



2020 Willow Run, Suite 100 | Enid, OK 73703
P: 580 233 4232 | F: 580 242 5603 | TDD: 1 800 722 0353 or 711
www.growenid.com

ERDA Board of Directors Meeting
March 10, 2022
Minutes

Attendees: Sandra Robinett, Don Roberts, Kyle Williams, Dave Lamerton, Brian Henson, Martie Oyler, Rob Stallings, Jon Blankenship, Whitney Roberts, Dwight Hughes, Jerald Gilbert, Jason Turnbow, George Pankonin

Absent: Scott Athey, Scott Northcutt, Matt Parrish

Staff: Lisa Powell, Debbie Moore, Trent Misak

Public: Kat Jeanne, Todd Earl

Call to Order: The meeting was called to order at 10:00 am by Sandra Robinett, Chair.

Minutes: Minutes of the regular meeting held February 10, 2022 were presented for approval. Motion to approve by George Pankonin, seconded by Rob Stallings, passed unanimously.

Financials: Lisa Powell reviewed the financial reports as of January 31, 2022. Any questions from the board members were answered. Motion to approve the financials reports as presented by George Pankonin with second by Whitney Roberts passed unanimously.

Budget Request: Lisa Powell presented a budget forecast with projections through 2024 and explained ERDA has come to a place where we are operating in the red. It is apparent ERDA cannot continue at the current funding level from the city. Lisa is not requesting any action by the board today but would like their input as to what amount we should ask the city to budget for FY 22-23. A question as to how other EDO's are funded was asked. Lisa explained some have private funding to support programs (i.e., Tulsa Forward), some are city staff, others have a dedicated tax revenue from their city. There is also grant funding, but all funding varies widely among the different communities and organizations. The board verbalized support for a funding increase since the contracted amount has not changed in 13 years. Lisa emphasized that through the work we do, ERDA is a revenue generator and not an expense to the City of Enid. ERDA has received federal and state funds and applies for available funds whenever possible. Discussion concluded \$800,000 would be the requested amount when Lisa presents ERDA's request at the City Commissioner's meeting. No action taken.

CDBG Resolution: Lisa Powell shared the proposed CDBG resolution with the board and explained it is for the CDBG funds for the upcoming funding cycle of FY 22-23. ERDA has requested \$10,000 from CDBG with matching funds from ERDA in the past and this has successfully allowed us to give two \$10,000 grants the past 2 years. One of the purposes of providing the Microenterprise grants was to identify what the needs of Enid's small business are. This in turn may allow ERDA to provide additional services to these businesses. The CDBG committee has asked that we increase our request to \$18750



2020 Willow Run, Suite 100 | Enid, OK 73703
P: 580 233 4232 | F: 580 242 5603 | TDD: 1 800 722 0353 or 711
www.growenid.com

with matching funds from ERDA. This would allow ERDA to give 5 awards at \$7500 each in 2023. The resolution to be approved by the ERDA board goes with the application to CDBG. Motion to approve the resolution as presented by Dwight Hughes with second by Jason Turnbow was passed unanimously.

Nominating Process: Serving on ERDA's Nominating Committee are Martie Oyler, Sandra Robinett and Matt Parrish. There are 3 positions on the board to be filled for next fiscal year. Directors are elected by the ERDA membership at the Annual Membership Meeting/Quarterly Luncheon which is scheduled on April 14, 2022. Board members rolling off the board due to term limits will be Brian Henson and Scott Northcutt. Also, Martie Oyler and Scott Athey will roll off having served a full term but are eligible to serve another 3-year term. Additionally, there is a business member vacancy to be filled. Officers for the next fiscal year will be elected by the Directors at the June 9th board meeting and announced at the July 14th Quarterly Luncheon.

Microenterprise Grant Awards: Lisa Powell reminded the board that ERDA was awarded \$10,000 in CDBG funds and ERDA matches it with ERDA funds to award two \$10,000 grants to microenterprise businesses according to particular criteria and a scoring rubric. This would be any business with 5 or fewer FTE (including one who owns the business). Funds may be used for business expenses including operations or salaries and is a reimbursement program. ERDA works with the business to identify qualified use of funds and the business submits receipts for reimbursement. Winners this year are 1) Preston's Cycle and 2) EH Metal. Preston's Cycle plans to use the funds towards a much-needed new roof at their 1314 N. Grand location. EH Metal, a woman-owned business, plans to purchase inventory and new equipment that would increase capability and/or capacity and could potentially require hiring a new employee due to business growth.

Work In Enid Award: Lisa Powell announced the Work in Enid Award program will be introduced at our April 14th quarterly luncheon. The award is intended to help recipients pay down college/secondary school debt within certain criteria that includes residency requirements in Enid. ERDA has partnered with the Cherokee Strip Community Foundation (CSCF) and a committee was formed to determine the criteria for eligibility and the application process. Awardees would receive up to \$10,000 paid to the creditor at \$1,000 a quarter over 2-½ years. The foundation has set aside \$45,000 as seed money to begin the program. Lisa asked the ERDA board to consider giving \$20,000 to go towards this effort. This would bring the total available funds to \$65,000 and the funds are managed by CSCF. Motion to spend \$20,000 in support of the Work in Enid Award by Don Roberts with second by Dave Lamerton passed unanimously.

Executive Director Report:

- The GCIA Industrial Park Venture Road ribbon cutting last week was well attended and went well. The road being open should increase interest in the park.
- Sales Tax receipts continue to increase in Enid.
- April 14th is the date for ERDA's next quarterly luncheon. The focus is on Talent Attraction/Workforce Development.



2020 Willow Run, Suite 100 | Enid, OK 73703
P: 580 233 4232 | F: 580 242 5603 | TDD: 1 800 722 0353 or 711
www.growenid.com

Public Discussion: None

Recess to Convene into Executive Session: Motion to recess to convene into executive session by Dave Lamerton was seconded by George Pankonin and passed unanimously.

Reconvene into regular session: Motion to reconvene into regular session by Don Roberts with second by Dave Lamerton was unanimously approved.

Action from Executive Session: Note there is a quorum for the following action although George Pankonin and Jon Blankenship (non-voting) have left the meeting to attend another function.

Grow Enid Loan: Motion to continue the participation loan with Stride Bank and Enid Brewing Company at the current level of \$35,000 made by Don Roberts with second by Whitney Roberts passed unanimously.

Equipment Program: Motion by Kyle Williams to allocate the budgeted \$40,000 for the existing Equipment Program to support 8 microenterprise applicants requesting funds for equipment with 50% of the cost of their desired business equipment purchase as noted on their microenterprise applications. Second by Brian Whitson. Motion passed unanimously by the remaining board members as listed: Sandra Robinett, Don Roberts, Kyle Williams, Dave Lamerton, Brian Henson, Martie Oyler, Rob Stallings, Dwight Hughes, Jason Turnbow. Whitney Roberts abstained.

Adjourn: Motion to adjourn by Don Roberts with second by Jason Turnbow passed unanimously. Meeting was adjourned at 11:30 a.m.

Respectfully submitted by:

A handwritten signature in blue ink that reads "Debbie Moore".

Debbie Moore, Staff

A handwritten signature in blue ink that reads "Sandra Robinett".

Sandra Robinett, Chairwoman of the Board