



AGENDA
Logan County Board of Commissioners
Logan County Courthouse, 315 Main Street, Sterling, Colorado
Tuesday, October 20, 2020 - 9:30 a.m.

Call to Order
Pledge of Allegiance
Revisions to Agenda
Consent Agenda

Approval of the Minutes of the October 6, 2020 meeting.

Acknowledge the receipt of the Landfill Supervisor's report for the month of September, 2020.

Acknowledge the receipt of the Treasurer's Report for the month of September, 2020.

Acknowledge the receipt of the Clerk and Recorder's Report for the month of September, 2020.

Acknowledge the receipt of the Sheriff's Fee Report for the month of September, 2020.

Acknowledge the 2022 Fair Dates as set by the Logan County Fair Board: July 28, 2022 – August 7, 2022.

Approval of revisions to the Bylaws of the Logan County Fair Board.

Unfinished Business

New Business

Consideration of the approval of the following Logan County Lodging Tax Board Projects:

- Billboard - \$3,900.
- Tote Bags - \$3,700.
- Miles Partnership/CTO - \$14,131.
- Interstates 80 and 76 travel guide - \$1990.
- NADS In-room Guest Directory - \$200.

Other Business
Miscellaneous Business/Announcements

The next meeting will be scheduled for Tuesday, November 3, 2020, at 9:30 a.m. at the Logan County Courthouse.

Executive Session as Needed
Adjournment

October 6, 2020

The Logan County Board of Commissioners met in regular session with the following members present constituting a quorum of the members thereof:

Joseph A. McBride
Jane Bauder
Byron Pelton

Chairman
Commissioner
Commissioner

Also present:
Alan Samber
Pamela Bacon
Marilee Johnson

Logan County Attorney
Logan County Clerk
Tourist Information Center Director/County Public
Information Officer
Planning and Zoning
Logan County Emergency Manager
Journal-Advocate

Rob Quint
Jerry Casebolt
Jeff Rice

Chairman McBride called the meeting to order at 9:30 a.m. The meeting opened with the Pledge of Allegiance. Chairman McBride asked if there were any revisions for the agenda. No revisions were noted.

The Board continued with the Consent Agenda items:

- Approval of the Minutes of the September 29, 2020 meeting.
- Approval of the Veteran's Service Officer's monthly report and certification of pay form for the month of September, 2020.
- Acknowledgement of the receipt of the Public Trustee's Third Quarter Report for 2020.

Commissioner Pelton moved to approve the Consent Agenda. Commissioner Bauder seconded and the motion carried 3-0.

Chairman McBride continued with Unfinished Business:

Commissioner Bauder moved to award the proposal for the restoration of windows and doors at the Logan County Courthouse to Schlenz Builders Inc. in the amount of 22,518.00. Commissioner Pelton seconded and the motion carried 3-0.

Commissioner Pelton moved to approve Resolution 2020-35 on behalf of Gary Schlenz, agent, pursuant to a P.O.A. for The Rosemary Schlenz Estate for vacation of the platted Sunrise Circle, Sunrise Lane and Lots 9-19, Blocks 1 and 2, Sunrise Knoll, Phase II, located in the Northwest Quarter of the Northwest Quarter (NW1/4NW1/4) of Section 30, Township 8 North, Range 52 West of the Sixth Principal Meridian, Logan County, Colorado, for the purpose of a replat. Commissioner Bauder seconded and the motion carried 3-0.

Commissioner Bauder moved to approve Resolution 2020-36 on behalf of Gary Schlenz, agent, pursuant to a P.O.A. for The Rosemary Schlenz Estate approving the re-plat of Lots 1,2, and 3, Sunrise Knoll, Phase I and the vacated Sunrise Lane and Sunrise Circle contiguous to Lots 1, 2, and 3, Sunrise Knoll, Phase 1, located in the Northwest Quarter of the Northwest Quarter (NW1/4NW1/4) of Section 30, Township 8 North, Range 52 West of the Sixth Principal Meridian, Logan County, Colorado. Commissioner Pelton seconded and the motion carried 3-0.

Commissioner Pelton moved to lay on the table the second round of Small Business Grants. Commissioner Bauder seconded and the motion carried 3-0.

Chairman McBride continued with New Business:

Commissioner Bauder moved to approve the Construction Materials Regular (112) Operation Reclamation Permit Application for the Barkley Pit for a gravel pit and authorize the Chairman to sign. Commissioner Pelton seconded and the motion carried 3-0.

Commissioner Pelton moved to approve an agreement between Logan County and Sitewise for Xcel and issuance of Right of Way Permit #2020-22 for use of the county right-of-way to bore under at 7811 5th Street, Atwood, CO to bore under for a new gas service line. Commissioner Bauder seconded and the motion carried 3-0.

Commissioner Bauder moved to approve an agreement between Logan County and Sitewise for Xcel and issuance of Right of Way Permit #2020-23 for use of the county right-of-way to bore under at 7801 5th Street, Atwood, CO for a new gas service line. Commissioner Pelton seconded and the motion carried 3-0.

Announcements:

The next business meeting will be scheduled for Tuesday, October 20, 2020, at 9:30 a.m. at the Logan County Courthouse.

There being no further business to come before the Board, the meeting adjourned at 9:38 a.m.

Submitted by:



Logan County Clerk

Approved: October 20, 2020

BOARD OF COUNTY COMMISSIONERS
LOGAN COUNTY, COLORADO

(seal)

By: _____
Joe McBride, Chairman

Attest:

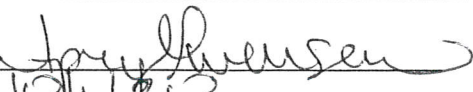
Logan County Clerk & Recorder

LOGAN COUNTY SOLID WASTE DEPARTMENT--MATT CHRISP, SUPERVISOR

315 Main Street Sterling, CO 80751

(970)522-8657 Fax---(970)522-1995

FOR SEPTEMBER 2020		TONS	PRICE	CHARGES
Area Town Clean-ups	CPC		@ \$1.17	\$0.00
City of Sterling Clean-up	SFCC		@ \$1.17	\$0.00
City of Sterling Packers	SF	526.73	@ \$15.17	\$7,990.49
City of Sterling Dump Trucks	CL	164.27	@ \$23.17	\$3,806.14
General Public		42.38	@ \$23.17	\$981.94
Commerial (Packers & Roll Offs)	C	953.11	@ \$23.17	\$22,083.56
>5 Tons on Free Certificates	XTON	2.32	@ \$23.17	\$53.75
Indust. Waste>5 Tons on Free Cert.	IDXTON		@ \$36.17	\$0.00
Industrial Waste	All other ID	732.35	@ \$36.17	\$26,489.10
Industrial Petroleum Contaminated Soil	IDPCS		@ \$36.17	\$0.00
Out of County	OC	115.50	@ \$46.34	\$5,352.27
Industrial Waste Out of County	IDOC		@ \$72.34	\$0.00
Rural Free Certificates	NC	91.81	NC	
All County Vehicles	NCC	0.48	NC	
TOTAL TONS		2628.95		
\$10.00 MINIMUM DIFFERENTIAL				\$587.37
\$20.00 MINIMUM DIFFERENTIAL				\$12.63
E-Waste Recycling		18 items		\$108.00
E-Waste Recycling	NC		NC	
GEW (Government E-Waste)		3,360	LB. \$0.08	\$268.80
Outgoing Recycled Tires/Metal/Wood		17.09		
Car Tires (CHG)		52	@ \$5.00	\$260.00
Truck Tires (CHG)		54	@ \$8.00	\$432.00
Car/Truck Tires (NC)			NC	
Tractor Tires (CHG)			@ \$12.00	\$0.00
Earth Moving Tires (CHG)			@ \$20.00	\$0.00
Tractor/Earth Moving Tires (NC)			NC	
R & B Illegally Disposed Tires & Matts (NC)			NC	
Appliances (CHG)		7	@ \$5.00	\$35.00
Appliances (NC)			NC	
Analytical Reviews	ARV		@ \$189.00	\$0.00
Unsecured/Unauthorized Loads	CHG		@ \$20.00	\$0.00
Total # of Vehicles		904		
TOTAL OC & IDOC				\$5,364.90
TOTAL IN COUNTY				\$63,096.16
GRAND TOTAL				\$68,461.06

SIGNED BY: 
DATE: 10/1/20

Amended Copy

LOGAN COUNTY SOLID WASTE SUR-CHARGE REPORT

Sep-20	TONS	CPC (CLOSURE)	GRAND TOTAL
CASH	294.27	439.25	\$7,774.15
CHARGE	1643.68	1665.65	\$48,700.88
CITY OF STERLING	691.00	695.55	\$11,986.03
TOTAL	2628.95	\$2,800.45	\$68,461.06
THESE TNS ARE SHIPPED OFF:			
GEW	1.68		
RECYCLED METAL (SWAN)	6.40		
RECYCLED METAL (BOHM)			
RECYCLED TIRES	10.69		
RECYCLED WOOD			
GRAND TOTAL TNS	2647.72		

SIGNED BY: *April Swenson (PF)*
DATE: *10-9-2020*

**LOGAN COUNTY TREASURER'S MONTHLY REPORT
REPORT OF COUNTY FUNDS ONLY
SEPTEMBER 2020**

COUNTY FUNDS	8/31/20 BALANCE	PROPERTY TAXES	SPECIFIC OWNERSHIP	MISC COLLECTIONS	TRANSFERS IN (OUT)	WARRANTS	TREAS FEES	9/30/20 BALANCE
COUNTY GENERAL	\$ 10,854,212.22	\$ 94,464.49	\$ 71,224.49	\$ 295,357.54	\$ -	\$ (1,155,281.35)	\$ (3,706.15)	\$ 10,156,271.24
ROAD & BRIDGE	\$ 4,634,615.27	\$ 4,831.38	\$ 4,283.29	\$ 476,038.51	\$ -	\$ (351,020.61)	\$ (5,712.58)	\$ 4,763,035.26
CONTINGENT	\$ 632,999.55	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 632,999.55
CAPITAL EXPENDITURES	\$ 695,791.73	\$ 3,787.58	\$ 2,855.74	\$ 20,071.31	\$ -	\$ (90,637.59)	\$ (75.75)	\$ 631,793.02
JUSTICE CENTER	\$ 2,359,106.23	\$ -	\$ -	\$ 462.00	\$ -	\$ -	\$ -	\$ 2,359,568.23
TELEVISION FUND	\$ 135,407.45	\$ 568.11	\$ 428.29	\$ -	\$ -	\$ (1,371.85)	\$ (11.36)	\$ 135,020.64
PEST CONTROL	\$ 283,166.94	\$ 3,162.16	\$ 1,145.35	\$ -	\$ -	\$ (24,406.06)	\$ (63.24)	\$ 263,005.15
LODGING TAX	\$ 141,217.86	\$ -	\$ -	\$ 7,103.86	\$ -	\$ (4,917.85)		\$ 143,403.87
SOLID WASTE	\$ 2,006,986.38	\$ 0.73	\$ -	\$ 58,931.01	\$ -	\$ (39,678.24)	\$ (0.02)	\$ 2,026,239.86
SOLID WASTE CLOSURE	\$ 498,559.26	\$ -	\$ -	\$ 2,359.87	\$ -	\$ -	\$ -	\$ 500,919.13
CONSERVATION TRUST	\$ 233,771.20	\$ -	\$ -	\$ 17,959.95	\$ -	\$ -	\$ -	\$ 251,731.15
FAIR FUND	\$ 176,862.07	\$ -	\$ -	\$ 25.28	\$ -	\$ (8,961.91)	\$ -	\$ 167,925.44
CAPITAL IMPROVEMENT	\$ 1,341,402.90	\$ -	\$ -	\$ 181,783.03	\$ -	\$ (26,375.71)	\$ (3,633.72)	\$ 1,493,176.50
AMBULANCE FUND	\$ 233,187.99	\$ -	\$ -	\$ 69,317.66	\$ -	\$ (53,634.08)	\$ -	\$ 248,871.57
% TAX COLLECTED TO DATE								99.79%
TOTALS	\$ 24,227,287.05	\$ 106,814.45	\$ 79,937.16	\$ 1,129,410.02	\$ -	\$ (1,756,285.25)	\$ (13,202.82)	\$ 23,773,960.61

STATE OF COLORADO)
: ss.
COUNTY OF LOGAN)

I hereby certify that the Logan County Treasurer's Office collected property taxes totaling \$402,897.48 for the month of SEPTEMBER 2020 which amount includes taxes for the County and all taxing authorities within the Treasurer's jurisdiction. The total Treasurer's Fees collected on all of said taxes for the month of SEPTEMBER 2020 is \$14,575.02 which includes fees for the County and all taxing authorities.

Patricia Bartlett

Patricia Bartlett, Logan County Treasurer

Subscribed and sworn to before me this 5th day of OCTOBER 2020, by Patricia Bartlett, Logan County Treasurer.
Witness my hand and official seal.

My Commission expires: September 23, 2021

Janet McLaughlin
Notary Public

JANET MCLAUGHLIN
Notary Public
State of Colorado
Notary ID # 20054037006
My Commission Expires 09-23-2021



Clerk Fees Collected 2020

September

	<u>2019</u>	<u>2020</u>	
<u>Recording Fees Retained</u>	9,611.76	17,519.48	
<u>Motor Vehicle Fees Retained</u>	324,469.92	306,473.69	
Total \$	334,081.68	\$ 323,993.17	\$10,088.51

<u>Fees & Taxes Distributed</u>			
State of Colorado	205,247.25	254,073.22	
City of Sterling	32,049.84	36,374.17	
Town of Fleming	1,587.62	2,322.69	
Total \$	238,884.71	\$ 292,770.08	\$53,885.37

Fees Retained Year to Date	\$2,932,042.70
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CIVIL PAYMENTS						
Sep-20						
Date	Check #	Business Check #	Sheriff #	Amount	Amount of Refund	Amount Owed to County
9/8/2020	758	CASH	2020-438	\$ 35.00	\$ 15.00	\$ 20.00
9/15/2020	759	25761	2020-458	\$ 40.00	\$ 15.00	\$ 25.00
9/22/2020	760	22529	2020-464	\$ 35.00	\$ 10.00	\$ 25.00
9/22/2020	761	22525	2020-463	\$ 40.00	\$ 15.00	\$ 25.00
10/5/2020	762	300631	2020-540	\$ 35.00	\$ 15.00	\$ 20.00
10/6/2020	764	300635	2020-541	\$ 35.00	\$ 15.00	\$ 20.00
				Total Owed to County		\$ 135.00

CIVIL PAYMENTS CREDIT CARDS					
Sep-20					
Date	Check #	Sheriff #	Amount	Amount of Refund	Amount Owed to County
9/3/2020		2020-425	\$ 35.00		\$ 35.00
9/8/2020		2020-434	\$ 80.00		\$ 80.00
9/8/2020		2020-442	\$ 80.00		\$ 80.00
9/9/2020		2020-443	\$ 90.00		\$ 90.00
9/23/2020		2020-476	\$ 35.00		\$ 35.00
9/23/2020		2020-477	\$ 40.00		\$ 40.00
9/25/2020		2020-470	\$ 35.00		\$ 35.00
9/28/2020		2020-528/529	\$ 45.00		\$ 45.00
9/28/2020		2020-527	\$ 40.00		\$ 40.00
10/5/2020	763	2020-526	\$ 48.00	\$ 15.00	\$ 33.00
				Total Owed to County	\$ 513.00

JURY/SEX OFFENDERS/RECORDS REQUEST CREDIT CARDS					
Sep-20					
Date		Sheriff #	Amount	Amount of Refund	Amount Owed to County
9/15/2020			\$ 74.00		\$ 74.00
9/25/2020			\$ 25.00		\$ 25.00
9/30/2020			\$ 64.00		\$ 64.00
10/6/2020			\$ 10.00		\$ 10.00
9/22/2020			\$ 50.00		\$ 50.00
				Total Owed to County	\$ 223.00

CHP CREDIT CARDS			
Sep-20			
Date		Amount	Amount Owed to County
9/2/2020		\$ 52.50	\$ 52.50
9/2/2020		\$ 152.50	\$ 152.50
9/3/2020		\$ 152.50	\$ 152.50
9/4/2020		\$ 63.00	\$ 63.00
9/9/2020		\$ 152.50	\$ 152.50
9/9/2020		\$ 63.00	\$ 63.00
9/11/2020		\$ 152.50	\$ 152.50
9/11/2020		\$ 152.50	\$ 152.50
9/16/2020		\$ 63.00	\$ 63.00
9/18/2020		\$ 152.50	\$ 152.50
9/21/2020		\$ 152.50	\$ 152.50
9/21/2020		\$ 152.50	\$ 152.50
9/22/2020		\$ 152.50	\$ 152.50
9/22/2020		\$ 152.50	\$ 152.50
9/24/2020		\$ 63.00	\$ 63.00
9/25/2020		\$ 152.50	\$ 152.50
9/25/2020		\$ 152.50	\$ 152.50
9/30/2020		\$ 63.00	\$ 63.00
9/30/2020		\$ 63.00	\$ 63.00
		Total Owed to County	\$ 2,260.50

CIVIL CHECKS	\$	135.00	
CIVIL CREDIT CARDS	\$	513.00	
RECORDS/VIN/FINGERPRINTS CREDIT CARDS	\$	223.00	
CHP CREDIT CARDS	\$	2,260.50	
TOTAL PAID TO GENERAL FUND	\$	3,131.50	Check#766
DEPOSIT TAKEN TO BANK OF COLORADO	\$	220.00	

BY-LAWS OF THE
LOGAN COUNTY FAIR BOARD

ARTICLE I

Section 1. Name

The name of the organization shall be the Logan County Fair Board.

Section 2. Purpose

The Logan County Fair Board shall serve in an advisory capacity to the Logan County Board of County Commissioners regarding the conduct and management of the Logan County Fair held annually in Sterling, Colorado during the month of August.

The Fair Board may provide advice and assistance in the planning and development of the policies, programs and activities related to the conduct of the fair. The Fair Board shall be responsible for the planning, development and conduct of those activities or assignments that are not in conflict with state or federal statutes.

ARTICLE II

Section 1. Membership

The Logan County Fair Board shall consist of no less than nine (9) and no more than sixteen (16) members appointed by the Board of County Commissioners.

Section 2.

The individual members of the Fair Board shall be appointed by the Logan County Board of County Commissioners to represent specific areas of responsibility on the Board including but not limited to Sheriff's Office, Rodeo, Queens, Entertainment, Commercial Exhibits & Parking, Livestock Exhibits, Fair Parade, Youth Rodeo, Horse Events, Event Seating, Youth & Open Class Exhibits, Demolition Derby, Sponsorship, Bull Riding, Advertising & Promotions, Buildings & Grounds. Members appointed shall be knowledgeable in the areas they are to represent and they shall be legal residents of Logan County.

Members shall be appointed to fill vacancies on the Fair Board by the Logan County Board of County Commissioners after the annual fair and prior to the first of December. The Fair Board may recommend to the Logan County Board of County Commissioners the names of individuals whom they feel would, if appointed, be qualified to serve on the Fair Board. The Logan County Board of County Commissioners may also seek other individuals that are interested and qualified to serve as the Fair Board members and may appoint ex officio members, as specified in Section 3 of this Article II, to provide assistance in any specific area of responsibility.

Membership discrimination on the basis of race, color, creed, sex, political affiliation or socioeconomic status is contrary to the purpose and policies of the Logan County Board of County Commissioners.

Section 3. Ex Officio Members

Ex Officio Members provide input in specific program areas or to enhance the coordination and communication of entities that are responsible for or involved in activities related to the fair. Designated Ex Officio members shall be:

- A. The Fair Manager.
- B. County CSU Extension Agents.
- C. Such others as may be deemed advisable by the Logan County Board of Commissioners.

The Fair Board may recommend to the Logan County Board of County Commissioners that additional Ex Officio member be named as condition warrants. Ex Officio Members shall not be allowed to make motions, second motions or vote at Fair Board Meetings.

Section 4. Tenure

Members appointed to the Fair Board shall serve for a period of three years. Members may, upon the recommendation of the Fair Board and at the pleasure of the Logan County Board of County Commissioners, be re-appointed to serve another consecutive term. Reappointments will be made by the Logan County Board of Commissioners based on a members past performance and desire to continue to serve in the best interest of the Fair. All positions will be advertised to Logan County residents.

Section 5. Termination

A member may resign from the Board upon written notice submitted to the Logan County Board of Commissioners with a copy to the president of the Fair Board.

The termination of all expired terms appointments shall be at the conclusion of the Annual meeting of the Fair Board held in the final year of appointment.

Membership shall be automatically terminated if a member's residence changes to other than Logan County.

A board member's membership may be terminated at any time by the Logan County Board of County Commissioners or at the written request of two-thirds of the membership of the Fair Board. The membership of any member who fails to attend three successive Fair Board meetings may be reviewed by the membership of the Fair Board. A two-thirds vote of the Fair Board shall result in a request that the Logan County Board of County Commissioners terminate that member's appointment.

Ex Officio members term of appointment terminates at the conclusion of the October meeting.

Serving as an Ex Officio member shall not prevent an individual from serving as a Fair Board member if he or she should be appointed to the Fair Board by the Logan County Board of County Commissioners.

ARTICLE III

Section 1. Officers

The officers of the Fair Board shall be president, vice president, and secretary/treasurer elected annually from the Board membership at the annual meeting.

Section 2. Tenure of Officers

Tenure of an officer shall not be time limited.

Section 3. Fair Manager

The Logan County Board of County Commissioners shall appoint a Fair Manager during the month of October or prior to the Board's annual meeting. The new Fair Manager shall assume his responsibilities at the beginning of the annual meeting.

Section 4. Executive Committee

The officers and Fair Manager shall serve as the Fair Board's Executive Committee. The Executive Committee is designed to facilitate the programs and activities of the Fair Board. It is not to be used to circumvent the duties or responsibilities of the full Fair Board. The actions of the Executive Committee may, when necessary, be considered as actions of the Fair Board.

Section 5. Committees

The president shall appoint such standing committees as are deemed necessary by the Fair Board or the Executive Committee to accomplish the Fair Board's purpose. All committees shall serve at the pleasure of the president and all standing committees shall be appointed following the annual election of officers. Ad hoc committees may be appointed by the president at any time.

Section 6. Protest Committee

The president shall appoint a special protest committee of three or more members to hear any and all protests. The committee should include, but not be limited to, the Fair Board representatives of the specific area involved in the protest. If the protest involves the exhibits division, the Extension Agent responsible for that particular area may be called upon to furnish specific information or clarify rules involved in the protest.

The protest committee shall meet on the call of the Fair Board president or Fair Manager without prior notice and all members must be present to hear a protest. See the current Fair premium book for protest procedures and fees.

ARTICLE IV

Section 1.

A. Fair Board meetings.

The Fair Board shall meet monthly, the meeting date shall be determined by a majority vote of the Fair Board members. The annual meeting of the Fair Board shall be held in the month of November.

The Executive Committee may call such other Fair Board meetings as are deemed necessary. Any four members of the Fair Board may in writing request that the president call a special session of the Fair Board.

B. Executive Committee Meetings.

The president, Fair Manager or any two members of the Fair Board may call a meeting of the Executive Committee.

C. Committee Meetings.

All standing or ad hoc committees shall meet at the call of the president.

Section 2. Notice of Meeting

Members of the Fair Board shall be notified of all forthcoming meetings at least one week (seven days) prior to the meeting.

All Executive Committee members shall be notified of all forthcoming meetings three days prior to the meeting. Emergency meetings of the Fair Board may be held with the consent of four members of the Board which include Fair Manager and Officers of the Fair Board.

All standing and or ad hoc committee members shall be notified of forthcoming meetings seven days prior to that meeting.

Section 3. Quorum

A quorum for the transaction of Fair Board business shall consist of a majority of the appointed Fair Board members at the time of meeting (a majority is defined as 51% or more of the membership).

A quorum for the Executive Committee shall be three members of the Executive Committee.

A majority of the members present for all appointed, standing or ad hoc committees shall constitute a quorum. Members not present for the monthly meeting may call in or give their proxy to another member to vote. No more than one proxy per member in attendance.

Section 4. Agenda

The meeting agenda shall be prepared by the Fair Administrative Assistant in cooperation with the Fair Manager and President. The Logan County Board of County Commissioners shall be notified of monthly Fair Board Agendas.

Section 5. Minutes

The secretary shall keep minutes of all Fair Board and Executive Committee meetings. These minutes shall be filed in the secretary's record book and a copy filed with the Fair Manager and the Logan County Board of County Commissioners.

The Chairman of all standing or ad hoc committees shall appoint a member of the committee as secretary. The appointed secretary shall then keep appropriate minutes of the committee meetings and file them with the Fair Board's secretary, Fair Manager and Logan County Board of Commissioners.

The minutes from the previous meeting shall be prepared by the Fair Board secretary and mailed or electronically sent to all regular and ex-officio members at least 7 days prior to the next regular monthly meeting.

Section 6. Cooperation

The Logan County Board of Commissioners Office will cooperate with the Fair Board, Fair Manager and Committee Chairman in the preparation of agenda, the mailings of notices and the filing of official minutes.

ARTICLE V

Duties of Officers

Section 1. President

The president shall preside at all meetings of the Fair Board and the Executive Committee. The president shall, with the approval of the Fair Board, appoint all committees. The president is responsible for liaison with the Fair Manager and in the absence of the Fair Manager with the Board of County Commissioners.

Section 2. Vice President

The Vice President shall discharge the duties of the president in his absence and shall serve as an Ex Officio member of all standing or ad hoc committees.

Section 3. Secretary/Treasurer

The Secretary shall attend all regular and special meetings of the Board and Executive Committee and shall keep accurate minutes of the proceedings and file them as specified in Article IV, Section 5.

The Treasurer shall cooperate with the Fair Manager and the Fair Finance Clerk designated by the Logan County Board of Commissioners to ensure the establishment of proper accounting practices and procedures. The treasurer shall be responsible for presenting the Fair Fund financial reports. The treasurer shall ensure that all checks drawn upon the Fair account are in payment of a properly presented billing or voucher and that all bills or vouchers are signed by the Fair Manager and checks are approved by the Chairperson of the Board of County Commissioners. In an emergency situation, wherein the Fair Manager is not present to sign, the Chairperson of the Board of County Commissioners may countersign. In the event the Chairperson of the Board of County Commissioners is not available, an available Commissioner may sign in the place of the Chairperson.

Section 5. Fair Manager

The Fair manager shall be appointed annually by the Logan County Board of County Commissioners and shall serve as a liaison between the board of County Commissioners and the Fair Board. The Fair Manager shall be an Ex Officio member of the Fair board and shall represent the Logan County Board of County Commissioners at all Fair Board meetings. The Fair Manager together with the Fair Board president shall represent the Fair Board in communicating with the Board of County Commissioners.

The Fair Manager is responsible under the direction of the Logan County Board of Commissioners for the conduct of the County Fair and all of its related activities. The Fair Manager shall at all times seek the advice, council and support of the Fair Board. He/ She shall also seek input from sponsors, exhibitors, concessionaires, entertainers and the public and relay their suggestions to the Fair Board and the Logan County Board of County Commissioners.

The Fair Manager must review and approve, in writing, all Fair Board expenditures previously approved by the Fair Board, and submit individual expense vouchers to the Board of County Commissioners for final approval. Fair Board purchasing must comply with the Logan County Purchasing Policies and Procedures.

The Fair Manager shall be appointed by the Logan County Board of County Commissioners during the month of October. Should the Logan County Board of County Commissioners fail to appoint the Fair Manager at that time, the incumbent shall serve until re-nominated or replaced.

In an emergency situation, wherein the Fair Manager is temporarily absent, the Board of County Commissioners will appoint a reliable individual to stand in as acting Fair Manager for the duration of the absent period.

ARTICLE VI

Section 1. Annual Fair

The Logan County Fair Shall be held annually in the month of August. Factors such as the start of the Colorado State Fair and possible conflicts with dates of surrounding area fairs or shows should be taken into consideration when determining dates for the Logan County Fair. The Fair Board shall on or before the October meeting recommend to the Logan County Board of Commissioners the starting and ending dates of the Fair. The Logan County Board of County Commissioners will by official action confirm the recommended dates or suggest to the Fair Board alternative dates.

ARTICLE VII

Section 1. Statutory Limitations

Colorado Statues require that the Logan County Fair Board serve in an advisory capacity only. All activities, financial agreements, contracts and/or transactions of the Fair Board must be subject to the final written approval of the Logan County Board of County Commissioners. The Logan County Board of County Commissioners may assign at its pleasure, specific responsibilities for the conduct of the Fair to the Fair Board or its members.

ARTICLE VII

Section 1. Standard Conduct

The maintenance of high standards of honesty, integrity and impartiality by Board members is essential to ensure the proper performance of business and public confidence in government and in particular the operations of the Logan County Fair. The avoidance of misconduct and conflicts of interest either real or apparent by Board members is indispensable to the maintenance of the standards.

The Board members shall not:

1. Participate directly or indirectly in the deliberation by the Fair board on any matter affecting directly or indirectly the interest of the Board member, the Board member's family or any entity controlled by the Board member or in which the Board member owns 10% or more stock or interest therein.
2. Obtain or appear to obtain special advantage or favoritism in the dealing with the County Fair Board particularly in relation to matters involving any contract, entertainment or services to be performed for the County Fair or the Fairgrounds.
3. Divulge or use for the benefit of the Board member, the Board member's family or any entity controlled by the Board member, in which the Board member has more than 10% interest any contractual or pecuniary information acquired as a board member.
4. Use space, personal property, communication, transportation, or other facilities of the Board for activities or businesses in such Board member's personal interests or the personal interest of any member of his family or entity which he controls or has more than 10% interest. This does not apply to use of property, facilities, or resources pursuant to a lease or contract with the county which is based on an agreement arrived at following arm's length negotiations which is evidence in writing setting forth the terms and conditions of such use provided the same terms are generally extended to members of the public.
5. Not to participate as a judge in any event of the County Fair in which the Board member has an entry or there are entries by members of his family.

A Board member must always disclose in advance to all of the other Board members present a conflict of interest or potential conflict of interest in connection with any contract purchase, payment or other pecuniary transaction entered into by the Board and shall not in any way participate in deliberations or discussion on such issue or issues with the Board.

ARTICLE IX

Section 1. Amendments

These by-laws may be repealed, amended or additions made thereto at any regular meeting provided written notice of the proposed repeal, amendments or additions are mailed to all board members and the Logan County Board of County Commissioners 15 days prior to the date of the regular meeting. A majority vote of the entire Fair Board membership will be necessary to repeal, amend or add to these by-laws. Such repeal, amendments or additions to become final must also be approved by two-thirds vote of the Board of County Commissioners.

LOGAN COUNTY LODGING TAX BOARD FUNDING REQUEST FORM

**** Please print and review BOTH pages and bring to the meeting ****

Date: 10/5/2020 Project Title: Billboard
Responsible Party: (Signature) Glenn Phelps Aumel
Funds Payable to: (Organization) Logan County Chamber
Mailing Address: 109 N. Front St. Sterling CO 80751

By completing this form, the responsible party agrees to include the words "Funds provided by www.ExploreSterling.com" in all media announcements and/or printed material about the project. **Changes in details** for an event, such as location, length of event, etc. that were presented to the LTB at the time the request was submitted and accepted must be cleared with the board before any bills will be paid. Failure to do this will also affect funding for future projects.

Fifty percent or more of the advertising funds used to promote the event should be spent to reach outside of Logan County.

Date(s) of Activity: On Going
Total cost of project: \$ 7800
Amount requested: \$ 3900

Describe briefly how funds will be used then attach detailed information to this form as requested in the guidelines on the back.

The following information is vital if a request for funds is to be considered. Please include on a separate sheet with the proposal.

1. Show the complete name of the project to be promoted, advertised or marketed.
2. Identify and provide information about the group or organization making the request, including name and phone number of the person in charge.
3. Describe the project and plans to promote, advertise or market it.
4. Provide an outline of the budget established for the event.
5. Detail what percentage of total amount budgeted is being requested from the Lodging Tax Board. Remember, the funds are for tourism for Logan County.
6. Advertising is to include the words "**Funds provided by www.ExploreSterling.com**".
7. **Fifty percent or more** of the advertising funds used to promote the event must be spent to reach outside of Logan County.
8. Funds are not paid up front. A receipt or invoice for an expense must be presented, showing the actual amount spent before that money is released.
9. Receipts and invoices must be presented for payment **within 90 days of the completion of the event.**
10. The Lodging Tax Board requests a follow-up report after the event. If this is an event that will occur again, it is hoped that help from Lodging Tax funds in early years will help an event eventually become self-supporting.

See Reverse Side

LOGAN COUNTY LODGING TAX BOARD FUNDING REQUEST FORM

Date: _____ Project Title: _____

Responsible Party: (Signature) _____

Funds Payable to: (Organization) _____

Mailing Address: _____

By completing this form, the responsible party agrees to **include the words "Funds provided by www.ExploreSterling.com"** in all media announcements and/or printed material about the project. **Changes in details** for an event, such as location, length of event, etc. that were presented to the LTB at the time the request was submitted and accepted **must be cleared with the board before** any bills will be paid. Failure to do this will also affect funding for future projects.

Fifty percent or more of the advertising funds used to promote the event should be spent to reach outside of Logan County.

Date(s) of Activity: ongoing

Total cost of project: \$ 7800.00

Amount requested: \$ 3900.00

Describe briefly how funds will be used then attach detailed information to this form as requested in the guidelines on the back.

11.11 Exit Billboards

THIS PART OF FORM TO BE COMPLETED BY LODGING TAX BOARD

The Logan County Lodging Tax Board Requests approval from the County Commissioners in the amount of \$ 3900.00 for the activity outlined in this request with the understanding that the funds will be used as described.

LCLTB Endorsement: [Signature] Date: 10/5/2020

LCLTB Treasurer's Endorsement [Signature] Date: 10/5/2020

Logan County Commissioners approve the amount of \$ _____

Commissioners Endorsement _____ Date: _____

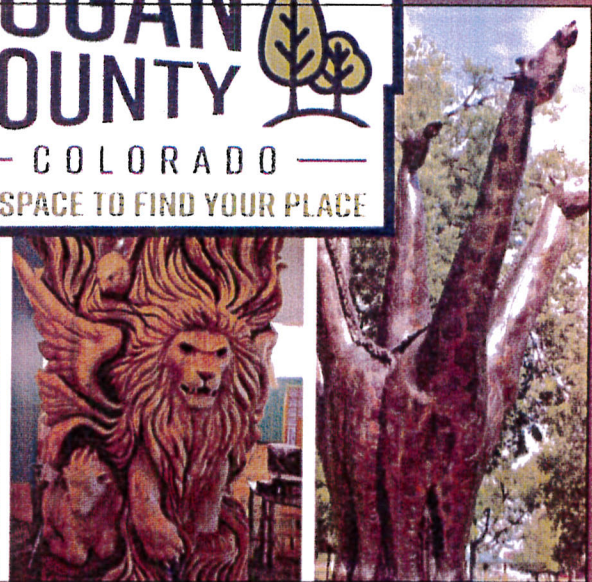
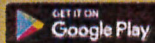
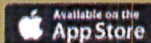
Reimbursement forms must be obtained from the finance department at the Logan County Courthouse. For reimbursement, return **completed forms and receipts** within 90 days of completion of the event

See Reverse Side

REVISED SEPT 2013

Experience
the stories of
Logan County
with Talking Trail.

Download Now!



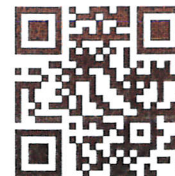
HUNGRY?

GREAT EATS!



ExploreSterling.com





CONTRACT FOR OUTDOOR ADVERTISING

2020-09-21 08:20:09 16774-0

CONTRACTED BY:			ON BEHALF OF ADVERTISER:		
CUSTOMER #	4958	Adver-4958	CUSTOMER #		
NAME	Logan County Chamber		NAME		
ADDRESS	109 N. Front Street		ADDRESS		
CITY/STATE/ZIP	Sterling, Co 80751		CITY/STATE/ZIP		
CONTACT	Glenna Aurich		CONTACT		
EMAIL ADDRESS	GlennaAurich@Logancountychamber.com		EMAIL ADDRESS		
PHONE #	970-522-5070		PHONE #		
P.O.#					
ADVERTSR	Logan County Chamber		ADVERTSR		

Qty	Product Description	Market	Illum	Size	Term in Months	Service Dates	Rate per Period	Total Rate
1	03-3111.1, I-76 W/S, 9.50 mi N/O Sterling Exit, N/F, Regular	Sterling	Yes	10' x 30'	12	10/01/2020 - 09/30/2021	650.00	7,800.00
Amount Per Period (Net)								\$650.00
Total Ad Space								\$ 7,800.00
Estimated Production (Contract) TOTAL							\$ 0.00	
Additional Production May be Ordered Upon Request.								
Grand Total (Net)								\$ 7,800.00

Notes:

Cost includes 4 vinyl's and installs..

Agency/Advertiser hereby contracts for the outdoor advertising services described above upon the terms set forth above AND ON PAGE 2 OF 2. This contract must be signed by both Agency or Advertiser and MHO to be effective. This contract is non-cancelable by agency/advertiser. Advertiser receives a first right of refusal to renew inventory contracted for (13) 4-week periods at rate provided by Mile High Outdoor. This first right expires 90 days prior to the contract expiration date.

Advertiser:	Agency:
Signature: _____	Signature: _____
Printed Name: _____ Date: _____	Printed Name: _____ Date: _____

Mile High Outdoor	Name:	Date:
Signature: _____		

FOR INTERNAL USE: (T)



A/E Name / No.

Steve Bogoyas
9250 E. Costilla Ave., Suite #500, Greenwood Village,
CO 80112

Ph#: 303.783.4800

Selling Branch Address

Mile High Outdoor
9250 E. COSTILLA AVE.
Greenwood Village, CO 80112
Ph#: 303.783.4800 Fax#: 303.783.4801

LOGAN COUNTY LODGING TAX BOARD FUNDING REQUEST FORM

**** Please print and review BOTH pages and bring to the meeting ****

Date: 10/5/2020 Project Title: Tote Bags
Responsible Party: (Signature) Glenna Phelps - Clerk
Funds Payable to: (Organization) Logan County Chamber
Mailing Address: 109 N Front St., Sterling CO 80751

By completing this form, the responsible party agrees to include the words "Funds provided by www.ExploreSterling.com" in all media announcements and/or printed material about the project. **Changes in details** for an event, such as location, length of event, etc. that were presented to the LTB at the time the request was submitted and accepted must be cleared with the board before any bills will be paid. Failure to do this will also affect funding for future projects.

Fifty percent or more of the advertising funds used to promote the event should be spent to reach outside of Logan County.

Date(s) of Activity: ongoing as needed

Total cost of project: \$3700

Amount requested: \$3700

Describe briefly how funds will be used then attach detailed information to this form as requested in the guidelines on the back.

The following information is vital if a request for funds is to be considered. **Please include on a separate sheet with the proposal.**

1. Show the complete name of the project to be promoted, advertised or marketed.
2. Identify and provide information about the group or organization making the request, including name and phone number of the person in charge.
3. Describe the project and plans to promote, advertise or market it.
4. Provide an outline of the budget established for the event.
5. Detail what percentage of total amount budgeted is being requested from the Lodging Tax Board. Remember, the funds are for tourism for Logan County.
6. Advertising is to include the words "Funds provided by www.ExploreSterling.com".
7. **Fifty percent or more** of the advertising funds used to promote the event must be spent to reach **outside of Logan County.**
8. Funds are not paid up front. A receipt or invoice for an expense must be presented, showing the actual amount spent before that money is released.
9. Receipts and invoices must be presented for payment **within 90 days of the completion of the event.**
10. The Lodging Tax Board requests a follow-up report after the event. If this is an event that will occur again, it is hoped that help from Lodging Tax funds in early years will help an event eventually become self-supporting.

See Reverse Side

LOGAN COUNTY LODGING TAX BOARD FUNDING REQUEST FORM

Date: _____ Project Title: _____

Responsible Party: (Signature) _____

Funds Payable to: (Organization) _____

Mailing Address: _____

By completing this form, the responsible party agrees to **include the words "Funds provided by www.ExploreSterling.com"** in all media announcements and/or printed material about the project. **Changes in details** for an event, such as location, length of event, etc. that were presented to the LTB at the time the request was submitted and accepted **must be cleared with the board before** any bills will be paid. Failure to do this will also affect funding for future projects.

Fifty percent or more of the advertising funds used to promote the event should be spent to reach outside of Logan County.

Date(s) of Activity: ongoing

Total cost of project: 3700⁰⁰ -

Amount requested: 3700⁰⁰ -

Describe briefly how funds will be used then attach detailed information to this form as requested in the guidelines on the back.

Bags

THIS PART OF FORM TO BE COMPLETED BY LODGING TAX BOARD

The Logan County Lodging Tax Board Requests approval from the County Commissioners in the amount of \$ 3700⁰⁰ - for the activity outlined in this request with the understanding that the funds will be used as described.

LCLTB Endorsement: [Signature] Date: 10/5/2020

LCLTB Treasurer's Endorsement [Signature] Date: 10/5/2020

Logan County Commissioners approve the amount of \$ _____

Commissioners Endorsement _____ Date: _____

Reimbursement forms must be obtained from the finance department at the Logan County Courthouse. For reimbursement, return **completed forms and receipts** within 90 days of completion of the event

See Reverse Side

REVISED SEPT 2013

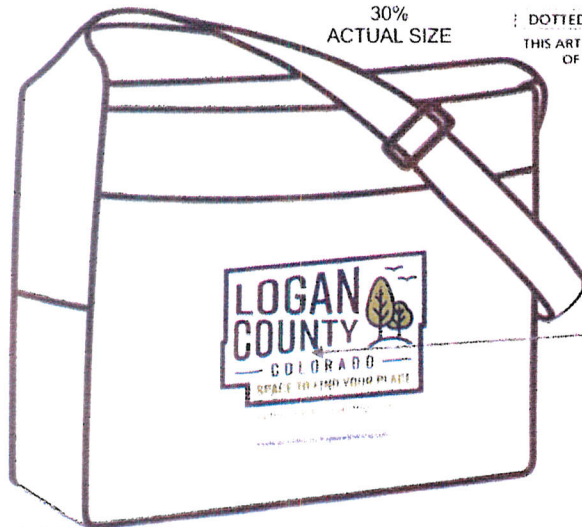
ELITE TOTE BAG - FULL COLOR

Imprint Area - FRONT: 6"H x 10"W

Order# 17310677-2

To: Andrew Ligocki x8836
From: 02-07-19

4imprint.
877.446.7746
Art Proof



30%
ACTUAL SIZE

DOTTED LINE WILL NOT APPEAR ON YOUR IMPRINTED ITEM
THIS ART PROOF SHOWS THE APPROXIMATE SIZE AND PLACEMENT
OF YOUR IMPRINT RELATIVE TO THE SIZE OF THE ITEM.

40% ACTUAL SIZE



imprint color(s):
Full Color

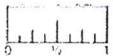
Item #7707-1214-FC

ACTUAL SIZE FRONT



LoganCountyChamber.com

funds provided by ExploreSterling.com





Elite Tote Bag - 12" x 14" - Full Color

Item #7707-1214-FC

You get free set-up on this item!



4 color(s) to choose from!

Red

Royal Blue

White

Black

Minimum Quantity	100	250	500	1000	2500	5000	10000
Your Price	\$5.35	\$3.65	\$3.39	\$3.29	\$2.89	\$2.49	\$2.39



Our art team will place your artwork (uploaded after checkout) on a digital mockup for you to review before your order goes into production.



You are editing a reorder.

Making changes to imprint color(s) or location(s) may incur extra charges.

Where should we place your design?

Front Pocket

What imprint color(s) would you like?

☐ Full Color

You are editing a reorder.

- This 100g heavyweight non-woven polypropylene conference tote features stitched seams, black piping, and a 2" wide adjustable strap.
- The tear-resistant and water-repellent tote bag includes four clear business card holders, a large document pouch, front slip pocket and utility pockets on the side gussets.
- A matching covered cardboard bottom insert adds durability and support.
- You'll surely make a lasting impression at your next event or trade show with this winning imprinted bag!
- Size: 12" x 14" x 6".
- Your price includes a full-color imprint on the front of the bag.
- FREE SET-UP!
- Imported, logo applied in USA.

LOGAN COUNTY LODGING TAX BOARD FUNDING REQUEST FORM

***** Please print and review BOTH pages and bring to the meeting *****

Date: 10/02/20 Project Title: MILES PARTNERSHIP / CTO MEDIA
Responsible Party: (Signature) MARILEE JOHNSON, TOURIST CENTER DIRECTOR
Funds Payable to: (Organization) MILES PARTNERSHIP
Mailing Address: PO BOX 645430, CINCINNATI OH 4564-5430

By completing this form, the responsible party agrees to **include the words "Funds provided by www.ExploreSterling.com"** in all media announcements and/or printed material about the project. **Changes in details** for an event, such as location, length of event, etc. that were presented to the LTB at the time the request was submitted and accepted **must be cleared with the board before** any bills will be paid. Failure to do this will also affect funding for future projects.

Fifty percent or more of the advertising funds used to promote the event should be spent to reach outside of Logan County.

Date(s) of Activity: FY 2021
Total cost of project: \$14,131
Amount requested: \$14,131

Describe briefly how funds will be used then attach detailed information to this form as requested in the guidelines on the back.

ADVERTISING TO PARTNER WITH THE COLORADO TOURISM OFFICE INCLUDING:
2020 OFFICIAL STATE VACATION GUIDE 1/3 PAGE - \$4,981
JULY IN-STATE CUSTOM EMAIL NEWSLETTER - \$1,600
COLORADO.COM CITY PAGE SPONSORSHIP, JAN1-DEC 31 - \$5,000
COLORADO.COM WELCOME LEAD PROGRAM, MARCH 1-AUG 31 - \$2,550

The following information is vital if a request for funds is to be considered. **Please include on a separate sheet with the proposal.**

1. Show the complete name of the project to be promoted, advertised or marketed.
2. Identify and provide information about the group or organization making the request, including name and phone number of the person in charge.
3. Describe the project and plans to promote, advertise or market it.
4. Provide an outline of the budget established for the event.
5. Detail what percentage of total amount budgeted is being requested from the Lodging Tax Board. Remember, the funds are for tourism for Logan County.
6. Advertising is to include the words "**Funds provided by www.ExploreSterling.com**".
7. **Fifty percent or more** of the advertising funds used to promote the event must be spent to reach **outside of Logan County.**
8. Funds are not paid up front. A receipt or invoice for an expense must be presented, showing the actual amount spent before that money is released.
9. Receipts and invoices must be presented for payment **within 90 days of the completion of the event.**
10. The Lodging Tax Board requests a follow-up report after the event. If this is an event that will occur again, it is hoped that help from Lodging Tax funds in early years will help an event eventually become self-supporting.

COLORADO TOURISM PRINT PROGRAM



COLORADO OFFICIAL STATE VACATION GUIDE

The Colorado Tourism Office employs a targeted advertising campaign that drives potential visitors to visit COLORADO.com, where they request a copy of the annual Official State Vacation Guide, which is designed to inspire and assist in planning.



VIRTUAL GUIDE:

Visits: 165,464 Pageviews: 1,735,561
Avg. Session: 9.24 minutes App Downloads: 8,949

The Colorado Official State Vacation Guide is the only print call-to-action for the CTO's efforts. Your message is reaching an incredibly qualified, active-travel-planning audience that you cannot get access to anywhere else.

● Getting Guides to Consumers:

400,000 copies reach Colorado visitors.

- **Direct Request:** 300,000 sent before they arrive in Colorado via Colorado.com and TV guide requests (viewers with interactive TV systems can order a guide to be delivered directly to their home after viewing a Colorado commercial)
- **Distributed at Key Locations:** 100,000 to Denver International Airport, Colorado Welcome Centers and the rack program for the drive market

TOP DIRECT-REQUEST MARKETS

1. Texas
2. Florida
3. California
4. Missouri
5. Illinois
6. Georgia
7. Ohio
8. Pennsylvania
9. New York
10. Oklahoma



OSVG RATES

1/24-1/25	2/24-2/25	3/24-3/25	4/24-4/25	5/24-5/25	6/24-6/25	7/24-7/25	8/24-8/25
\$18,675	\$16,983	\$16,983	\$16,437	\$14,943	\$11,985	\$9,843	\$7,650

CO-OP RATES AVAILABLE

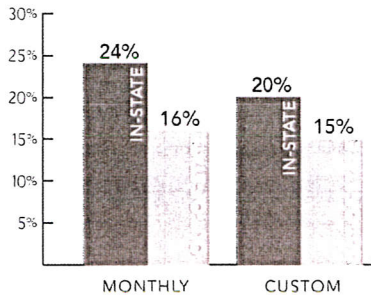
SEASONAL MAGAZINE DISCOUNT

OSVG advertisers receive up to 15% discount on the seasonal magazine rates.

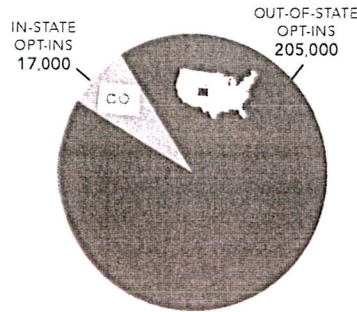
COLORADO EMAILS

Capture an already engaged audience. True fans of Colorado receive a monthly email with captivating articles and upcoming events, and you can target your own message by month and season. Or receive 100% exposure in our custom email program, which deploys to our in- and out-of-state audiences bi-monthly.

EMAIL OPEN RATE



OPT-IN DATABASE



OFFICIAL MONTHLY NEWSLETTER

	QUANTITY AVAILABLE/MONTH	RATE PER BLAST
IN-STATE BLAST	6	\$765*
OUT-OF-STATE BLAST	1	\$5,000

*Buy two of the same ad unit and get one of equal or lesser value free. Deployments assigned on a first-come, first-served basis.

Tentative editorial coverage, subject to change:

In State (shorter planning windows):

Nov.–Feb. = winter; March–April = spring; May–August = summer; September–October = fall

Out of State (longer planning windows):

Oct.–Feb = winter; March–July = summer; September = fall; November–December = winter

CUSTOM EMAILS

Receive 100% exposure or collaborate with other businesses in our custom email program. Submit photos, copy and a call-to-action, and we'll blast your message out to our database, driving all inquiries to your site.

	QUANTITY AVAILABLE	RATE PER BLAST
IN STATE	2 per month	\$2,000
OUT OF STATE	2 per month	\$7,200
BOTH LISTS	1 per quarter*	\$9,000

* March, June, August and November

Tracking codes attached to your links give you 24/7 access to performance results.

Responsive design allows for seamless access across all digital platforms: mobile, tablet and desktop.

IN STATE

222K monthly opt-ins

OLD WEST WATERING HOLES

OUT OF STATE

January 2020

PLAN A QUICK TRIP TO POWDER COUNTRY: SOUTH FORK

COLORADO'S BARE ON-LINE RENTAL

FALL IN LOVE WITH

OLD WEST WATERING HOLES

PLAN A QUICK TRIP TO POWDER COUNTRY: SOUTH FORK

Colorado.com

SUBSCRIBE | UNSUBSCRIBE | UPDATE PREFERENCES

100% share of voice



100% share of voice

THE BEST WINTER HIKES IN ESTES PARK

Colorado.com

SUBSCRIBE | UNSUBSCRIBE | UPDATE PREFERENCES

FIND YOUR PERFECT HIKE! >

LOGAN COUNTY LODGING TAX BOARD FUNDING REQUEST FORM

***** Please print and review BOTH pages and bring to the meeting *****

Date: 10/02/20 Project Title: Interstates 80 & 76 Travel Guide

Responsible Party: (Signature) Marilee Johnson, Tourist Center Director

Funds Payable to: (Organization) Community Publishers

Mailing Address: 706 Kennedy #8, Grand Island NE 68803

By completing this form, the responsible party agrees to **include the words "Funds provided by www.ExploreSterling.com"** in all media announcements and/or printed material about the project. **Changes in details** for an event, such as location, length of event, etc. that were presented to the LTB at the time the request was submitted and accepted **must be cleared with the board before** any bills will be paid. Failure to do this will also affect funding for future projects.

Fifty percent or more of the advertising funds used to promote the event should be spent to reach outside of Logan County.

Date(s) of Activity: 2021

Total cost of project: \$1,990

Amount requested: \$1,990

Describe briefly how funds will be used then attach detailed information to this form as requested in the guidelines on the back.

Two page spread – inside back cover. One page free editorial. 60,000 copies / 140+ distribution spots.

The following information is vital if a request for funds is to be considered. **Please include on a separate sheet with the proposal.**

1. Show the complete name of the project to be promoted, advertised or marketed.
2. Identify and provide information about the group or organization making the request, including name and phone number of the person in charge.
3. Describe the project and plans to promote, advertise or market it.
4. Provide an outline of the budget established for the event.
5. Detail what percentage of total amount budgeted is being requested from the Lodging Tax Board. Remember, the funds are for tourism for Logan County.
6. Advertising is to include the words **"Funds provided by www.ExploreSterling.com"**.
7. **Fifty percent or more** of the advertising funds used to promote the event must be spent to reach **outside of Logan County.**
8. Funds are not paid up front. A receipt or invoice for an expense must be presented, showing the actual amount spent before that money is released.
9. Receipts and invoices must be presented for payment **within 90 days of the completion of the event.**
10. The Lodging Tax Board requests a follow-up report after the event. If this is an event that will occur again, it is hoped that help from Lodging Tax funds in early years will help an event eventually become self-supporting.

Guidelines for Requesting Funds From the Logan County Lodging Tax Board

The Logan County Lodging Tax Board's funding and the use of its funds were established by Colorado House Bill 1476, and concern the promotion of tourism and its funding. This house bill was enacted by the General Assembly of the State of Colorado and later approved by the voters of Logan County. In general, "revenues collected from Logan County Lodging Tax (1.9% bed tax), shall be used only to advertise, market or promote tourism for Logan County"

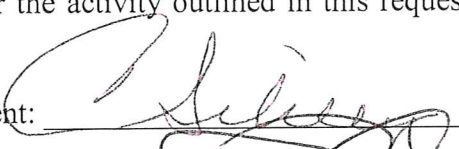
Funding for advertising, marketing or promoting an event intended to bring tourism to Logan County may be requested by completing the other side of this form, attaching additional information as requested below and submitting the entire request before the Lodging Tax Board at their next monthly meeting. Names of Board members, as well as the time and date of each monthly meeting, are available by inquiring at the Logan County Commissioners' Office (970-522-0888). Please provide **TWELVE copies** of the completed proposal (one for each Board member). The presentation of your event request, including time to answer questions from the Board, should be kept to a maximum of 10 minutes.

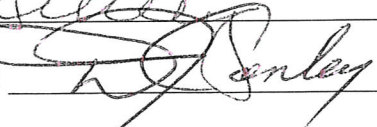
Requests may be submitted to a Board member prior to the next meeting and discussed as new business, without a personal presentation. However, this does not allow the opportunity for the Board to ask questions and it could be tabled for more information. The Board may consider and vote on a proposal at the same meeting. The Board may also review and discuss a new proposal at the meeting when it is submitted, then vote on it at the next meeting.

Requests approved by the Lodging Tax Board will then go to the County Commissioners for their approval at a regular open meeting. **If possible the person submitting the proposal should attend the County Commissioners' meeting.** Check with their office for time and date of the next Commissioners meeting. This will also be announced at the Lodging Tax Board meeting.

THIS PART OF FORM TO BE COMPLETED BY LODGING TAX BOARD

The Logan County Lodging Tax Board Requests approval from the County Commissioners in the amount of \$ 1990.00 for the activity outlined in this request with the understanding that the funds will be used as described.

LCLTB Endorsement:  Date: 10/5/2020

LCLTB Treasurer's Endorsement  Date: 10/5/2020

Logan County Commissioners approve the amount of \$ _____

Commissioners Endorsement _____ Date: _____

Reimbursement forms must be obtained from the finance department at the Logan County Courthouse. For reimbursement, return **completed forms and receipts** within 90 days of completion of the event

THANK YOU!!

See Reverse Side

REVISED May 2016

LOGAN COUNTY LODGING TAX BOARD FUNDING REQUEST FORM

**** Please print and review BOTH pages and bring to the meeting ****

Date: 10/02/20 Project Title: NADS In-Room Guest Directory

Responsible Party: (Signature) Marilee Johnson, Tourist Center Director

Funds Payable to: (Organization) North American Directory Services

Mailing Address: 320 E 27th St., Loveland CO 80538

By completing this form, the responsible party agrees to **include the words "Funds provided by www.ExploreSterling.com"** in all media announcements and/or printed material about the project. **Changes in details** for an event, such as location, length of event, etc. that were presented to the LTB at the time the request was submitted and accepted **must be cleared with the board before** any bills will be paid. Failure to do this will also affect funding for future projects.

Fifty percent or more of the advertising funds used to promote the event should be spent to reach outside of Logan County.

Date(s) of Activity: 2021

Total cost of project: \$200

Amount requested: \$200

Describe briefly how funds will be used then attach detailed information to this form as requested in the guidelines on the back.

Full page ad in motel room Guest Directory – Comfort Inn, Ramada Inn, Super 8

The following information is vital if a request for funds is to be considered. **Please include on a separate sheet with the proposal.**

1. Show the complete name of the project to be promoted, advertised or marketed.
2. Identify and provide information about the group or organization making the request, including name and phone number of the person in charge.
3. Describe the project and plans to promote, advertise or market it.
4. Provide an outline of the budget established for the event.
5. Detail what percentage of total amount budgeted is being requested from the Lodging Tax Board. Remember, the funds are for tourism for Logan County.
6. Advertising is to include the words **"Funds provided by www.ExploreSterling.com"**.
7. **Fifty percent or more** of the advertising funds used to promote the event must be spent to reach **outside of Logan County.**
8. Funds are not paid up front. A receipt or invoice for an expense must be presented, showing the actual amount spent before that money is released.
9. Receipts and invoices must be presented for payment **within 90 days of the completion of the event.**
10. The Lodging Tax Board requests a follow-up report after the event. If this is an event that will occur again, it is hoped that help from Lodging Tax funds in early years will help an event eventually become self-supporting.

Guidelines for Requesting Funds From the Logan County Lodging Tax Board

The Logan County Lodging Tax Board's funding and the use of its funds were established by Colorado House Bill 1476, and concern the promotion of tourism and its funding. This house bill was enacted by the General Assembly of the State of Colorado and later approved by the voters of Logan County. In general, "revenues collected from Logan County Lodging Tax (1.9% bed tax), shall be used only to advertise, market or promote tourism for Logan County"

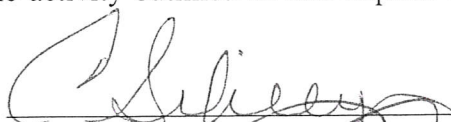
Funding for advertising, marketing or promoting an event intended to bring tourism to Logan County may be requested by completing the other side of this form, attaching additional information as requested below and submitting the entire request before the Lodging Tax Board at their next monthly meeting. Names of Board members, as well as the time and date of each monthly meeting, are available by inquiring at the Logan County Commissioners' Office (970-522-0888). Please provide **TWELVE copies** of the completed proposal (one for each Board member). The presentation of your event request, including time to answer questions from the Board, should be kept to a maximum of 10 minutes.


Requests may be submitted to a Board member prior to the next meeting and discussed as new business, without a personal presentation. However, this does not allow the opportunity for the Board to ask questions and it could be tabled for more information. The Board may consider and vote on a proposal at the same meeting. The Board may also review and discuss a new proposal at the meeting when it is submitted, then vote on it at the next meeting.

Requests approved by the Lodging Tax Board will then go to the County Commissioners for their approval at a regular open meeting. **If possible the person submitting the proposal should attend the County Commissioners' meeting.** Check with their office for time and date of the next Commissioners meeting. This will also be announced at the Lodging Tax Board meeting.

THIS PART OF FORM TO BE COMPLETED BY LODGING TAX BOARD

The Logan County Lodging Tax Board Requests approval from the County Commissioners in the amount of \$ 200⁰⁰ for the activity outlined in this request with the understanding that the funds will be used as described.

LCLTB Endorsement:  Date: 10/5/2020

LCLTB Treasurer's Endorsement  Date: 10/5/2020

Logan County Commissioners approve the amount of \$ _____

Commissioners Endorsement _____ Date: _____

Reimbursement forms must be obtained from the finance department at the Logan County Courthouse. For reimbursement, return **completed forms and receipts** within 90 days of completion of the event

THANK YOU!!

See Reverse Side

REVISED May 2016