

# EAST CENTRAL COUNCIL OF LOCAL GOVERNMENTS

---

COLORADO'S CENTRAL PLAINS

---



Box 28 • Stratton, Colorado 80836 • 719-348-5562 • (FAX) 719-348-5887 • [www.eccog.com](http://www.eccog.com)

## EAST CENTRAL COUNCIL OF LOCAL GOVERNMENTS BOARD OF DIRECTORS MEETING MINUTES September 7, 2011

### Call to Order

Chairman Rayetta Palmer called the September 7, 2011 meeting of the ECCOG Board of Directors to order at 7:09 p.m. at the Kit Carson County Carousel Museum, Burlington, Colorado. In addition to Rayetta Palmer, Board members present included: Nancy Bogenhagen, Steve Burgess, Monica Halde, Dave Hornung, Mike Kelly, Donna Metcalf, and Valerie Rhoades. Staff members present included Jo Downey, ECCOG Executive Director; Candace Payne, Special Projects Director; and Terry Baylie, Senior and Transit Services Director. Also present was Del Beattie of Limon. Fred Beisser, Troy McCue, John Shipper, Nola Stone, and Paul Warnecke were absent.

No flag was available, so Rayetta Palmer dispensed with the pledge of allegiance

Rayetta then asked the Board to consider the Minutes of the July 6, 2011 meeting. Steve Burgess moved to approve the July 6 meeting Minutes. Motion was seconded by Donna Metcalf and carried unanimously.

The Board next reviewed the September Financial Report and list of bills for August, which shows total net payroll for August of \$28,904.97, and the total bills for August of \$48,526.13. Dave Hornung moved the Board approve the September Financial Report and the August bills for payment. Monica Halde seconded the motion, which carried unanimously.

### UNFINISHED BUSINESS:

#### Home Sweet Prairies

Jo Downey discussed the work being done on the [www.homesweetprairies.com](http://www.homesweetprairies.com) web site. Currently there are ten realtors signed up and each will be allowed 4-6 homes per realtor on the site. Danielle Dascalos will be contacting Front Range Media to promote the site. News releases will also be sent to each of the regional papers. It was also decided to produce a rack card promoting the site for use within the four counties. It was suggested that there might also be opportunity for local radio spots. The additional website photos of the available houses should be uploaded by September 15<sup>th</sup> and marketing will begin shortly thereafter.

### **Outback Express Public Transit Fares**

Included in Board packets was a spreadsheet showing current transit fares and the Senior Services and Transit Advisory Board's recommendation for increasing the fares. Terry reviewed the spreadsheet which shows that the advisory board is recommending the fare be increased to 11¢ per mile, effective January 1, 2012. No change was recommended for "around town" trips. After answering questions, Terry asked the Board for a final determination of a fare increase. Donna Metcalf moved to increase fares by the 2¢ per mile, with no change to the "around town" fare, effective January 1, 2012, and also asked that the advisory board continue to review the fares annually and consider recommending small yearly increases rather than a larger increase every few years. Motion was seconded by Dave Hornung and carried unanimously.

### **Business Loan Capital Balance**

Staff Director, Jo Downey, discussed the current balance of the Prairie Development Corporation's CDBG Business Capital grant. The remaining balance of \$215,000 in the contract must be expended (or de-obligated) by January 31, 2012. Directives of the grant contract require job creation for low to moderate income levels or that the borrower is of low to moderate income at the time of application. (Valerie Rhoades entered) Downey emphasized that it was important to keep in mind that for each \$20,000 loaned, one job must be created or retained as per HUD guidelines. All loans approved by PDC from the open grant contract must also be approved by the Governor's Office of Economic Development and International Trade. PDC also has less restrictive funds available to loan to area businesses, but adequate collateral and repayment ability are still basic criteria. PDC cannot refinance existing loans. Downey said that she was hopeful that a new grant application for additional capital would be completed and awarded by the close of the existing contract.

### **Enterprise Zone Credit Information Request**

A request has been made (and granted by) to the Governor's Office of Economic Development and International Trade to provide copies of all enterprise zone credit certifications from August 6, 2002 for all zones to a reporter who made the request under the public information statute. Prior to 8-6-2002, EZ information could not be made public. Jo Downey discussed the information request as well as the continuing status of the new electronic approval process. EZ Credits can now be approved electronically, but cannot be filed with Revenue electronically until 1-1-12. Downey also re-emphasized the new "pre-certification" rule that goes into effect January 1. Pre-certification shall be obtained from a business' local EZ Administrator in 2012 and every year thereafter in which a business anticipates earning an EZ tax credit. Pre-certification is required for Department of Revenue forms DR0074, DR0076 and/or DR0077. It is suggested that any business that may be planning on using one or more of the credits during the year complete the pre-certification process in early January. Submitting information for pre-certification does not obligate the business to actually earn or use the credit(s). Downey also reminded those present that the contribution credit does not have to be pre-certified. ECCOG staff is in the final

stages of producing a rack card to further make the public aware of the new rules. The Board discussed the best ways to make the taxpayer aware of the new rules and suggested that 20,000 rack cards be printed so some could be distributed through farm shows yet this fall. Jo also stated that the Enterprise Zone Marketing grant was budgeted to allow for placement of box “ads” on the changes in each of the papers later this year. Local papers and radio will also be contacted for additional exposure.

## **NEW BUSINESS:**

### **Our Journey and Off the Beaten Trail 2012**

Jo reported on the Our Journey program for this year. At the carousel, attendance was down by 7% but revenues were up by over 15%. The Front Range radio, television and print coverage was extensive and additional coverage resulted from the addition of the Saddleland Museum in Simla. Jo said the number of packets requested was the greatest since the program begin, but the conversion to actual visits was still disappointing. Plans are now underway for the 2012 Our Journey Program. The website home page and other information will be updated for the next season. The number of Off the Beaten Trail sites will again remain the same due to a lack of funding to expand that part of the overall heritage tourism efforts. Some sites are so far off the beaten trail that they are visited less often while others such as Elizabeth continue to draw numerous geogachers. After discussion on the program, direction was given by the Board to continue the Our Journey program efforts.

ECCOG has submitted a 2012 Regional Tourism Marketing grant request for \$12,500 to the Colorado Tourism Office. Grant decisions will be made in mid-September. A portion of that budget would go towards continuing the great PR work contracted with Danielle Dascalos. Any amount awarded by CTO must be matched on a one-to-one basis.

### **Senior Speak-out 2012**

A draft agenda and registration form for the upcoming Senior Speak-out in Sterling was enclosed with Board materials. Terry said that registrations were due by September 2<sup>nd</sup>; there are currently 30 people from this region registered, which is down from previous registrations (there were 69 from the ECCOG area when the conference was held in Burlington last year, and about 40 two years ago in Lamar). Terry said that should an ECCOG board member wish to attend the registration deadline has been extended to September 12<sup>th</sup>.

### **Housing Loan Fund Programs and Activities**

Candace Payne, Special Projects Director, made a brief presentation on the various PDC housing loan programs available within the ECCOG Service area. She distributed the 2011 housing brochure describing the programs and 2011 income limits. Loan qualification criteria and the criteria for determining the interest and pay back terms were explained to the group.

### **Letters of Intent/applications for 2012/2013 Aging Services**

Enclosed with Board packets was a spreadsheet summarizing the requests of the various agencies that submitted letters of intent to apply for sub-contract funding from ECCOG. Terry reviewed the document and advised that there was some confusion in the letter from Lincoln County Public Health. Terry explained that she was able to obtain more information, which was provided to the advisory board. After answering questions, Terry said the advisory board did recommend that all agencies submit full applications, which will then be reviewed by the SSTB at its September 15<sup>th</sup> meeting and recommended agency funding amounts made. Recommendations for 2012 will be reviewed by the ECCOG board at its December 7<sup>th</sup> meeting and final funding determined.

### **Economic Development Brochure(s) Revisions**

Jo handed out copies of the existing ED brochure which was distributed via email earlier this month to the board. This full color brochure was originally designed so that it would be more “long lasting” and not outdate itself. To keep the piece current, a separate smaller brochure for each county was designed to fit into the regional piece. It is now time to update each of the county inserts. The current inserts have been sent to ED agencies and PDC and ECCOG Board members asking that each review their respective county’s information and recommend changes by Sept. 20<sup>th</sup>. The inserts with updated information will be printed by November and again used within the principal regional “pocket” ED brochure. The EZ Marketing Grant includes funds for producing 2,000 of each county insert with half going to each county for their individual use and the other half for use in Regional marketing by ECCOG and PDC.

### **2012 Budget**

The first draft of the overall ECCOG budget for 2012 was distributed and discussed. The final budget must be adopted by mid-December. Jo explained that no salary/wage increases were made for 2012 and she has budgeted herself at 80% time and Candace at 100% time due to SBDC counseling needs. After discussion, Steve Burgess moved to adopt the budget for 2012. The motion was seconded by Nancy Bogenhagen and carried unanimously.

### **2012 Board Member Selection Process**

Jo Downey will send letters in October to each municipality about the board member selection process for 2012. Jo explained the thirteen directors are filled by elected municipal officials, county commissioners, private sector and stakeholder entities. Each County Commission appoints one of its three commissioners and each county appoints one person representing private sector businesses or stakeholders (higher education or labor). One municipal elected official is selected by the various incorporated municipalities within each county. The 13<sup>th</sup> member is appointed by the Prairie Development Corporation. The current 2011 Board remains through the January 4<sup>th</sup> meeting (which is the last official meeting of the 2011 year as it closes out December business). The first meeting of the 2012 Board will be in February.

**Next Two Meeting Dates/Locations**

Due to Jo's scheduled vacation, the November meeting could be conducted with Candace and Terry, canceled, or that business moved to October as a meeting was not originally scheduled for that month. Since the 2012 Budget was approved during this meeting, the consensus of the Board was that no meeting needs be held in October or November unless a pressing matter arose. The next meeting will be held at the Claremont in Stratton on December 7<sup>th</sup>. Dinner will be provided at the Claremont at 6 pm, followed by the meeting at 7:00 at the Stratton Community Building at 132 Colorado Ave.

**Adjournment**

There being no further business, Rayetta Palmer declared the meeting was adjourned at 8:49 p.m.