

# PRAIRIE DEVELOPMENT CORPORATION

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## COLORADO'S CENTRAL PLAINS



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### PRAIRIE DEVELOPMENT CORPORATION BOARD MEETING MINUTES November 14, 2012

#### **Call to Order**

Chairman Siekman called the Prairie Development Corporation board meeting to order at 7:10 p.m. at the Stratton Community Building, 132 Colorado Avenue, Stratton, CO. Members in attendance were: Jerry Allen, Rol Hudler, Ed Rarick, Myron Sams, Mark Snyder, and Dorothy Stone. Other attendees included Maryjo Downey, PDC Administrator; and Candace Payne, Special Projects Director. Del Beattie was also present as a guest. Craig Curl and Robert Safranek were absent.

Chairman Siekman introduced Del Beattie to the board.

#### **Minutes**

Minutes of the meeting held August 29, 2012, were presented for approval. After review, a motion for approval was made by Myron Sams and seconded by Ed Rarick. The motion carried unanimously.

#### **Financial Report**

The Board reviewed a list of bills for August totaling \$14,457.12; September totaling \$64,372.93; and October totaling \$74,082.96. Financial reports for August, September and October were also reviewed. Jerry Allen made a motion to accept the reports as presented and to ratify the bills paid. Rol Hudler seconded the motion, which passed unanimously.

#### **Business Loan Recommendations**

There were no business loan requests to approve.

#### **Housing Recommendations**

There were no housing loan requests above \$25,000 to approve above. Loans below that amount are reviewed and approved or disapproved by staff and do not need Board approval.

#### **Limon "D" Avenue House Status**

Candace reported there has been little interest in the purchase of this home. There is beginning to be exterior paint chipping and peeling that will need addressed before a sale is closed. This home is priced at \$85,000 and will carry the same restrictions as the F Ave home when sold.

#### **Kit Carson Apartments**

Jo Downey explained to the board that an offer has been received from Kit Carson Rural Development to purchase the apartments in the town of Kit Carson for the sum of \$20,000 with KCRD paying closing costs. Also included in the offer was a condition stating that if KCRD sells the property within twenty-four months of ownership, any profit will be split 50-50 with PDC. The written offer was distributed to the board for consideration. After discussion, Rol Hudler made a motion to accept the offer from KCRD, which was seconded by Myron Sams. The motion passed unanimously.

### **Prairie “Real Estate” and Studio Apartment Discussion**

PDC owns the building that houses the ECCOG and PDC agencies. ECCOG pays monthly rent to PDC. The building also includes two apartments and two business offices that provide additional monthly rent revenue to PDC. Candace said that three of the four renters were current and the fourth renter (the three bedroom apartment) is working to catch up.

Jo Downey told those present that she had been at 80% time with ECCOG since September of 2010. All PDC staff support is provided by the East Central Council of Local Governments and PDC reimburses ECCOG for staff time spent on PDC projects. During October, 30 hours of Jo’s time was charged to PDC. Downey recently made a request to the ECCOG Board of Directors asking to work 60% time or less beginning in 2013 and to work remotely on an as needed basis. Downey said she had been the ECCOG Executive Director since 1974 and though not wanting to fully retire, felt it important to transition various responsibilities over the next five years to other staff. She also stated that some work that used to take several days could now be done in far less time due to internet, email and computers. Jo’s request was approved by the ECCOG Board in September. Jo and her husband have placed their home in Stratton for sale and Jo asked the PDC Board that when that home sells, she would like to be able to rent the studio apartment next to her office. That space currently serves as an office for another semi-retired employee who works only 4-5 days a month. That staff person could be moved to a vacant office on the main floor of the building. The three-bedroom apartment on the second floor of the PDC building rents for \$550 a month including utilities and the two bedroom apartment next to it rents for \$450 with utilities included. After brief discussion among the Board as to the actual value of that space (as it had no kitchen and was only a single room with an adjacent bath), Rol Hudler made a motion that PDC lease the studio to Jo for \$175.00 a month including utilities. Jerry Allen seconded the motion which passed unanimously.

### **CDBG 2012 Grant Time Extension**

Jo Downey shared that the current CDBG contract was still extended through January 31, 2013. PDC has \$440,000 in open grant funds available to lend. Therefore, Lincoln County has requested a one year contract extension on the existing funds. Jo said that is was not too likely that an additional year would be granted. If it were not, then the existing contract would be closed out after January 31 and any funds not lent would be de-obligated by OEDIT/DOLA. A new grant application would not be put together until PDC had potential loan projects to justify the application and therefore could support that additional funds were needed. If a need arises later in 2013, Jo will work with Lincoln County to complete a new application. In the interim, there are adequate “revolved” funds available to loan and to administer the program.

### **SBDC Counseling Update**

Candace Payne shared that the recent Business in Action Forum held in Sterling today was well attended. Currently, the Northeast-East Central SBDC is planning an agricultural entrepreneurs course called “Tilling the Soil of Opportunity” to be held starting in January 2013. This 12-week course is scheduled to be held on Thursday evenings from 6-9 and is designed to help the enrollees complete an agricultural specific business plan. Class fee is expected to be \$295 per person. SBDC will be seeking sponsorship and scholarship support soon. Other local professionals may be included to lend their expertise to the class in areas like lending, legal services, marketing, and planning.

### **Drought Impacted Business Loan Program**

Candace reported that twelve applications for the drought mini-loan program have been received to date of which eight were approved or funded. The loans total \$101,000 in Elbert, Lincoln, and Kit Carson counties. No loans have been made in Cheyenne County so far. There are five known applications out but not yet returned. Jo mentioned Candace will again do a road trip and visit personally with area bankers in early 2013. PDC has shared the loan details with the ECCOG board and through the CEDS newsletter which should heighten awareness of the new program

### **ECCOG At-Large Board Member Appointment**

Jo Downey discussed the make-up of the ECCOG Board. Of the thirteen members, four elected municipal officials are selected by the towns (one from each county); the one county commissioner representative is appointed by each of the counties at their respective reorganization meetings in January and each county also appoints an economic development representative. The thirteenth (At-Large) member is appointed by PDC. All ECCOG Board terms are for one year but any Board Member can be reappointed. Jo said that the PDC At-Large appointed ECCOG Board Member is Troy McCue from Arriba. After brief discussion, Ed Rarick made a motion to re-appoint Troy McCue to the one-year term on the COG board. Myron Sams seconded the motion, which passed unanimously.

### **2013-2014 Board Membership**

Jo said that she had sent letters to each county in October regarding the need for each Board of Commissioners to appoint their two PDC Board Members for 2013-2014. PDC terms are for two years and the current term was for 2011 and 2012. There are a total of nine Board Members. Each county appoints two (and at least one must be from the private sector) and ECCOG appoints the ninth at-large member. Eight of the nine current PDC Board Members have indicated that they would like to be considered for re-appointment to another two year term. However, Myron Sams had previously stated that he would no longer be eligible to be on the PDC Board after 2012 as his new residence will be outside Lincoln County. As Myron can't be re-appointed, Jo has contacted Lincoln County as to the need to find another person that has interest and time to serve. The counties will announce their appointments at their respective re-organizational meetings in January.

### **Next Meeting Date/Location**

The PDC Loan Committee will meet on Wednesday, February 27, 2013, at 5:00 p.m. at a Limon location TBD. Discussion was held on the annual Reorganization Meeting and its usual scheduling in January. As the actual make-up of the Board will not be known until mid-January, Rol Hudler made a motion to move the Annual Meeting to February 27, 2013 and hold it just before the regular Board Meeting. Jerry Allen seconded the motion, which passed unanimously. Should the need arise for any lending decisions prior to the February meeting, discussion will be conducted via conference call.

### **Thanks Myron**

On behalf of the PDC Board, Dana Siekman "officially" thanked Myron for his past service and commitment to the Prairie Development Board and the areas that it serves. Though he will no longer live in the PDC area, Myron was encouraged to come back and "visit". He will remain on the mailing list for general PDC mailings. Thanks Myron...you will be missed!

Chairman Siekman declared the meeting adjourned at 7:55 p.m.