



Agenda DATE 2/17/17 TIME 9:00 AM
SERVED BY Fabian Trujillo
RECEIVED BY Melanie Byers

**Economic Development Review
Sub-Committee**

**Market Station at the Railyard
500 Market Station, Suite 200**

**Box Car Conference Room
Thursday, February 23, 2017
9:30 AM**

- I. PROCEDURES
 - A. Roll Call
 - B. Approval of Minutes – September 6, 2016
 - C. Approval of Agenda

- II. ACTION ITEMS
 - A. Request for approval of an ordinance amending Section 6-17, membership of the City Business and Quality of Life Advisory Committee to change the name to the Economic Development Advisory Committee, to remove one of the governing body; removing the requirement for governing body review of the work of the advisory committee; and amending the membership of the Economic Development Review Sub-Committee to add a member of the governing body and remove one appointed member (Councilors Harris, Lindell And Ives) (Fabian Trujillo)

- III. INFORMATIONAL ITEMS (None)

- IV. REPORTS (none)

- V. ITEMS FROM THE COMMITTEE

- VI. ITEMS FROM STAFF

- VII. NEXT MEETING DATE – **Meet as needed**

Persons with disabilities in need of accommodation, 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 AT THE RAILYARD, BOX CAR CONFERENCE ROOM
 500 MARKET STATION, SUITE 2
 THURSDAY, FEBRUARY 23, 2017, 9:30 AM**

<u>ITEM</u>	<u>ACTION</u>	<u>PAGE</u>
CALL TO ORDER		1
ROLL CALL	QUORUM	1
APPROVAL OF MINUTES	APPROVED	1
APPROVAL OF AGENDA	APPROVED	2
 <u>ACTION ITEMS</u>		
REQUEST FOR APPROVAL OF AN ORDINANCE AMENDING SECTION 6-17, MEMBERSHIP OF THE CITY BUSINESS AND QUALITY OF LIFE ADVISORY COMMITTEE TO CHANGE THE NAME TO THE ECONOMIC DEVELOPMENT ADVISORY COMMITTEE, TO REMOVE ONE OF THE GOVERNING BODY; REMOVING THE REQUIREMENT FOR GOVERNING BODY REVIEW OF THE WORK OF THE ADVISORY COMMITTEE; AND AMENDING THE MEMBERSHIP OF THE ECONOMIC DEVELOPMENT REVIEW SUBCOMMITTEE TO ADD A MEMBER OF THE GOVERNING BODY AND REMOVE ONE APPOINTED MEMBER.	APPROVED	2-6
 INFORMATIONAL ITEMS	 NONE	 7

REPORTS	NONE	7
ITEMS FROM THE COMMITTEE	NONE	7
ITEMS FROM STAFF	INFORMATION/DISCUSSION	7-8
NEXT MEETING DATE	AS NEEDED	8
ADJOURNMENT	ADJOURNED	8

**ECONOMIC DEVELOPMENT REVIEW SUBCOMMITTEE
MARKET STATION AT THE RAILYARD, BOX CAR CONFERENCE ROOM
500 MARKET STATION, SUITE 2
THURSDAY, FEBRUARY 23, 2017, 9:30 AM**

I. CALL TO ORDER

The meeting of the Economic Development Review Subcommittee was called to order at 9:30 am by Simon Brackley, Chair, on Thursday, February 23, 2017, at the Market Station at the Railyard, Box Car Conference Room. 500 Market Station, Suite 2, Santa Fe, New Mexico.

2. ROLL CALL

MEMBERS PRESENT

Simon Brackley, Chair
Kathy Keith, Vice Chair
Lisa Alejandro
Cervantes "Buddy" Roybal
Damon Taggart

MEMBERS ABSENT

OTHERS PRESENT

Councilor Michael Harris
Alexandra Ladd, Director, City of Santa Fe Economic Development
Fabian Trujillo, City of Santa Fe Economic Development
Elizabeth Martin, Stenographer

3. APPROVAL OF MINUTES

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

VOTE The motion passed unanimously by voice vote.

4. APPROVAL OF AGENDA

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

VOTE The motion passed unanimously by voice vote.

5. ACTION ITEMS

- A. REQUEST FOR APPROVAL OF AN ORDINANCE AMENDING SECTION 6-17, MEMBERSHIP OF THE CITY BUSINESS AND QUALITY OF LIFE ADVISORY COMMITTEE TO CHANGE THE NAME TO THE ECONOMIC DEVELOPMENT ADVISORY COMMITTEE, TO REMOVE ONE OF THE GOVERNING BODY; REMOVING THE REQUIREMENT FOR GOVERNING BODY REVIEW OF THE WORK OF THE ADVISORY COMMITTEE; AND AMENDING THE MEMBERSHIP OF THE ECONOMIC DEVELOPMENT REVIEW SUBCOMMITTEE TO ADD A MEMBER OF THE GOVERNING BODY AND REMOVE ONE APPOINTED MEMBER.**

Councilor Harris presented his proposed Ordinance which was included in the packet. He feels that the City Business and Quality of Life Advisory Committee needs only one member of Governing Body and that then need a name change. He reviewed the Ordinance. There are many committees that City Councillors are part of but for instance, the Airport Advisory Board, Public Safety and the Library Committee have not seen a Councilor for awhile. The name CBQL dilutes the responsibility of the Committee for it's core mission of economic development. Also in his proposal is a name change for this Committee and that the Councilor members of both will serve as Chair.

Mr. Roybal said he commends the Councilor for shifting the focus of CBQL back to economic development. That is a good thing based on all his years of being on that Committee.

Councilor Harris said we are also looking at all the terms. The terms on everyone need to be updated.

Councilor Harris said we want to encourage ideas and input from the Committees and not act in a top down manner. The members have a lot to offer.

Mr. Roybal said we have great people on CBQL. We all have something to offer.

Councilor Harris said Simon has been very helpful. He suggested an overall Committee and meeting. He also said that midday meetings are hard for business people to attend. We would like to get the structure in place reviewing the credentials of the people there, getting a full house and getting organized and see if we want to

change the time. He and Fabian talked and he had a very good proposal.

Mr. Trujillo said after reviewing this he noticed there are 3 core missions in our implementation, Workforce Development, sites and infrastructure and economic development. He suggested that the Ordinance be changes to allow someone from work force development to serve on the Committee. That would add one person to CBQL but the membership will be reduced if this Ordinance passes from 12 to 10.

Chair Brackely said so with approval from us this proposal will go to CBQL and then to the committee process.

Councilor Harris said yes it is an Ordinance.

Mr. Trujillo said there also has to be a public hearing because it is an Ordinance.

Mr. Brackely said regarding the timing of the meeting there issue of not having a quorum has been difficult. He thinks it is because it is at 11:00 am. Early morning or late afternoon would be better for people. He would like to propose looking at that time.

Mr. Taggart said he appreciate you Councilor Harris' efforts to tighten up the CBQL. The Committee needs energy to get it going again. He was on it for 2 ½ years and he sees this as a natural progression. Some aspects did fall into the quality of life banner and that may get lost but that is a good shift. All the committees have the charge to support the quality of life in Santa Fe. He wants to go on record as supporting this.

Mr. Roybal said there seems to be an overlap with CBQL and this Committee.

Chair Harris said he wondered if we would not just drop this subcommittee. He was not clear and it did not click for him what this Committee had done. According to Simon there have been occasions where a lot of work had to be done in terms of applications. He thought that would be unyielding to do through CBQL. Councilor Lindell also understood the value of the Subcommittee.

Mr. Roybal said he is not questioning the value but some things that come through here get duplicated. He is on both committees.

Councilor Harris said the way he sees it is that this has 2 responsibilities. We need to make sure we focus on the responsibilities.

Chair Brackley said and meet as necessary, not regularly.

Councilor Harris said he read the minutes of the last meeting of this Subcommittee. Fabian reported that he was working on the update. Is that a topic that should be addressed at Subcommittee level or just in the full Body. It goes beyond the

scope. It may be more appropriate to just leave that within the Economic Development Advisory Committee and just make members of this Subcommittee aware of it. There may be a few other instances. This is a rolling up of the sleeves working Committee.

Ms. Keith said there is another thing that we have not really done on a regular basis. We don't know the scope of the entire budget so often we get a project put before us and we don't know the whole picture. We would be better at making decisions and giving recommendations if we knew what the City was doing as a whole. Maybe we could get a review once a year.

Councilor Harris said that is staffs responsibility to give you the context. That should be on going.

Chair Brackley said you are going into the budget process now. Is this not the appropriate time to start thinking about that.

Councilor Harris said he agrees wholeheartedly. The best way to do it is to let Fabian and Alexandra think about that and come back to you with an update.

Ms. Ladd said she can put the budget discussion into a time line. Staff has entered in the numbers we think we will move forward with. Across the board all of those contracts will continue for another year of funding with maybe one exception. They are in the Economic Development Plan. We will meet at the first week of March with the Finance Director and the City Manager to work through the numbers and make sure everyone is on board. This budget reflects a slight reduction in each contract. There are 12 of them.

Chair Brackley asked and they are all going to be renewed.

Ms. Ladd said 10 of them. We don't have enough data at this point for a couple of those projects, however, we have not seen as much from those as we should have.

Chair Brackley asked so the middle of March.

Ms. Ladd said the Finance Committee will finish their hearings at the end of March. Then it is approved by the Governing Body. We will have a better handle on which ones to renew at that time. Then those contracts will go back through the committee process for renewal.

Chair Brackley said the Governing Body has a lot of pressure on then as to what to spend money on and we need to advocate for Economic Development.

Ms. Ladd said that is a good point. Most of the money for contracts comes out of the general fund so they are more vulnerable. We are being conservative.

Ms. Alejandro said this is really interesting. She is an outsider and new to this. It has always been mysterious to her as to what CBQL was and ambiguous to her what the mission was. It seemed very broad. It seems to her that this is a very smart thing to do to hone that focus more. It would help the members as well. She likes this Committee because our mission is clear. If that is not as clear on CBQL side then it is challenging for the members to take on the task.

Mr. Roybal asked as far as the members appointed is it strictly a Mayor's appointment.

Mr. Trujillo said people appointed are at the discretion of the Mayor. There are a lot of ways that the Mayor gets the names, directly, through councilors and advertising in newspaper asking people who are willing to serve that they send in their requests and resumes. Staff and Councilors weigh in on the possibilities and we submit a list to the Mayor. He makes the final decision usually in consultation with the Committee Chair and the Governing Body. He been staffing this Committee for 8 or 10 years now.

Mr. Roybal said he has been on CBQL forever and on this one 3 or 4 years. It seems his term is never up.

Chair Brackley said it says this committee does not term out.

Councilor Harris said there are terms that have expired quite some time ago. We have not really followed what we should. An example is we are to have 2 members from the CBQL on this body. We have one with Buddy. We need to get back to our mission. He submitted to Rob Carter a man for membership on PARC. Mr. Carter submitted him to the Mayor and he was approved last night at Council.

Councilor Harris said it seems like it would be useful to get more information to this Subcommittee, in response to Ms. Ladd comments. He is on Finance. He thinks it would be good and useful for the Finance Committee to have a discussion about what Ms. Ladd is proposing at the subcommittee level. He suggests there be another meeting.

Ms. Ladd said to clarify, when we were budgeting we looked at what would be the maximum funding because it is easier to go down. We also budgeted and organized by topics.

Councilor Harris said he and Councilor Villarreal will be much more knowledgeable this time. Last year we were sworn in and thrown in with zero training.

Chair Brackley said it sounds like you are ready to present some context and how staff is funded. That would be useful.

Councilor Harris asked do you get the quarterly report of how our City is doing.

Chair Brackley said no, is that something he should look forward to.

Councilor Harris said if you want context that is a great way to get it. We have a good Financial Department. Adam is now Finance Director and he has a couple of new people who have a lot of credentials. We are getting good information. He would be more than happy to send to you the report or Fabian can direct it out to Committee members.

Chair Brackley said it would be helpful.

Councilor Harris said the City of Santa Fe is a major commercial enterprise at a certain level. To really understand what is going on and how economic development fits into it and to have better information would be great. He asked Fabian to forward the last report to all members.

Chair Brackley said there is a new group that formed, the Southside Development Committee, who had a meeting last week. It is the center piece for development in that area. There is lots going on. The chamber is providing the space for this group to meet and he is quite involved. There is a lot of economic development going on in this community. Economic Development is ticking upwards. Career opportunities are ticking upwards as well. He is encouraged. There is an interesting diversity.

Councilor Harris asked would you put me on the distribution list for that organization. It is nice that there is going to be an organized forum for that.

Mr. Trujillo said he would like to be on that as well.

Chair Brackley said Lisa Martinez is representing the City on that. She lives in District 4.

Mr. Roybal asked do we need to amend one section of this proposed Ordinance.

Chair Brackley said we need to add that a Workforce Development representative will serve on the Economic Development Advisory Board.

MOTION A motion was made by Mr. Roybal, seconded by Ms. Alejandro, to recommend approval of the proposed Ordinance as amended.

VOTE The motion passed unanimously by voice vote.

Councilor Harris said thank you. This was a good discussion.

6. INFORMATIONAL ITEMS

None

7. REPORTS

None

8. ITEMS FROM THE COMMITTEE

None

9. ITEMS FROM STAFF

Mr. Trujillo said we are completing the Economic Development Plan and Resolution and code analysis. It will be reviewed at the March 8th CBQL meeting. He would like to ask this Committee to attend that meeting if you could. He is going to send the members a copy of that packet when it is complete. We are getting ready to present their findings and recommendations. Again, the meeting is on March 8th at 11:00 am.

Chair Brackley asked what code it that.

Mr. Trujillo said chapter 11-11 chapter 11-14 chapter of the Economic Development code. We reviewed other parts of it that relate to it as well. This is the process of how economic development projects get approved. We were asked to review this and give recommendations. That has been done and it at Legal now for their review. It had not been reviewed since 2008. Since then we changed the IRB process and other items. There have also been Statute changes for the State. There are changes proposed at the Legislature this year as well. One of the things he can say is we would like to recommend giving the Governing Body a tool to waive impact fees when they are considering a project. Right now they are not allowed to be waived and have to be paid out of the Economic Development Fund. This will give them another tool. It also keeps the Economic Development Fund from being depleted. They will be outlined in detail and will be sent to you in advance so you can look at them before the meeting. We will bring up other recommendations as well.

Chair Brackley asked will this formalize what Councilor Maestas talked about at our last meeting.

Mr. Trujillo said yes.

Chair Brackley said the sooner you can get that out to this group the better so we

can give input.

Mr. Trujillo said we will send it out around March 1st or 2nd.

Councilor Harris said a little over a month ago he read an article in the Albuquerque Journal that the City of Rio Rancho was lowering their impact fees to be comparable to Albuquerque. He took it to Kathryn Mortimer to add in the Santa Fe numbers. He has not heard back from her. Will you Fabian check with her about that information. Maybe it could be an attachment to your presentation. He introduced an Ordinance last night to update our building codes. We are still operating under 2009 codes. He is going to see if he can get support for that.

Chair Brackley asked is your comparison to determine how competitive we are.

Councilor Harris said yes, informational. He believes in a discipline of numbers. Personally. He tries to represent that it is important.


10. NEXT MEETING DATE

As needed.

11. ADJOURNMENT

The meeting adjourned at 10:30 am.


Simon Brackley, Chair


Elizabeth Martin, Stenographer