



Southern Colorado Economic Development District
121 West City Center Drive, Suite 200, Room 200B
Pueblo CO 81003 • (719) 545-8680

DRAFT Minutes for SCEDD Board of Directors Meeting April 13, 2022

1. **Call to Order (10:02 am) Chair Terry Hart**
2. **Attendance:** Amanda Leck, Kim MacDonnell, Blaine Arbuthnot, Charles Bogle, Debbie Bell, Diana Armstrong, Carlton Croft, Nancy Bailey, Rob Obquist, Ron Cook, Terry Hart, Caroline Trani, Jane Frasier, Kevin Keilbach, Marisa Stoller
Attended by Proxy: Mary Jo Tesitor
Staff: Brent Frazee, Cheryl Sanchez, Eric Gubelman, Gilbert Armendariz, Jacqueline Armendariz, John Fulton, Leslie Mastroianni, Michael Yerman, Miriam Neff
3. **Approval of minutes for December 22, 2021 Chair Terry Hart**
Motion to approve: Blaine Arbuthnot; 2nd Jane Fraser; all approve
4. **Introduction of new Broadband Coordinator and status of EDA grantEric Gubelman**
Broadband Project Manager Gilbert Armendariz introduced to the board; all attending board and staff briefly introduced themselves. Miriam Neff will distribute Gilbert’s resume to all board for background. Gilbert will begin work on April 18.
5. **Southeastern Plains Workforce Housing report.....Michael Yerman**
No action required. See Michael’s report in board packet.
6. **SBA Navigator Report Jacqueline Armendariz**
No action required. See Jacqueline’s report in board packet.
7. **Congressional Directed Spending submittal report..... Leslie Mastroianni**
No action required. See spreadsheet accompanying distribution of Minutes for projects submitted by SCEDD. Marisa Stoller reported that 5 projects were submitted by City of Pueblo, and Rusty Granzella reported that 3 projects were submitted by Chaffee County.
8. **Planning and Technical Services project report.....Michael Yerman**
No action required. See Michael’s report in board packet.
9. **Grant writing and administration report Leslie Mastroianni**
No action required. See Leslie’s report in board packet.
10. **C DFA Access to Capital report Jacqueline Armendariz**
No action required. See Jacqueline’s report in board packet. Miriam Neff will send out invites to C DFA workshop sessions, along with the agenda for C DFA’s site visit.



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11. Member report for 2022Eric Gubelman

Las Animas County does not plan to rejoin SCEDD as a dues-paying member, yet they remain part of the EDA district. Board will need to discuss what our policy going forward is for non-dues paying members and the municipalities and non-profits within their border. By-laws currently provide for non-dues paying members to send non-voting members to the board. Staff regarded 2021 as a transition year and we may need to adjust policy.

Board Consensus: Terry Hart and Debbie Bell will work with SCEDD staff to reach out to Las Animas County. Both note strong working relationships with Las Animas County staff and elected officials.

12. Proposed fee schedule for grant research, writing and administration.....Eric Gubelman and Leslie Mastroianni

SCEDD dues have been set to provide funding for a single—person staff providing basic technical advice and meeting statutory requirements of the EDA. Services beyond that require a mix of grant funding (e.g. SBA Navigator), special county-wide dues (e.g. Broadband ARPA), or program fees (e.g. planning services). Attached is draft of what staff proposes for accessing grant services.

Terry and Eric plan to form an ad hoc committee made up of board members and staff to discuss options for long term sustainability. Under consideration are options to bring in municipalities and certain types of non-profit organizations as dues paying members.

Action—Motion to approve the proposed fee schedule for grant research, writing, and administration, with modification to double the proposed fees to non-members: Kevin Keilbach; 2nd Ron Cook; all approve

13. Other business

A. Eric and VenturePack have applied for Employee Retention Tax Credit of \$160,000

B. Bringing SCEDD’s financial reporting in line with standards is taking longer than anticipated. As reports become available, they will be forwarded to board for review and comment.

C. SCEDD acknowledges the significant fires burning in our Southeast Plains counties. If there is any assistance or signal lifting we can do, please don’t hesitate to let us know.

14. Adjourn

Motion to adjourn: Rusty Granzella; 2nd Debbie Bell; all approve at 12:08 pm