## 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 March 5, 2020

#### Call to Order

Chairman Ed Rarick called the March 5, 2020, Prairie Development Corporation Board of Directors meeting to order at 7:00PM held the Claremont Inn in Stratton, Colorado. Members attending, in addition to Chairman Ed Rarick, were Jerry Allen, Steve Burgess, Rol Hudler, Robert Safranek, Dorothy Stone and Grant Thayer. Candace Payne, PDC Administrator, also attended. Marilyn Ward was not able to attend. The At-Large position is currently vacant.

#### **Election of Officers**

Chairman Ed Rarick asked if there were any volunteers to serve as officers of the PDC Board. Rol Hudler made a motion to nominate the current slate of officers to remain in their positions. Steve Burgess seconded the motion. There being no more nominations, a unanimous ballot was cast to retain Chairman Ed Rarick, Vice Chairman Dorothy Stone and Secretary/Treasurer Jerry Allen as officers of PDC for another year.

#### Approval of Board Minutes of November 20, 2019

The Minutes of the November 20, 2019 meeting were reviewed. Steve Burgess made the motion to approve the Minutes as presented. Rol Hudler seconded the motion, which passed unanimously.

#### **Financial Reports**

The October, November and December 2019 and January 2020 Advanced Classified Balance Sheet Reports were reviewed with the board. The checks paid in October totaled \$10,092.39 and debit card purchases of \$208.90; November checks paid were \$27,153.01 and debit card purchases equaled \$195.56; December debit card purchases were \$31.90 and checks totaled 6,962.81; and January debit card purchases were \$114.93 and checks totaled \$75,908.84. Payment purposes included loan proceeds, audit fees, board mileage, ECCOG loan for bus payment, lawn care, property taxes, insurances and typical monthly expenses. Jerry Allen made a motion to ratify the bills and approve the financial report for filing. Dorothy Stone seconded the motion, which passed unanimously.

#### **Business Loan Requests**

Loan #20200331 (temporary number) using \$600,000 of CDBG funds was reviewed by PDC Administrator Candace Payne. The loan to purchase the existing business locations in Lincoln County would protect 33 Full time, good paying jobs in the two established locations. The loan terms recommended are 4.25% fixed interest for 120 months of \$4,200 with a ten-year balloon secured by real estate and UCC filing on all accounts, inventory, furniture, fixtures, and rents. The loan origination fee was set at 1% due at closing. A motion was made to approve Loan #20200331 using \$600,000 from CDBG funds to a Lincoln County business purchase with contingencies dictated by the state CDBG approval letter was made by Jerry Allen. Robert Safranek seconded the motion, which passed unanimously.

#### **Housing Loan Requests**

There were no housing loans to approve this month. There are two in the pipeline stated PDC Administrator Candace Payne.

Note: Only loans exceeding the \$25,000 lending limit established for the PDC Administrator are brought before the board for approval. Loans below the lending limit are staff approved and ratified by Loan Committee.

#### **Potential Loan Activity**

PDC Administrator Candace Payne reported three loans are in the pipeline including one in Kit Carson, Lincoln and Elbert counties. The Elbert County loan is not a true CDBG loan for us but could be a referral for infrastructure funds that we could earn a fee for if we perform the environmental review. The other two loans could use the statewide MEP funds matched with PDC Revolved to capitalize our funds.

#### Statewide Collaborative BLF Report

PDC Administrator Candace Payne reported the funds are now committed to each region in the amount of \$38,400 with no admin income offered. Loans will require a 50% match from other funds to spread out the money to more borrowers. We have two loans that could potentially use our allotment soon.

#### SBDC Update - Financial support request of \$10,000 and staff changes

A request for \$10,000 of cash support has been received from the Greeley SBDC office to provide services for all four counties. PDC Administrator Candace Payne explained how the counseling was not provided well in Cheyenne and Kit Carson counties through the end of 2019 and into 2020. A business owner complained multiple times about lack of returned calls and poor service in Cheyenne County. After in depth discussion, it was suggested PDC pays \$2,500 to support Lincoln and Elbert counties now and to provide consideration for support when a counselor was more readily available for Cheyenne and Kit Carson counties. The current counselor has been quite busy with hemp webinars and classes and is unable to provide assistance in these two counties. A new counselor is being sought to cover Kit Carson and Cheyenne counties with a hire pending. Rol Hudler made a motion to support the SBDC efforts in Lincoln and Elbert counties for 2020 at \$2,500. Jerry Allen seconded the motion. Motion passed with a dissenting vote Dorothy Stone voted nay.

#### **PDC Scholarship**

Currently, three applications have been received in two counties for this year's scholarship. Once the March 20<sup>th</sup> deadline has passed the board may review applications and make a decision on awards. Advertising expenses in four counties is approximately \$1,000 but the outreach to school staff has brought good attention to the offering. The Prairie Times was suggested for next year's advertising of the scholarship as it has good readership. The Elbert County News provided good coverage on their front page in color for \$50.

#### Other

No other items were brought forth.

#### Next meeting

The next meeting date selected was April 29th as a teleconference to start at 5:30PM.

#### Adjournment

Chairman Ed Rarick adjourned the meeting at 8:40 PM.