

PRAIRIE DEVELOPMENT CORPORATION

COLORADO'S CENTRAL PLAINS



Box 202 • Stratton CO 80836 • (719) 348-5562 • FAX (719) 348-5887 • www.prairiedevelopment.com

PRAIRIE DEVELOPMENT CORPORATION BOARD MEETING MINUTES February 27, 2019

Call to Order

Chairman Ed Rarick called the February 27, 2019, Prairie Development Corporation Board meeting to order at 7:16PM held at The Claremont Inn, 800 Claremont St. in Stratton Colorado. Members attending, in addition to Chairman Rarick, were Jerry Allen, Steve Burgess, Robert Safranek, Dorothy Stone and Grant Thayer. Candace Payne, PDC Administrator, also attended. Rol Hudler, Niccie Tanner, and Marilyn Ward were not able to attend.

Introductions

Introductions were dispensed with as there were no changes since the end of Loan Committee.

Election of Officers

Chairman Ed Rarick asked for volunteers to fill the positions available. Current officers are Ed Rarick – chairman; Dorothy Stone - vice chairman; Jerry Allen – secretary/treasurer. Steve Burgess made a motion to retain the Loan Committee officers as officers for the regular board. Robert Safranek seconded the motion. Hearing no discussion, a unanimous ballot was cast to fill the officer positions with the current officers.

Approval of Minutes of December 19, 2018

The Minutes of the December 19, 2018 meeting were reviewed. Jerry Allen made the motion to approve the Minutes as presented. Steve Burgess seconded the motion, which passed unanimously.

Financial Reports

The December 2018 and January 2019 Advanced Classified Balance Sheet Reports were provided to the board for review. The December checks for \$30,322.36 and January checks \$45,873.54 were reviewed. Check purposes included EDCCC Forum sponsorship, membership, funded loans/guarantee, insurance, audit retainer SBDC sponsorship, equipment repairs and typical monthly expenses. After reviewing the checks and the account balances, Steve Burgess made a motion to ratify the bills and approve the financial reports for filing. Grant Thayer seconded the motion, which passed unanimously.

2019-2020 Board Members

Chairman Ed Rarick called on PDC Administrator Candace Payne to report on the board member positions. It was reported that all county commissioners had re-appointed the current members to their positions. PDC Administrator Candace Payne asked if the board had determined an appointment on the East Central Council of Governments At Large position currently held by Troy McCue. After a brief discussion, Steve Burgess made a motion to re-appoint Troy McCue to the ECCOG board as the At Large member. Robert Safranek seconded this motion. A unanimous ballot was cast to re-appoint Mr. McCue in this capacity.

Business Loan Recommendations

Chairman Ed Rarick asked for any business loan recommendations. PDC Administrator Candace Payne reviewed the Loan Guarantee ratified in Loan Committee as requested by First National Bank of Hugo for \$25,000 for a Lincoln County business. The business was dependent on government payments which were slowed due to the government shutdown in January and February and therefore it needed cash flow assistance. PDC Administrator Candace Payne stated the limited loan guarantee provided a 41% guarantee for up to six months should the government shutdown take longer to resolve. Jerry Allen made a motion to ratify the recommended loan from Loan Committee. Dorothy Stone seconded the motion, which carried unanimously.

Housing Recommendations

Dorothy Stone made a motion to ratify the two housing loans presented in Loan Committee including:

19-DPA91 The Kit Carson County borrower with a household of 1 requested \$5,940 of Down Payment Assistance funds to partner with a local lender to purchase a single-family home with terms of 120 monthly payments of \$66.05 at 6.0% fixed interest by PDC and **19-E95** The Kit Carson County borrowers with a household of 2 who needed \$896.15 at the terms of 2.0% for 23 months with payments of \$40.00 set as ACH payments. Jerry Allen seconded the motion. A unanimous ballot was cast to ratify both loans.

Harvest Heights Housing

PDC Administrator Candace Payne was asked if there was news about the repayment of the last \$1,000 from the Stratton Area Foundation. The balance remains unpaid as the units are not filled to capacity at this time and therefore the final audit report is not filed which would release the funds to PDC reported PDC Administrator Candace Payne.

Statewide Collaborative BLF

A report was distributed showing the current Colorado map where loans were made under the Statewide Micro-enterprise Collaborative Loan Fund. PDC Administrator Candace Payne reported there were 36 loans made in 26 counties expending \$1,302,148 in various purposes throughout Colorado. It has yet to be determined if these funds will be available again. These loans will help replenish our Revolved funds when they are paid back.

Potential Loan Activity

PDC Administrator Candace Payne recently attended the Elbert County Economic Development Zone meeting with potential property sellers where she distributed brochures on PDC loans and the Enterprise Zone tax credits. Grant Thayer explained how the program they approved recently is being used in the county and the great success they are having as businesses come forth to use the EDZ fast track application.

The one loan application which could use CDBG monies remains outstanding as the borrower has serious health concerns. On February 26th a loan application was sent out by borrower request and may be returned in March. PDC Administrator Candace Payne explained ECCOG staff would be providing housing loan information at the senior meal program lunches throughout the region. PDC will also be providing a table of information at the upcoming EDCC Forum in Hugo on March 12th which is a staffed booth.

SBDC Update

Provided in the handouts was a report from the Greeley SBDC office on the counselors covering our four counties. Attention was drawn to the number of clients, preparation hours and capital injections per counselor. PDC Administrator Candace Payne was also notified that in 2017 Craig Curl received the SBDC Counselor of the Year award while Troy McCue just received it for 2018. Jennifer Negley has plans to continue her services in Kit Carson and Cheyenne counties in 2019. A client was referred to Jennifer this week for Cheyenne county.

128 Colorado Ave Property Update

During the dinner conversation, the electrical work at the office was mentioned. PDC Administrator Candace Payne reported Fox Electric had installed the office light fixtures and bulbs in one day when weather was bad. Their six employees had the office done before 1PM and returned the following day to do the north apartment. The south apartment needed more attention so that unit was not installed yet. PDC Administrator Candace Payne mentioned a stucco concern on the front of the building might need repairs or patched so she'll check into that next.

Apprenticeship/Scholarship Program

Newspaper ads, radio spots and letters to the school counselors on the new scholarship program have been placed or distributed across the four counties. Two applications have been received to date and more are expected based on the calls the office received so far. Once the applications are gathered by March 20th, they will be shared to the group for rating. One scholarship per county will be awarded.

Other

A reminder of the Economic Development Council of Colorado Forum in Hugo on March 12th at 8:30AM was given. Those who plan to attend include Chairman Ed Rarick, Steve Burgess and Grant Thayer. The sponsorship level allows ten people to attend which could be filled by at least two people per county. An invitation will be extended again to the county commissioners and towns.

Mileage forms will be emailed tomorrow for those attending tonight.

An email to the auditor on February 28th will allow confirmation of the audit presentation date.

Next Meeting Date & Location

Chairman Rarick sought input on the next meeting dates considering the audit presentation. April 17th at 7PM as a teleconference was recommended by Steve Burgess. May 22 was selected as a potential date for the audit presentation so Limon will be our location if the auditor confirms the audit may be presented on that date.

Adjournment

Chairman Ed Rarick adjourned the meeting at 8:20PM when no further discussion was brought forth.