



CITY CLERK'S OFFICE
Agenda DATE 1/22/16 TIME 1:57 pm
SERVED BY Jessica Sandoval
RECEIVED BY [Signature]

ECONOMIC DEVELOPMENT REVIEW SUB-COMMITTEE

**Market Station
500 Market Street, Suite 200**

**Box Car Conference Room
Thursday, January 28, 2016
3:00 pm**

AMENDED

- I. PROCEDURES
 - A. Roll Call
 - B. Approval of Minutes
 - a. October 26, 2015
 - C. Approval of Agenda
- II. REPORTS (none)
- III. UNFINISHED BUSINESS (none)
- IV. NEW BUSINESS
 - A. Request for approval of Professional Services Agreement – Regional Development Corporation - (Kate Noble).
 - B. Request for approval of Professional Services Agreement – Lindsey Harder – (Kate Noble)
 - C. Request for approval of Professional Services Agreement – Inspire Santa Fe – (Zack Quintero)
- V. INFORMATIONAL ITEMS
- VI. ITEMS FROM THE COMMITTEE
- VII. ITEMS FROM STAFF
- VIII. NEXT MEETING DATE – Meet as needed
- IX. ADJOURN

Persons with disabilities in need of accommodations, contact the City Clerk's Office at 955-6520, five (5) working days prior to meeting date.



Agenda

DATE 1/21/16 TIME 8:29am
PREPARED BY Jessica Sandoval
RECEIVED BY [Signature]

ECONOMIC DEVELOPMENT REVIEW SUB-COMMITTEE

Market Station

500 Market Street, Suite 200

Box Car Conference Room

Thursday, January 28, 2016

3:00 pm

- I. PROCEDURES
 - A. Roll Call
 - B. Approval of Minutes
 - a. October 26, 2015
 - C. Approval of Agenda
- II. REPORTS (none)
- III. UNFINISHED BUSINESS (none)
- IV. NEW BUSINESS
 - A. Request for approval of Professional Services Agreement – Regional Development Corporation - (Kate Noble).
 - B. Request for approval of Professional Services Agreement – Inspire Santa Fe – (Zack Quintero)
- V. INFORMATIONAL ITEMS
- VI. ITEMS FROM THE COMMITTEE
- VII. ITEMS FROM STAFF
- VIII. NEXT MEETING DATE – Meet as needed
- IX. ADJOURN

Persons with disabilities in need of accommodations, contact the City Clerk's office at 955-6520, five (5) working days prior to meeting date.

**SUMMARY OF ACTION
 ECONOMIC DEVELOPMENT REVIEW SUBCOMMITTEE
 Market Station, 500 Market Street, Suite 200
 Box Car Conference Room
 Thursday, January 28, 2016, 3:00 pm**

<u>ITEM</u>	<u>ACTION</u>	<u>PAGE</u>
CALL TO ORDER		1
ROLL CALL	QUORUM	1
APPROVAL OF MINUTES October 26, 2015	POSTPONED	1
APPROVAL OF AGENDA	APPROVED	1
REPORTS	NONE	1
UNFINISHED BUSINESS	NONE	2
 <u>NEW BUSINESS</u>		
REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT - REGIONAL DEVELOPMENT CORPORATION	APPROVED	2
REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT - LINDSEY HARDER	APPROVED	2-3
REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT - INSPIRE SANTA FE	APPROVED	3-5
INFORMATIONAL ITEMS	INFORMATION/DISCUSSION	5
ITEMS FROM THE COMMITTEE	NONE	5

ITEMS FROM STAFF	NONE	5
NEXT MEETING DATE	AS NEEDED	5
ADJOURN	ADJOURNED	6

ECONOMIC DEVELOPMENT REVIEW SUBCOMMITTEE

Market Station, 500 Market Street, Suite 200

Box Car Conference Room

Thursday, January 28, 2016, 3:00 pm

A. CALL TO ORDER

The meeting of the Economic Development Review Subcommittee was called to order by Chair Simon Brackley at 3:00 pm, on Thursday, January 28, 2016, at Market Station, 500 Market Street, Suite 200, Santa Fe, New Mexico.

B. ROLL CALL

MEMBERS PRESENT

Simon Brackley, Chair
Kathy Keith, Vice Chair
Damien Taggart

MEMBERS ABSENT

Cervantes "Buddy" Roybal
Lisa Alejandro

OTHERS PRESENT

Kate Noble, Economic Development
Zack Quintero, Economic Development
Elizabeth Martin, Stenographer

C. APPROVAL OF MINUTES

October 26, 2015

Delayed to the next meeting.

D. APPROVAL OF AGENDA

MOTION A motion was made by Ms. Keith, seconded by Mr. Taggart, to approve the agenda as presented.

VOTE The motion passed unanimously by voice vote.

E. REPORTS

None

F. UNFINISHED BUSINESS

None

G. NEW BUSINESS

1. REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT - REGIONAL DEVELOPMENT CORPORATION

Ms. Noble said all three of these items are budgeted in this fiscal year. We are on track to underspend the budget for this fiscal year although that may change. This a contribution to the Venture Fund. We have an update that they did get the funding commitment of \$90,000 from Los Alamos Labs. The Manufacturing Extension Partnership is in for \$25,000, SF County is pending and Los Alamos County is in for \$25,000 and some administration costs. EDA has also given them a grant to fund administration. City money would be administered through the VAF process. The amount is \$40,000. That money is to be given to Santa Fe companies. The City reserves the right to overrule decisions made regarding the \$40,000. The staff that administers the VAF came to the city looking for regional collaboration and since Santa Fe is the metro area, all the deals left on the table are growing Santa Fe companies who could use the money. We contributed in 2014 but there was some uncertainty in 2015 and no contribution was made. Now in 2016 they are in a better position.

Chair Brackley referred to the information in the packet and the number of businesses funded previously. He said Kathy is very familiar with this program.

Mr. Taggart said this is a good program. His company applied a few years ago. They did not get it but it was an interesting process.

Chair Brackley said he consistently hears good things about this and if follow up reports to the Department are good, there are no concerns.

MOTION A motion was made by Mr. Taggart, seconded by Ms. Keith, to approve this request.

VOTE The motion passed unanimously by voice vote.

2. REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT - LINDSEY HARDER

Ms. Noble said this is MIX Santa Fe. She thinks all of you are all familiar with this. The budgeted amount from City Economic Development is \$30,000. That is 40% down from two years ago. We are trying to get them to be leaner and meaner than they used

to be. Basically the money goes to staff to support the functions of the organization such as business competitions and mixer events. Lindsey performs very well and has proved to be very adept at community relationships.

Chair Brackley said he has worked with her and she is very passionate and cares about what she does.

Ms. Keith asked does the \$10,000 cover all the events for the year.

Ms. Noble said it is an inexact science. It covers the calendar year 2016.

Mr. Taggart asked is this on top of their budget.

Ms. Noble said it is included in their budget. The money will extend into the next fiscal year.

MOTION A motion was made by Ms. Keith, seconded by Mr. Taggart, to approve the request.

VOTE The motion passed unanimously by voice vote.

3. REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT - INSPIRE SANTA FE

Mr. Quintero said the memo and contract are in front of you with Siete Del Norte for a mentorship program in Santa Fe. It is \$30,000 to push out the program and provide eighty mentorships from five participating schools. They will be connecting to students and documenting to the City as to their success and giving a recommendation about a citywide mentorship program. This was a model from the Monte Del Sol Charter School to reach out to disconnected youth.

Chair Brackley asked is this the first time this has been done.

Mr. Quintero said we funded their initial start up for them last year with an amount of \$30,000.

Ms. Noble said last summer, 2014, we did a small contract for a feasibility study then brought forward a \$35,000 contract for the 2014/15 school year. This is the second time this Committee has seen a contract for Inspire. We had to re-procure this as a sole source and it was approved.

Chair Brackley said he is very supportive of mentorship programs but he is not sure the community is aware of the program or the difference they make. He would like

to see the Governing Body take credit for something they are funding. They took a risk and they are not receiving the kudos they perhaps deserve. It says media coverage in this and he really wants that to happen. They need to work with the City's communication Department. This should have more attention.

Mr. Quintero said last time they had their festival the Mayor attended and spoke. Those events are a great opportunity.

Ms. Noble said that one as at the Farmers Market.

Mr. Quintero said their kick off was at Monte Del Sol. There could be a redoubling of efforts. They plan to, within the next month, have a festival to recap their progress over the last few months and how they can expand.

Chair Brackley said bring students. They are really compelling. Anything we can do as a Chamber to get the word out please let us know.

Mr. Taggart asked can you talk about what the business unit and line item are referring to.

Ms. Noble said that is more for the City format and function. It is in essence the Economic Development Fund.

Ms. Keith said the contract is fairly broad. We are asking them to report on socio-economic patterns and collaborations with participating schools and agencies, but we are not specific about certain pockets in our community that really need that service. Could you be more specific. Make sure we are outreaching to those who really need services.

Mr. Quintero said that is a conversation that we can have with them going forward in this contract. They will be reporting the area of the community they come from and details about them. There are 2,600 disconnected youth in Santa Fe.

Ms. Keith said if we are looking at disconnected youth we have pockets of them in Santa Fe and we need to make sure we are reaching those.

Ms. Noble said in the previous contract there was an effort to work with kids on the verge of dropping out. It did not work particularly well because of the timing and efforts to expand the program. The five at large was the idea to try to find some of those. We are trying to get kids that don't already have connections into the mentorship program.

Chair Brackley said is there any connection to the needs of the community, such as working to get young people into the healthcare industry for instance.

Mr. Quintero said they find a mentor to work with a kid with similar interests and connections.

Chair Brackley said you might ask them that question regarding the reality of the job search.

Ms. Noble said the model is completely driven by the student and what they are passionate about. Work force readiness.

Chair Brackley said so they do talk about interview skills and communication skills.

Ms. Noble said yes, it is a semester long big project.

MOTION A motion was made by Mr. Keith, seconded by Mr. Taggart, to approve this request.

VOTE The motion passed unanimously by voice vote.

Chair Brackley said our recommendations will go on to BQL on February 10th.

H. INFORMATIONAL ITEMS

Ms. Keith asked are you going to do the program again this summer to get interns placed.

Mr. Quintero said yes we are.

I. ITEMS FROM THE COMMITTEE

None

J. ITEMS FROM STAFF

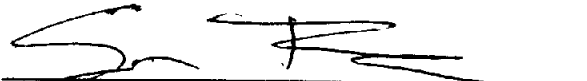
None

K. NEXT MEETING DATE


As needed.

L. ADJOURN

The meeting adjourned at 3:40 pm



Simon Brackley, Chair



Elizabeth Martin, Stenographer