 2025

**Good Friday**

Friday, April 18, 2025

**Memorial Day**

Monday, May 26, 2025

**Independence Day**

Friday, July 4, 2025

**Labor Day**

Monday, September 1, 2025

**Veteran's Day**

Tuesday, November 11, 2025

**Thanksgiving**

Thursday, November 27, 2025

Observed: Thursday and Friday, November 27-28, 2025

**Christmas Eve**

Wednesday, December 24, 2025

**Christmas**

Thursday, December 25, 2025

**New Year's Eve**

Wednesday, December 31, 2025

Note: The above holidays will result in the closure of County Offices.

\_\_\_\_\_  
Tim Knabenshue, Pro Tem

\_\_\_\_\_  
Date



# **10/14/2024 to 10/23/2024**

## **Commissioner's Calendar**

### **Monday, October 14, 2024**

**Public Works/Facility Management/ LN, DG, RO, TK, JB, AT**  
Mon 10/14/2024 9:00 AM - 10:00 AM

**Economic Development/ DB, RO, TK, JB, AT**  
Mon 10/14/2024 10:00 AM - 11:00 AM  
Location: Room 212

**Department of Human Services/ RO, TK, JB, DR, AT**  
Mon 10/14/2024 11:00 AM - 12:00 PM  
Location: Room 212

**Administration/ RO, TK, JB, AT**  
Mon 10/14/2024 12:00 PM - 1:00 PM  
Location: Room 212

**Otero County Board of Commissioners Public Hearing/ RO, TK, JB**  
Mon 10/14/2024 1:30 PM - 2:30 PM  
Location: Room 107 or Zoom

### **Tuesday, October 15, 2024**

**Construction Conference**  
Tue 10/15/2024 1:00 PM - 2:00 PM  
Zoom Meeting

## **Wednesday, October 16, 2024**

### **Lower Ark Water Conservancy/ JB**

Wed 10/16/2024 10:30 AM - 11:30 AM

### **SEBREA/ RO**

Wed 10/16/2024 12:00 PM - 1:00 PM

### **SAGE/ RO**

Wed 10/16/2024 2:00 PM - 3:00 PM

## **Thursday, October 17, 2024**

### **SEWCD Board Meeting**

Thu 10/17/2024 9:30 AM - 12:00 PM

## **Monday, October 21, 2024**

### **OPI/OCLI**

Mon 10/21/2024 8:30 AM - 10:30 AM

Location: Room 107 or Zoom

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

Mon 10/21/2024 11:00 AM - 12:00 PM

Location: Room 212

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

Mon 10/21/2024 12:00 PM - 1:00 PM

Location: Room 212

## **Tuesday, October 22, 2024**

### **Courthouse Security**

Tue 10/22/2024 9:30 AM - 10:30 AM

Zoom Meeting

### **Construction Conference**

Tue 10/22/2024 1:00 PM - 2:00 PM

Zoom Meeting

## **Wednesday, October 23, 2024**

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

Wed 10/23/2024 1:00 PM - 2:00 PM