

# Southern Colorado Economic Development District

Meeting Agenda

Board of Directors

ZOOM meeting

Wednesday, July 7, 2021

9:30 a.m. – Noon

1. Call to Order .....Chair Terry Hart
2. Introductions ..... Terry Hart
3. Minutes of the March 10, 2021 Board of Directors Meeting ..... Chair Hart
4. Financial reports..... Shauna Boyd/Jane Fraser
5. Engagement of auditor for 2020..... Eric Gubelman  
**Recommended Action: To engage MGPM for the 2020 audit on terms attached and to direct staff to prepare an RFP to screen auditors for the next year.**
6. **Housing: (1) Southeastern Plains Workforce Housing Project, and (2) Housing Consulting**

*Workforce housing*--Attached please find the following documents: (1) PowerPoint Presentation describing the project, which is a collaboration with SECED, six counties, and up to eight municipalities (2) Agreement between SCEDD and Prior & Associates to conduct and Affordable Ownership Needs Assessment (this is paid for by our CARES grant and SECED, and (3) Memorandum of Understanding prepared by SCEDD to govern relationship between SECED and participants. This Memorandum will be presented to taxing bodies in next few weeks.

*Housing Consulting*—As part of our efforts to be both relevant and sustainable, Michael has been working to develop a housing consultancy, using his experience and background. We are working on a DRAFT agreement between the City of Trinidad and SCEDD. We are in conversation with other communities in the region to provide similar services.

Michael will discuss the project and Eric will address the financial implications for SCEDD and the role of Workforce Housing Development and Housing Consulting in the viability of SCEDD as an organization.

**Recommended Action: Motion to ratify the actions of staff in connection with these projects and to proceed**

7. CEDS update..... Michael Yerman  
See attached.  
**Recommended Action: Motion to set two special meetings: (1) a special meeting of the SCEDD Board for Wednesday, August 18 at 10 a.m. via Zoom to review the draft of the**

**CEDS, and (2) to set a second special meeting for Wednesday, September 22 to approve the final draft of the CEDS following a mandatory 30 day public period.**

**8. Access to Capital consulting study.....Eric Gubelman**

A memorandum from CDFA proposing a feasibility study is attached. We have investigated three likely funding sources to pay for the study and are confident we can get 100 percent of the cost covered. Those sources include requests to OEDIT (\$20,000), CHAFA (\$30,000), and EDA (\$30,000). Depending upon whether EDA is involved will affect the timeline and procurement policies. EDA will take a bit longer and will require an RFQ to select consulting firm.

**Recommended action: Motion to direct staff to secure funding for an Access to Capital study and staff is authorized to proceed and select a vendor in compliance with grantor procurement policies.**

**9. Broadband: (1) Coordinator project and (2) Grants in process.....Eric Gubelman**

*Coordinator Project*--A one-page project summary is attached.

As part of our effort to be relevant and sustainable, SCEDD staff has staked out a role for SCEDD to lead, assist, and coordinate the deployment of broadband. It is a big lift and involves getting support from 14 governmental units and multiple funders. If successful we would have (1) three years of funding for 2.3 FTE devoted to broadband, (2) an action-oriented broadband implementation plan, (3) three years of support for a dedicated grant writer to assist the region, (4) Approximately \$800k in a pool of money to provide preliminary engineering studies, match to state grants, some federal match dollars, (5) the ability to return to taxing bodies for additional support once implementation plan is complete

*Grants in process*—In advance of resolution of broadband coordinator initiative, SCEDD has become the go to place to discuss broadband. Eric will brief you on three examples: (1) Water project from Pueblo to Lamar, (2) NTIA grant, and (3) pending CSU grant with EDA. We are also facing two large broadband opportunities that will be in our lap before the Coordinator position is fully operational.

We are meeting individually meeting with the counties to formally ask for 1.5 percent of their ARPA allocation and to not spend 10 percent of their allocation until we have a broadband implementation plan compete. Similar discussions are underway with the Pueblo Mayor and staff for a 1 percent ask there. This process will take at least through August and probably September.

This is a complicated process that involves 39 county commissioners, multiple ISPs, DOLA, Colorado Broadband Office, the philanthropic community, and multiple federal agencies. Aside from the sheer number of groups involved, there are questions about

autonomy (broadband czar or broadband coordinator?), regionalism vs. localism, fairness, technical issues, timing, and philosophical approaches.

The best time to have tackled this was five years; the second best time is now.

**Recommended Action: Motion to support SCEDD’s broadband coordinator project and authorize staff to proceed on assisting in grant assistance and administration.**

**10. Grants, Planning, and Engineering ..... Eric Gubelman**

The CEDS process is generating five years’ worth of work in projects, programs, and policies in the SCEDD region. If SCEDD is going to make a meaningful contribution to helping not just plan the work, but work the plan, we are going to need to beef up our capacity to assist. You are seeing this in Michael who is helping in both housing and planning. You will see it if broadband coordinator office is created, as the number two person there will have grant responsibilities, primarily in broadband, but perhaps elsewhere. The broadband funding package should have sufficient funds to support a grant writer for two to three years. As Michael’s workload outgrows his capacity, we will likely be looking for a junior level planner. In addition, we are having discussions with an engineering group to form an informal alliance to work with SCEDD on planning projects, so that we will be able to offer a one-stop shop for CEDS and municipal projects. This capacity will be vital for our more rural areas. In larger counties, we may have some specialized expertise that will be called upon (example: Housing consulting or workforce housing in Pueblo).

**Recommended Action: Motion that the board supports staff efforts to build capacity of the organization to assist stakeholders with grant, planning, and engineering services.**

**11. SBA Community Navigator Pilot Program ..... Eric Gubelman**

The City of Pueblo intends to apply for a two-year \$1 million grant from the SBA, the Community Navigator Pilot Program.

<https://www.sba.gov/partners/counselors/community-navigator-pilot-program>

The city has asked for SCEDD to serve as the “hub” of the program, which is intended “to provide high quality support and assistance with pandemic relief and recovery services to small businesses and entrepreneurs.” We would help plan the program and work with at least five “spokes” to provide these services. Working with the city would have the following beneficial effects: (1) SCEDD’s involvement would likely mean the resources being provided would be available to the broader SCEDD region rather than just the county; (2) SCEDD have an opportunity to work in collaboration with the city, which has traditionally not been a SCEDD stakeholder; and (3) Between providing services and serving as lead for the program, SCEDD would have available between \$300k and \$750k in additional resources for two years.

**Recommended action: Motion to authorize staff to work with City of Pueblo on this grant and to serve as “hub” if it is received from the SBA.**

**12. Social media report and Discussion of September 4 meeting ..... Miriam Neff**  
Attached is our social media report. Miriam has a proposal for creating a Pueblo-based event for the next regular meeting in September as a get-together for an in-person meeting.

**Action: At the board’s pleasure.**

**13. Other Business**

**14. Executive Session ..... Terry Hart**

Chair requests that the board meet in Executive Session to discuss an evaluation and compensation for the Executive Director, who had one-year anniversary with SCEDD on May 20.

**15. Return to regular session for compensation action ..... Terry Hart**

**Action: At the board’s pleasure**