

# EAST CENTRAL COUNCIL OF LOCAL GOVERNMENTS

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COLORADO'S CENTRAL PLAINS

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## EAST CENTRAL COUNCIL OF LOCAL GOVERNMENTS BOARD OF DIRECTORS MEETING MINUTES March 2, 2011

### Call to Order

Chairman Rayetta Palmer called the March 2, 2011 meeting of the ECCOG Board of Directors to order at 4:20 p.m. at the Hub City Senior Center in Limon, CO. Rayetta thanks everyone for re-arranging their respective schedules so the meeting could be held early to accommodate the Governor's Economic Development Forum to be held later that day at 6:30. In addition to Rayetta Palmer, Board members present included: Mike Kelly, Monica Halde, Nola Stone, Fred Beisser, John Shipper, Donna Metcalf, Troy McCue, and Steve Burgess. Staff members present included Jo Downey, ECCOG Executive Director; Terry Baylie, Senior and Transit Services Director; and Candace Payne, Special Projects/Lending Director. Guests included John Hill of Ranchland News in Simla and Del Beattie.

Rayetta Palmer led the group in the Pledge of Allegiance during the re-organizational meeting.

Rayetta then asked the Board to consider the Minutes of the January 5, 2011 meeting. Steve Burgess moved the Board approve the Minutes of the January 5, 2011 ECCOG Board of Directors meeting as submitted. John Shipper seconded the motion, which carried unanimously.

The Board next reviewed the Financial Report and list of bills, which showed total net payroll for February of \$27,359.00, and the total for bills listed for February was \$52,938.74. Fred Beisser moved the Board approve the January Financial Report and the list of bills. John Shipper seconded the motion, which carried unanimously.

Former ECCOG Board Member, Del Beattie, was then recognized by Chairman Palmer and presented with an engraved plaque commending his years of service on the ECCOG Board. Del thanked everyone for the great experience and said he would still try and attend meetings when possible.

## **UNFINISHED BUSINESS:**

### **Final Enterprise Zone Report for 2010**

Jo Downey summarized the East Central Enterprise Zone tax credits certified by ECCOG in 2010. A detailed report on the certifications had been previously mailed to the Board Members. Downey stated that most commonly claimed credit is the ITC (Investment Tax Credit). She also reminded the Board and others that only credits over \$450 need to be signed at the ECCOG level...therefore there could be several hundred thousand dollars in additional credits claimed within the region in addition to the official \$1,240,738 actually certified. Downey also discussed the contribution credits for projects that help implement the regional economic development plan. Beginning in 2010, Enterprise Zone tax credits (with the exception of the contribution credits) will need to be pre-certified at the ECCOG level before any capital expenditures are actually made. Downey briefly outlined the on-going educational efforts to make tax preparers and tax payers aware of this legislatively mandated change. A copy of the 2010 Enterprise Zone Certification report is attached to the official file copy of these minutes.

### **Home Sweet Prairies**

Jo Downey said that after numerous delays, the project to promote the availability of affordable homes within the four- county region is nearing completion. The [www.homesweetprairies.com](http://www.homesweetprairies.com) web site content is now complete and appropriate photographs will be selected next week. A test of the site has been completed and the final list of realtors will be contracted by mid-month to submit information. Danielle Dascalos will be helping to promote the site and will work with ECCOG staff to discuss alternatives for making the appropriate audience aware of the site.

### **CDOT/FTA Contract for Services in 2011**

Terry Baylie briefed those in attendance on the status of the contract for 2011 public transit services. She said that the contract was signed on January 7<sup>th</sup>, making expenses from January 1 to 7 not eligible for reimbursement. After several emails with the Transit Unit, it was determined that since there were some funds left from 2010, the expenses for the first week of January can be reimbursed using 2010 funding.

### **Special Projects Director**

The Board of Directors was officially introduced to Candace Payne, recently hired as Special Projects/Lending Director. Candace was hired to replace recently retired twenty-plus year employee, Terry Blevins. Jo said that her principal responsibilities would be those of special project lending...both housing and commercial. Terry Blevins will continue on a very part time basis with the Our Journey Project writing and Off the Beaten Trail. Candace, a Flagler native, told the board that she had previously worked in banking as the internal auditor and compliance officer for several years and recently worked with the Town of Flagler on economic development needs.

## **CDBG Business Loan Capital and Blight**

Staff Director, Jo Downey, said that the existing four county CDBG grant contract for capital for the Prairie Development Business Loan Fund had been extended for 12 months and now expires on January 31, 2012. Lincoln County is the lead county for this grant and it is subcontracted to ECCOG and PDC for administration. However, OEDIT has suggested that the four counties initiate a new application as the current grant could be fully expended within the next sixty days if a loan now under consideration is approved and closed. As previously discussed, the four counties are also interested in pursuing a multi-county CDBG application for removal of blighted building in selected commercial areas. OEDIT has said that a single CDBG application could be submitted by Lincoln County for both projects simplifying the public hearing and overall application process. Lincoln County is agreeable to considering this and Jo will meet with the Commissioners within a few weeks to determine how to proceed.

## **Other**

### **NEW BUSINESS:**

#### **2010 Year End Services**

Terry said that included in Board packets are two spreadsheets showing the 2010 services provided by both the Area Agency on Aging and the Outback Express. These spreadsheets also included the 2009 year end service numbers for comparison. The reports were briefly reviewed and questions answered. Copies of both spreadsheets are included with the official file copy of these minutes.

#### **Small Business Center Consulting**

Jo Downey reported on the expansion of business consulting services within the ECCOG service area by the Northeast-East Central Small Business Development Center (sponsored by the University of Northern Colorado). A schedule of the days that a counselor is in each of the counties was distributed by Candace. In addition to working for ECCOG 80% time, Candace will work 20% time for the SBDC. ECCOG will pay her entire salary and be reimbursed by the SBDC for 20% salary, 20% fringe and all mileage and expenses associated with the consulting services. PDC has contributed \$20,000 for 2011 to the SBDC to help expand services in the region. A minimum of one day a month will be scheduled in Cheyenne Wells, Limon, Elizabeth, Burlington and Flagler to enable businesses needing assistance with Business Plans and financing options to meet closer to their place of business rather than travel to the main SBDC offices in Greeley or Fort Morgan. Office/meeting space has been donated by the communities. Jo thanks both the PDC and ECCOG Boards for helping make arrangements for that space.

#### **Our Journey and Off the Beaten Trail 2011**

The planning process for the 2011 Our Journey Program has been initiated. A new museum has been added (Bailey Saddle Museum) and the Arriba Museum that had been private is now public and located at the Town Hall. Jo reported that the Our Journey packet for this year would include a puzzle board and each museum would have a piece of the puzzle to hand out to visi-

tors. A web page will be developed for the Saddle Museum. Museum inserts similar to the ones for Cheyenne Wells, Kit Carson, Hugo, Elbert County, Burlington and Limon will be developed for the Arriba Museum, the Clown Museum and the Genoa Tower with funding support from the Lincoln County Tourism Board. Hours will change at one or more of the museums so web page modifications will have to be made and a new antique and bed and breakfast guide will be printed. The 2011 Events Guide will also be included. Downey briefed those present on the process and time line for the entire Our Journey kit (which will also include the Off the Beaten Trail information...which does not need to be modified) and stressed the importance of encouraging everyone to turn in their events for that guide. 15,000 of the summer events guide are printed and then a guide is sent home with each student in each of the public and private schools in the region to make area residents aware of all of the events that are in their "backyards". Copies are then distributed to local chambers, ED groups and distributed through the Colorado Welcome Center. Events information is due to the COG office by March 18.

#### **Senior Service and Transit Advisory Board Member Appointments**

Terry presented the names of Mary Curtiss of Simla and Vicky Miller of Hugo as nominees for appointment to the SSTB. Donna Metcalf moved to appoint these two people to the advisory board; motion was seconded by Troy McCue and carried unanimously.

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

The next meeting will be May 4, 2011 in Limon at the Hub City Senior Center.

#### **Adjournment**

There being no further business, Rayetta Palmer declared the meeting was adjourned at 5:45 p.m. All present were encouraged to attend to the Economic Development Forum at the high school.