



# **Economic Development Advisory Committee**

**December 13, 2017**



# Agenda

CITY CLERK'S OFFICE

DATE 12/5/17 TIME 7:59

SERVED BY Fabian Trujillo

RECEIVED BY [Signature]

## Economic Development Advisory Committee

Market Station at the Railyard  
500 Market Station, Suite 200

Wednesday, December 13, 2017  
11:00 AM – 1:00 PM

I. PROCEDURES

- A. Roll Call
- B. Approval of Minutes
  - 1. November 8, 2017
- C. Approval of Agenda
- D. Approval of Consent Agenda

III. CONSENT AGENDA (None)

V. ACTION ITEMS

- A. Request for approval of an Ordinance Relating to the City of Santa Fe Economic Development Plan Ordinance, Article 11-11 SFCC 1987; Approving and Adopting a Local Economic Development Project Participation Agreement between the City of Santa Fe and Descartes Labs, Inc. for design, development and construction of tenant improvements; and lease payments for expansion of a new world headquarters facility, a Local Economic Development Project. (Mayor Gonzales and Councilors Lindell and Ives) (Fabian Trujillo)

Committee Review

Economic Development Review Subcommittee	11/27/17
Finance Committee	12/04/17
Economic Development Advisory Committee	12/13/17
City Council (request to publish)	12/13/17
City Council (public hearing)	1/10/18

Fiscal Impact: \$100,000 from the City Economic Development Fund



# Agenda

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VI. INFORMATIONAL ITEMS

- A. Economic Development discussion on definitions, population goals and performance goals – Matt Brown
- B. Economic Development Fund Update – Matt Brown

VII. ITEMS FROM THE COMMITTEE

VIII. ITEMS FROM STAFF

IX. ITEMS FROM THE CHAIR

X. ITEMS FROM THE PUBLIC

XI. NEXT MEETING DATE – **January 10, 2018**

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

# Minutes

**SUMMARY OF ACTION  
ECONOMIC DEVELOPMENT ADVISORY COMMITTEE  
MARKET STATION AT THE RAILYARD  
500 MARKET STATION, SUITE 200, CABOOSE CONFERENCE ROOM  
WEDNESDAY, NOVEMBER 8, 2017, 11:00 AM**

<b><u>ITEM</u></b>	<b><u>ACTION</u></b>	<b><u>PAGE</u></b>
<b>CALL TO ORDER</b>		<b>1</b>
<b>ROLL CALL</b>	<b>QUORUM</b>	<b>1</b>
<b>APPROVAL OF MINUTES OCTOBER 18, 2017</b>	<b>APPROVED</b>	<b>1-2</b>
<b>APPROVAL OF AGENDA</b>	<b>APPROVED</b>	<b>2</b>
<b>CONSENT AGENDA</b>	<b>NONE</b>	<b>2</b>
<b><u>ACTION ITEMS</u></b>		
<b>REQUEST FOR APPROVAL OF AN ORDINANCE RELATING TO THE ECONOMIC DEVELOPMENT PLAN, SECTION 11-11 sfcc 1087; AMENDING AND ADDING DEFINITIONS; SPECIFYING FEES ELIGIBLE FOR WAIVER; AMENDING STAFF REPORTING GUIDELINES; AMENDING THE APPLICATION REVIEW CRITERIA TO SIMPLIFY GUIDELINES; AMENDING EXHIBIT A OF SECTION 22 TO PERMIT THE WAIVER OF UEC FEES; AND MAKING OTHER SUCH CHANGES AS NECESSARY.</b>	<b>APPROVED</b>	<b>2-4</b>
<b><u>INFORMATIONAL ITEMS</u></b>		
<b>ECONOMIC DEVELOPMENT DISCUSSION ON DEFINITIONS, POPULATION GOALS AND</b>	<b>POSTPONED</b>	<b>4</b>

## **PERFORMANCE GOALS**

<b>ITEMS FROM THE COMMITTEE</b>	<b>INFORMATION/DISCUSSION</b>	<b>4-10</b>
<b>ITEMS FROM STAFF</b>	<b>NONE</b>	<b>10</b>
<b>ITEMS FROM THE CHAIR</b>	<b>NONE</b>	<b>10</b>
<b>ITEMS FROM THE PUBLIC</b>	<b>INFORMATION/DISCUSSION</b>	<b>10</b>
<b>NEXT MEETING DATE</b>	<b>DECEMBER 13, 2017</b>	<b>10</b>
<b>ADJOURN</b>	<b>ADJOURNED</b>	<b>10</b>

**ECONOMIC DEVELOPMENT ADVISORY COMMITTEE  
MARKET STATION AT THE RAILYARD  
500 MARKET STATION, SUITE 200  
WEDNESDAY, NOVEMBER 8, 2017, 11:00 AM**

**1. CALL TO ORDER**

The meeting of the Economic Development Advisory Committee was called to order by Councilor Michael Harris at 11:00 am, on Wednesday, November 8, 2017, at Market Station at the Railyard, 500 Market Station, Suite 200, Santa Fe, New Mexico.

**2. ROLL CALL**

**MEMBERS PRESENT**

Councilor Michael Harris, Chair  
Holly Bradshaw-Eakes, Vice Chair  
John Feins  
Chuck Higgins  
Kate Kennedy  
Doug Orr  
Helen Brooks  
(Vacancy)

**MEMBERS ABSENT**

Dr. Camilla Bustamante, Excused  
Kim Kelly, Excused

**OTHERS PRESENT**

Matt Brown, Economic Development Director, City of Santa Fe  
Fabian Trujillo, Economic Development, City of Santa Fe  
Marie Longserre, Santa Fe Business Incubator  
Jessie Gullien, City of Santa Fe, Legislative Liaison  
Teresa Gheen, City of Santa Fe, Office of the City Attorney  
Elizabeth Martin, Stenographer

**3. APPROVAL OF MINUTES  
OCTOBER 18, 2017**

**MOTION** A motion was made by Mr. Feins, seconded by Mr. Orr, to approve the minutes as presented.

**VOTE**        The motion passed unanimously by voice vote.

**4.      APPROVAL OF AGENDA**

Mr. Trujillo said he would like to postpone item 7A until the next meeting.

**MOTION**     A motion was made by Mr. Fiens, seconded by Ms. Brooks, to approve the agenda as amended.

**VOTE**        The motion was approved unanimously by voice vote.

**5.      CONSENT AGENDA**

None

**6.      ACTION ITEMS**

- A.      REQUEST FOR APPROVAL OF AN ORDINANCE RELATING TO THE ECONOMIC DEVELOPMENT PLAN, SECTION 11-11 sfcc 1087; AMENDING AND ADDING DEFINITIONS; SPECIFYING FEES ELIGIBLE FOR WAIVER; AMENDING STAFF REPORTING GUIDELINES; AMENDING THE APPLICATION REVIEW CRITERIA TO SIMPLIFY GUIDELINES; AMENDING EXHIBIT A OF SECTION 22 TO PERMIT THE WAIVER OF UEC FEES; AND MAKING OTHER SUCH CHANGES AS NECESSARY.**

Chair Harris introduced Ms. Gheen, City Attorney's Office.

Chair Harris said Ms. Gheen has joined our meeting to assist with the discussion of this item. We are happy to have her here.

Mr. Trujillo said basically this code change is a directive from the City Council as a result of our code analysis done earlier in the year. This item was brought forward today to present the changes to you for your recommendation of formal adoption to the City Council.

Mr. Brown said we had 3 objectives in revising this Ordinance. To have the Ordinance be in compliance with the state LEDA law and the State Constitution. We have added some language to try to customize the language to be more representative of the Sant Fe community, business, culture and climate. Third was to try to streamline some of the process while maintaining the guidance and control of City Council with more options and flexibility.



Chair Harris said he has a question on page 5, under G, lines 6, 7 and 8. In practically all cases of Ordinances and Resolutions if there are any money issues in them before they go to the Governing Body they have to clear one Council Committee. An example is a recent project that came before us where Verizon was the owner of a company involved. Verizon is not delivering the coverage we pay for. The Finance Committee voted unanimously that the contract not move forward to City Council. His question is, that has it been in practice or is it a policy that all items have to go to a Council Committee before coming to the Governing Body. It seems like it should. A money issue such as this should be vetted by the Finance Committee before going to the Governing Body. We need to do the research first on this.

Chair Harris asked what is the pathway forward for this.

Mr. Trujillo said it is going to Finance on December 4<sup>th</sup> then to the Governing Body. There will be a request to publish on December 13<sup>th</sup> and heard at the hearing on January 10<sup>th</sup>. Regarding the Chair's question on the language on page 5, in 2008 this was done by the committee prior to this one because CBQL felt we needed to streamline the process for economic development projects. They made it at the option of the Governing Body to send it to a Committee. Every since then we have included Finance in practice, but have given the Governing Body the option to streamline or add committees.

Chair Harris said he assumed it was for that reason, but in practice that is not how it has been. He will bring it up under Request to Publish at Council. He wanted to raise that question.

Chair Harris said he wanted to speak to the item on page 12, at the bottom, UEC A-D. As a result of tonight's Governing Body meeting they will likely modify the Airport Road overlay. If that is approved that language will be very similar to the Midtown Link and as a result UECs may be waived.

Chair Harris asked does the whole text end up defining a qualified entity.

Mr. Brown said yes. It does in alignment with LEDA and sets parameters and how we make the determination to make an investment or not. We removed the laundry list to give us more flexibility. B Corporations, in their bylaws, are required to do social impact work with a portion of their revenues. In part because of the spirit and behavior of our culture we put a preference in that if companies want to establish themselves as a B Corporation and put their social responsibility in Santa Fe they are given preference.

Chair Harris said so really the whole process defines a qualified entity.

Mr. Brown said within parameters.

Ms. Bradshaw-Eakes asked has New Mexico passed the B Corp measure yet.

Mr. Brown said not yet. Hopefully it will come to pass. B Corps, such as Meow Wolf, can be established in other places and operate here in the City. Hopefully B Corps will be authorized here. 37 states have authorized them.

Ms. Bradshaw-Eakes said maybe it should say "or" instead of "and" on the bottom of page 5.

Mr. Brown said that is a great catch. Thank you.

Ms. Brooks said "and/or" maybe.

Both Ms. Bradshaw-Eakes and Mr. Brown were fine with that.

Mr. Orr said on page 7, it is describing the kind of targets for qualifying projects. Is the economic strategy explained someplace.

Mr. Brown said no, that is not a defined term. We also amended the language to use more generalized language around economic development plans and goals. We are trying to allow for a future that is unpredictable.

**MOTION** A motion was made by Mr. Fiens, seconded by Ms. Bradshaw-Eakes, to approve the changes and recommend approval to the City Council.

**VOTE** The motion was approved unanimously by voice vote.

Chair Harris said he will continue to track the 2 issues he is interested in. The Airport Overlay has been approved, but has not taken off. We rejected a storage facility across from the Business Incubator. The idea is to try to incentivize 80 acres that the City owns that front on Airport Road and are potentially developable.

## **7. INFORMATIONAL ITEMS**

### **A. ECONOMIC DEVELOPMENT DISCUSSION ON DEFINITIONS, POPULATION GOALS AND PERFORMANCE GOALS**

This item was postponed to the December meeting.

## **8. ITEMS FROM THE COMMITTEE**

Ms. Kennedy said the packet for this Committee is not publicly accessible.

Mr. Trujillo said the normal procedure is to send it to the Clerks office.

Ms. Martin said the agenda and packet for all of the weeks meetings are on the

City Clerks site on the City website.

Ms. Kennedy said it is not on the Economic Development website and that is where people look for it.

Mr. Brown said he will have Fabian send a link to the Economic Development site to the City Clerks office.

Ms. Brooks asked if she is on the distribution list.

Mr. Trujillo said he will double check.

Chair Harris said under the Office of Economic Development direct them to the City Clerk. He can understand the confusion. There is a new individual in Land Use who is using Next Door to get information out for the department.

Chair Harris said thank you Ms. Kennedy for bringing that issue forward.

Mr. Feins said with LEDA there is a real lack of awareness in our community about what LEAD funding is. As committee members we need to raise awareness. There is a communications opportunity here. We have been hearing hard luck stories about start ups with financial need that if the City had not given money to Meow Wolf, who is already doing well, they would have been ok. They say the City is picking winners when the start ups need it. He did a letter to the editor to clarify, but we need to make an effort to educate the community. This Committee should be aware of that.

Chair Harris said he appreciated Mr. Fiens comments. He suggested that the folks at Meow Wolf are going to need to get a bit thicker skin. This kind of thing happens often. Many people think it is for programs not infrastructure.

Mr. Feins said he did not bring this up for Meow Wolf, but as an economic development issue. He does not want to further the cynicism about economic development. People should know how good this program is.

Ms. Bradshaw-Eakes said there is a general lack of understanding of LEDA around the state. She has been working with the Municipal League about educating communities on this program and what the goals are. There are a lot of City Councilors in the state that do not understand LEDA and that their Municipality needs to have a LEDA Ordinance to do business with the State. It is public funds.

Mr. Higgins asked where do you start. Maybe have a session with a reporter and explain how it works.

Ms. Bradshaw-Eakes said maybe some radio shows to talk about it.

Ms. Longserre said as the recipient of the first LEDA project ever in New Mexico, she suggested that in order for City not to be in a defensive position on this it should be stated that it is a State program. They change the rules and there is confusion sometimes. If we would invite the State to come into the community to present the program for public education then it would be seen as the State program with the City partnering.

Chair Harris said this group will have the opportunity to talk about the next LEDA application from Descartes Lab. We will have a new contact providing support for this group for LEDA, Mr. Mitchell who we will meet next month. Make sure we get the reporters to sit in and bring these comments forward to get the information out correctly.

Mr. Orr asked do we track the performance on investments.

Mr. Brown said yes we do.

Mr. Orr said it would be good to make that part of the discussions. The results.

Chair Harris said the money invested regarding Catapiller was well served in job creation and improvement to the real estate. It was one of the few buildings in this state that would meet the needs of Meow Wolf. Tracking the results as an open process would be good.

Mr. Fiens said we need 3 or 4 talking points said clearly and then we can repeat them.

Ms. Bradshaw-Eakes said she likes Mr. Orr's idea. We can do an article on a poster child funded by LEDA that would demonstrate that.

Mr. Trujillo asked do you want a company from Santa Fe or elsewhere within the State.

Ms. Bradshaw-Eakes said maybe both.

Chair Harris said the Wildflower is a story in town that is really unknown. It is a technology service support company and is woman owned. They received a grant a year ago. It would be interesting to know the results. Maybe look into that one. It is a story that is not well known.

Mr. Trujillo said they were supposed to hire 40 employees for the grant and they have more than that. The company is a good story because the CEO/owner is from Santa Fe. It is a home grown company. She has grown the business regionally. It is the largest woman owned subcontractor to the Labs and the largest woman owned company in New Mexico.

Chair Harris said a new story would be great.

Mr. Higgins said he sent an email out about floating a toilet. The word "idea" was dropped from the subject line. Floating a toilet idea was supposed to be what it said.

Mr. Higgins said it is common knowledge that there is a toilet issue downtown for the tourists. In Germany they have developed a concept that is outrageously successful. What they do is the City agreed there was a need for more toilets downtown. They came up with a plan to have businesses sign up to put a sticker on their window that said we have a nice toilet here feel free to come in and use it. They give the business a stipend of around \$200 a month to cover their expenses of cleaning and maintenance. The mentality is to greet the people and make them feel at home. The City is off the hook as far as building anything. It is a very clever solution. He thinks we ought to think about it.

Chair Harris asked Mr. Higgins to send it out to him again. His understanding is that this past tourist season there was a map provided to show people where they can go. We talked about the Downtown Transit Center which has been in the works for a long, long time. It has been designed. When he looked at the design there were no toilets. He still festers about this one. Maybe this is a solution. He doesn't know if this would appeal to the downtown merchants.

Ms. Kennedy said the downtown merchants are the ones who paid for the map. Park and Pee. That was the first attempt to let people know where they can go.

Mr. Higgins said the first question is how do you pay for it. The logical thing would be lodgers tax. It will take some time and discussions. Knowing this City, once we process this concept we have a great possibility to make this solution workable.

Chair Harris said it could be not only for people who visit, but for the Plaza vendors as well. Send it to him again and he will help to organize a meeting with Randy Randall and others.

Ms. Kennedy said there are some downtown residents who do not have bathrooms inside their businesses. Some people are not aware of that.

Mr. Higgins said he appreciates the Committee listening. He would like to move this forward.

Mr. Feins said thanks for bringing that up Chuck.

Mr. Feins said he sent out an article that he saw that was exciting. The article was in a technology publication. It profiled Eric Streeper who is one of Ms. Longserre's clients. He was a great voice about creative talent coming to Santa Fe. We get great press on food, arts and culture but almost never on economics. It reminded him that

when we get good news we don't have a mechanism for getting it out there so that our community and others in other places see it and consider a career here or bringing a business here. There are stakeholders in town who may be interested in sharing good news on their websites or social media when it happens. Maybe we can come up with some sort of network to share information and blast it out to their constituencies. It would be inexpensive to do and would change our profile. Also, what we do in tourism is we win in earned media, free press. We did familiarization tours. We found 6 or 7 press important to Santa Fe and brought them into town. Hotels put them up and restaurants fed them. The City pays the airfare and we show them the City and they write amazing articles for us. He always wanted to do that for economic development. Target reports and tell the undersold story of economics in Santa Fe. We could have a fantastic itinerary. It is something to do once or twice a year.

Chair Harris said that is a great idea. He said he would like a report on the economic development fund. He was reminded of that when reading the Ordinance. The familiarization tours and earned media are something worth considering and putting money toward. He will work with Mr. Brown to get those numbers and the information behind those numbers and see if we can craft a program.

Mr. Feins said he is happy to volunteer his services.

Mr. Brown said this is great. We had a robust conversation yesterday at the subcommittee meeting as well. Some additional ideas were to engage with a speakers bureau. We could have civic leaders and City Directors and get them as keynote speakers across the country. We have the National Governors Convention coming and the private airplane event in September. We are looking at these 2 events and others during the opera season to connect with and generate awareness of the City and business opportunities here. We discussed also that the City would benefit by having a PR firm or head of marketing. CMO for the city. We also talked about the general idea of what a Santa Fe South by Southwest would be. What would our version of that be. An annual event attractive to a range of different interests and inside of that business growth and business recruitment. Yesterday our team got together and looked at our short term goals. On that list is getting an economic development website built between now and March. What we have now is way in the past. We have some sources where we may be able to do this more rapidly than we thought. We would like to build that and have it live, then when we do communications we look modern, ready and fresh and share stories and put success stories and data around that. It will be good for recruiting, community development and growth. It is on the list and we are moving forward with that. We have very little money as we are almost fully allocated in the budget. To do Descartes Lab will mean we will have to take the funds out of our consulting line item. We have a little pot, but not much of a pot.

Chair Harris said we need to look at the revenue stream and understand it better. Build that and share that. The South by Southwest came up in the Grand Fondo International Cycling Event. There are no preliminaries in the United States. There is

talk about having a preliminary here next summer. It is being driven by Tourism Santa Fe. He asked at what point do we hit event exhaustion. Randy said this is what we do. We will not ever hit it as far as he is concerned.

Chair Harris said he thinks it is a legitimate question. He is more interested in what we can do to attract businesses and create jobs.

Mr. Feins said we need to see at what times of the year we are slow on our calendars and when we don't have events and are slow for tourists and do them then.

Chair Harris said he doesn't want to rain on the parade, but this is a question he is going to bring up with the Governing Body.

Mr. Brown said he is interested in an event that has multiple benefits. An engine that drives technology and innovation and entrepreneurship. A strategic event, not a tourist event that will benefit the City.

Mr. Feins said it is important that you, Mr Brown, understand the website and the impression it makes on people. Perception is everything. Do it as fast as you can, but do it right.

Ms. Brooks said when thinking about economic development success stories add the medical center to that. There has been a change. There is great opportunity around that campus. Anyway we can promote that we are happy to do it.

Chair Harris said he felt strongly we needed to have the health sector involved. Thank you for being here and for your comments.

Mr. Orr said the thing he thinks is important is to make Sant Fe look bigger than it is. He is getting a start on joint internship programs. Having a website is a key component for that sort of thing. Having a PR budget would be incredible.

Chair Harris said lets continue to work on these ideas over the next couple of months to make a stronger case during the budgeting process. There will be new Mayor and new Councilors. It will be interesting. We need to be ready to make a strong case.

Mr. Feins asked what specifics should we come up with.

Chair Harris said we need an understanding of what we get now and how it is funded. The Division has been funded for a full compliment of FTEs, but we have not had that. Positions are not filled. Maybe talk about this next time.

Mr. Brown said for the next meeting hopefully we will be fully staffed. 5 FTEs and a shared Executive Assistant.

Chair Harris said once we get a full compliment and an understanding of what needs to be done then we can make an assessment if that number is sufficient. He thinks it will be necessary to find another revenue stream. Maybe lodgers tax. We need to know our numbers always and need to understand what we are and what we want to accomplish and go into budget hearings with that.

Mr. Brown said he will take you up on your offer Mr. Fiens about getting the word out.

**9. ITEMS FROM STAFF**

None.

**10. ITEMS FROM THE CHAIR**

None.

**11. ITEMS FROM THE PUBLIC**

Ms. Longserre said it is nice to see you all. On Tuesday next week, the 14<sup>th</sup>, the Incubator along with the Chamber of Commerce is having a ribbon cutting for our FAB Lab which is associated with the MIT FAB Lab. We are very excited about it. The Mayor is speaking. It will be a reception from 5:00 pm to 6:00 pm. We will talk about what it means to Santa Fe and the State to have this opportunity. She sent invitations to everyone here, but is personally inviting all of you to attend and find out what this is all about.

Chair Harris thanked Ms. Longserre.

**12. NEXT MEETING DATE  
DECEMBER 13, 2017**

Chair Harris said we will be talking about LEDA in relationship to Descartes Lab at our next meeting. Mr. Fiens will not be able to be there. Generally will people be available. Everyone said yes.

Chair Harris said we need to push hard to make sure everyone is there.

Chair Harris said thank you everyone. This was a good discussion. See you on the 13th.



**13. ADJOURN**

There being no further business before the Committee the meeting adjourned at 12:20 pm.

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Councilor Michael Harris, Chair



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Elizabeth Martin, Stenographer

# **Action Items**



DATE: November 1, 2017  
TO: EDRC-Subcommittee, EDAC, Public Works, Finance Committee and City Council  
VIA: Matthew Brown, Director, Office of Economic Development  
FROM: Fabian Trujillo, Manager, Office for Business Growth  
RE: Descartes Labs, Inc. – Project Participation Agreement

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**Background:**

Descartes Labs, Inc. a spinoff from LANL, is a software development company that creates proprietary software utilized in satellite imaging and analysis. The software is developed for a cloud-based supercomputing platform to assist with research and development to predict changes in natural resources such as U.S. corn yields. Basically, their software teaches computers to "see." Computers can identify objects around the world, such as corn fields and solar farms, with incredible precision utilizing Descartes's proprietary technology.

As a startup currently headquartered in Santa Fe and with offices in San Francisco and New York, Descartes has raised over \$38 million in equity investment since its inception. They intend to move from their temporary headquarters in the railyard to a permanent location at 100 North Guadalupe Street as part of a rapid growth expansion and in an effort to establish deeper commitment to Santa Fe as its world headquarters.

Descartes' headquarters is projected to employ 70-90 people over five years, which includes 20 existing employees and 50-70 new employees. Their jobs are considered economic base jobs because they are software development which is considered manufacturing. Additionally, 50% or more of their revenues are received from customers outside of New Mexico. This expansion would anchor its operations in Santa Fe and accelerate their growth.

**Item and Issue:**

Descartes Labs, Inc. is requesting \$700,000 from the State of New Mexico and \$100,000 from the City of Santa Fe in LEDA funds for lease payments and construction of tenant improvements and infrastructure in and to the facility. If approved the LEDA funds will be disbursed to Descartes Labs over a period of five years upon completion of job creation goals, tenant improvements and infrastructure in the facility. Specifically, the LEDA funds will be used for the following:

- a. Design, development and construction of building, infrastructure and tenant improvements for the building and site;
- b. If any amount of the \$800,000 is remaining after (a) is completed, the LEDA funds will be used for lease abatement.

The capital investment for the Project is estimated at \$4.2 million, constituting up to \$2 million in tenant improvements and \$2.2 million for 5 years of lease payments. Within a five year period, this capital investment will fuel an expansion that is anticipated to create 50-70 new economic base jobs with average median earnings of \$140,000 per year and an annual payroll of over \$14 million after all the employees are hired. Over the next ten years, Descartes' total fiscal impact to the State, City, County, SF Community College and Public Schools is expected to generate approximately \$28,471,361 in net benefits. The City of Santa Fe is expected to receive \$5,062,736 of this fiscal impact. Additionally, the project will also stimulate a temporary increase in the construction industry by generating an additional 23 direct construction jobs and approximately \$1,000,000 in construction payroll.

**Action:**

This project will achieve three outcomes aligned to the objectives and goals of the Economic Development Implementation Strategy adopted by the City Council in 2008. First, it will serve high wage career path employment. Second, and more importantly, Descartes represents a superior opportunity to diversify our economy. Specifically, it may catalyze the growth of an enduring high tech industry cluster that has been elusive to materialize, despite being a stated goal in the Angelou plan, as well as numerous other plans done by the city, region and state. Third, we anticipate that Descartes' growing in Santa Fe will also bolster our innovation and entrepreneurial capacity and ecosystem, including more startups, co-working spaces, improved education and stronger millennial participation in our community.

Staff recommends approval of the project participation agreement, intergovernmental agreement, budget adjustment request and supporting documents for \$800,000 in grant monies from the City of Santa Fe LEDA fund. Once the project participation and intergovernmental agreements are approved and executed, the NM Economic Development Department will transfer \$700,000 to the City of Santa Fe's LEDA fund in tranches of \$400,000 in FY 2017-2018, \$90,000 in FY 2018-2019 and \$10,000 in FY 2020-2021. The transfer of \$200,000 for the bonus jobs will be made in FY 2021-2022.

1 **CITY OF SANTA FE, NEW MEXICO**

2 **BILL NO. 2017-\_\_**

3 **INTRODUCED BY:**

4  
5 Mayor Javier M. Gonzales

Councilor Signe I. Lindell

6 Councilor Peter N. Ives

Councilor Ronald S. Trujillo

7  
8  
9  
10 **AN ORDINANCE**

11 **RELATING TO THE CITY OF SANTA FE ECONOMIC DEVELOPMENT PLAN**  
12 **ORDINANCE, ARTICLE 11-11 SFCC 1987; APPROVING AND ADOPTING A LOCAL**  
13 **ECONOMIC DEVELOPMENT PROJECT PARTICIPATION AGREEMENT BETWEEN**  
14 **THE CITY OF SANTA FE AND DESCARTES LABS, INC. FOR DESIGN, DEVELOPMENT**  
15 **AND CONSTRUCTION OF TENANT IMPROVEMENTS; AND LEASE PAYMENTS FOR**  
16 **EXPANSION OF A NEW WORLD HEADQUARTERS FACILITY, A LOCAL ECONOMIC**  
17 **DEVELOPMENT PROJECT.**

18  
19 **BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF SANTA FE:**

20 **Section 1. Short Title.** This Ordinance shall be known as the "Descartes Local  
21 Economic Development Project Ordinance."

22 **Section 2. Recitals.**

23 A. The Local Economic Development Act ("LEDA"), Sections 5-10-1 et. seq. NMSA  
24 1978 explicitly permits municipalities to assist qualifying entities with economic development projects  
25 through the use of public resources; and

1           B.       The City of Santa Fe has complied with the requirements of the Local Economic  
2 Development Act by adopting an Economic Development Fund Ordinance (11-14 SFCC (1987)),  
3 incorporating within that ordinance its community economic development plan and its economic  
4 development strategy for implementation dated May 21, 2008; and

5           C.       Descartes, Labs, Inc. ("Qualifying Entity") is a software development facility that  
6 serves the public by stimulating and catalyzing the growth of a high-technology industry cluster in  
7 Santa Fe under the Economic Development Ordinance. The Qualifying Entity creates economic base  
8 jobs as a software development facility by creating software for cloud-based super-computing platforms  
9 that predicts changes in natural resources to better understand the planet.

10          D.       The State of New Mexico has appropriated \$700,000 from the New Mexico LEDA  
11 Fund and the City of Santa Fe has provided \$100,000 from the Local Economic Development Fund to  
12 the project to build out the infrastructure and tenant improvements in the facility, and to contribute to  
13 lease payments with any remainder from the infrastructure and tenant improvement expenses. The  
14 facility is located at 100 North Guadalupe Street in Santa Fe, New Mexico and will include construction  
15 costs, and materials associated with the interior renovation of its facilities and to improve or construct  
16 HVAC, telecommunications, broad band connectivity and other infrastructure necessary to improve  
17 service to the facility. This project identified as the "Project" is a world headquarters which will expand  
18 the tax base and generate more taxes, fees and other revenues for the State of New Mexico and City of  
19 Santa Fe.

20          E.       The new facility will be used to develop software which is defined as a "manufacturer"  
21 pursuant to LEDA.

22           **Section 3. Findings.** The governing body hereby finds:

23          A.       The City of Santa Fe has determined that it is in the interest of the welfare of the  
24 citizens of Santa Fe to enter into an Economic Development Project Participation Agreement for the  
25 purposes of effectuating the city's Economic Development Plan and the Project.

1           B.       In compliance with the City's Economic Development Fund Ordinance, 11-14 SFCC  
2 (1987), this Project Participation Agreement between Qualifying Entity and the City clearly states the  
3 following:

- 4                   (1)     Descartes Labs, Inc. is a qualifying entity;
- 5                   (2)     The contributions of the City and Qualifying Entity;
- 6                   (3)     The specific measurable objectives upon which the performance review will  
7           be based;
- 8                   (4)     A schedule for Project development and goal attainment;
- 9                   (5)     The security being offered for the City's investment;
- 10                  (6)     The procedures by which the Project may be terminated and the City's  
11           investment recovered;
- 12                  (7)     The time period for which the City shall retain an interest in the Project; and
- 13                  (8)     The economic development goals of the project; and
- 14                  (9)     A "sunset" clause after which the City shall relinquish interest in and oversight  
15           of the project.

16           **Section 4.       Approval and Adoption of the Project Participation Agreement.** The  
17 governing body hereby approves the 2018 PPA (attached as Exhibit A) whereby the City will be the  
18 Fiscal Agent for the State Legislative appropriation of \$700,000 and for the \$100,000 in City Funds.  
19 The City will disburse the State Legislative appropriation of \$700,000 and the City funds of \$100,000  
20 to the Qualifying Entity and the funds will be used for construction of tenant improvements and  
21 infrastructure in and to the facility and for lease payments with any remainder from the infrastructure  
22 and tenant improvement expenses and thus will expand the tax base and generate more taxes, fees and  
23 other revenues for the State of New Mexico and City of Santa Fe.

24           **Section 5.       Severability Clause.** If any section, paragraph, clause, or provision of this  
25 ordinance, or any section, paragraph, clause, or provision of any regulation promulgated hereunder

1 shall for any reason be held to be invalid, unlawful, or unenforceable, the invalidity, illegality, or  
2 unenforceability of such section, paragraph, clause, or provision shall not affect the validity of the  
3 remaining portions of this ordinance or the regulation so challenged.

4 **Section 6. Effective Date.** This ordinance shall become effective immediately upon  
5 adoption.

6 PASSED, APPROVED and ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

7  
8  
9  
10 \_\_\_\_\_  
JAVIER M. GONZALES, MAYOR

11 ATTEST:

12  
13 \_\_\_\_\_  
14 YOLANDA Y. VIGIL, CITY CLERK

15 APPROVED AS TO FORM:

16  
17 *Kelley A. Brennan, assistant city attorney, for*  
18 KELLEY A. BRENNAN, CITY ATTORNEY



## City of Santa Fe Fiscal Impact Report (FIR)

This Fiscal Impact Report (FIR) shall be completed for each proposed bill or resolution as to its direct impact upon the City's operating budget and is intended for use by any of the standing committees of and the Governing Body of the City of Santa Fe. Bills or resolutions with no fiscal impact still require a completed FIR. Bills or resolutions with a fiscal impact must be reviewed by the Finance Committee. Bills or resolutions without a fiscal impact generally do not require review by the Finance Committee unless the subject of the bill or resolution is financial in nature.

### Section A.      General Information

(Check) Bill:   X        Resolution: \_\_\_\_\_

(A single FIR may be used for related bills and/or resolutions)

Short Title(s)      AN ORDINANCE RELATING TO THE CITY OF SANTA FE ECONOMIC DEVELOPMENT PLAN ORDINANCE, ARTICLE 11-11 SFCC 1987; APPROVING AND ADOPTING A LOCAL ECONOMIC DEVELOPMENT PROJECT PARTICIPATION AGREEMENT BETWEEN THE CITY OF SANTA FE AND DESCARTES LABS, INC. FOR TENANT IMPROVEMENTS AND EXPANSION OF A HEADQUARTERS FACILITY, A LOCAL ECONOMIC DEVELOPMENT PROJECT.

Sponsor(s): Mayor Gonzales and Councilor Lindell

Reviewing Department(s): Economic Development

Persons Completing FIR: Fabian Trujillo      Date: 11/21/2017      Phone: (505) 955-6912

Reviewed by City Attorney: *[Signature]*      Date: 11/28/2017  
(Signature)

Reviewed by Finance Director: *[Signature]*      Date: 11/29/17  
(Signature)

### Section B.      Summary

Briefly explain the purpose and major provisions of the bill/resolution:

The project ordinance, project participation agreement (PPA) and intergovernmental agreement (IGA) will be used to provide grant monies to Descartes Labs, Inc. for a headquarters facility at 100 North Guadalupe St. The grant monies will be used for lease payments and to construct the tenant improvements and infrastructure for the facility. The city will receive \$700,000 in NM LEDA funds from the New Mexico Economic Development Department which will be approved through an IGA. The city will match the \$700,000 with \$100,000 from the City of Santa Fe Economic Development Fund. The city will be the fiscal agent for the project. The City and Descartes Labs, Inc. will enter into a PPA for 10 years. Descartes has agreed to create 50 jobs with an overall payroll average of \$140,000 per year per employee. Descartes will be disbursed \$600,000 for the 50 jobs. If 20 additional jobs are created and retained for six months by June 30, 2022, Descartes will be disbursed up to an additional \$200,000 in bonus money or \$10,000 per job. Over the next ten years, Descartes total fiscal impact to the State, City, County, SF Community College and SF Public School District is estimated to generate \$28,471,361 in net benefits. Of this, approximately \$5,062,736 will be generated in the City of Santa Fe.

### Section C.      Fiscal Impact

**Note:** Financial information on this FIR does not directly translate into a City of Santa Fe budget increase. For a budget increase, the following are required:

- a. The item must be on the agenda at the Finance Committee and City Council as a "Request for Approval of a City of Santa Fe Budget Increase" with a definitive funding source (could be same item and same time as bill/resolution)
- b. Detailed budget information must be attached as to fund, business units, and line item, amounts, and explanations (similar to annual requests for budget)
- c. Detailed personnel forms must be attached as to range, salary, and benefit allocation and signed by Human Resource Department for each new position(s) requested (prorated for period to be employed by fiscal year)\*

Finance Director: \_\_\_\_\_

**1. Projected Expenditures:**

- a. Indicate Fiscal Year(s) affected – usually current fiscal year and following fiscal year (i.e., FY 03/04 and FY 04/05)
- b. Indicate: “A” if current budget and level of staffing will absorb the costs  
“N” if new, additional, or increased budget or staffing will be required
- c. Indicate: “R” – if recurring annual costs  
“NR” if one-time, non-recurring costs, such as start-up, contract or equipment costs
- d. Attach additional projection schedules if two years does not adequately project revenue and cost patterns
- e. Costs may be netted or shown as an offset if some cost savings are projected (explain in Section 3 Narrative)

\_\_\_\_\_ Check here if no fiscal impact

Column #:	1	2	3	4	5	6	7	8
	Expenditure Classification	FY <u>17/18</u>	“A” Costs Absorbed or “N” New Budget Required	“R” Costs Recurring or “NR” Non-recurring	FY <u>18/19</u> , <u>FY 19/20</u> , <u>FY 20/21</u> , and FY <u>21/22</u> .	“A” Costs Absorbed or “N” New Budget Required	“R” Costs – Recurring or “NR” Non-recurring	Fund Affected

Personnel*	\$ _____	<u>A</u>	_____	\$ _____	_____	_____	_____
Fringe**	\$ _____	_____	_____	\$ _____	_____	_____	_____
Capital Outlay	\$ _____	_____	_____	\$ _____	_____	_____	_____
Land/ Building	\$ _____	_____	_____	\$ _____	_____	_____	_____
Professional Services	\$ _____	_____	_____	\$ _____	_____	_____	_____
PPA	\$400,000	<u>N</u>	<u>NR</u>	\$ 401,600	<u>A</u>	<u>NR</u>	<u>22116</u>
Total:	\$400,000			\$ 401,600			

\* Any indication that additional staffing would be required must be reviewed and approved in advance by the City Manager by attached memo before release of FIR to committees. \*\*For fringe benefits contact the Finance Dept.

**2. Revenue Sources:**

- a. To indicate new revenues and/or
- b. Required for costs for which new expenditure budget is proposed above in item 1.

Column #:	1	2	3	4	5	6	
	Type of Revenue	FY 2017-2018		“R” Costs Recurring or “NR” Non-recurring	FY <u>2018-19</u> , <u>FY 2019-20</u> , <u>FY 2020-21</u> and FY <u>2021-22</u> .	“R” Costs – Recurring or “NR” Non-recurring	Fund Affected

NMEDD	\$400,000	_____	\$ NR	\$300,000	<u>NR</u>	
LEDA Grant						
Total:	\$ 400,000		\$ NR			

### 3. Expenditure/Revenue Narrative:

Explain revenue source(s). Include revenue calculations, grant(s) available, anticipated date of receipt of revenues/grants, etc. Explain expenditures, grant match(s), justify personnel increase(s), detail capital and operating uses, etc. (Attach supplemental page, if necessary.)

The City will receive \$700,000 from the NM LEDA Fund. The City will match the NM LEDA monies with \$100,000 from the City Economic Development Fund. The monies from NMEDD will be received in four tranches of the following: \$400,000 in FY 2017-18; \$90,000 in FY 2018-19, \$10,000 in FY 2020-21 and the bonus money of up to \$200,000 in FY 2021-22. The NM LEDA Funds will be transferred into the City Economic Development Fund. The monies will be utilized to construct the tenant improvements and install infrastructure in the facility. If any monies remain after the tenant improvements and infrastructure installations, the balance can be used for lease abatement. Descartes Labs, Inc. will contribute approximately \$4,209,000 to the balance of the project. The costs of overseeing the Project Participation Agreement and serving as the fiscal agent will be absorbed by existing personnel. NMEDD and the city have coordinated the benchmarks and deliverables to disburse the funds to Descartes. The City's disbursement schedule of monies will correspond with NMEDD in the following manner: FY 2017-2018 - \$20,000, FY 2018-2019 - \$30,000 and FY 2019-2020 - \$50,000. Descartes will be disbursed the monies when they meet the job creation and construction goals identified in the PPA.

### Section D.      General Narrative

1. **Conflicts:** Does this proposed bill/resolution duplicate/conflict with/companion to/relate to any City code, approved ordinance or resolution, other adopted policies or proposed legislation? Include details of city adopted laws/ordinance/resolutions and dates. Summarize the relationships, conflicts or overlaps.

This bill does not conflict with any introduced bill. It would catalyze the growth of an enduring high tech industry cluster which is a stated goal in the Angelou plan.

2. **Consequences of Not Enacting This Bill/Resolution:**

Are there consequences of not enacting this bill/resolution? If so, describe.

The consequences of not enacting this bill may jeopardize the establishment of Descartes Labs Headquarters facility in Santa Fe. Approximately, 50 jobs with a payroll of approximately \$7 million will not be created and the high tech industry cluster will likely again not develop in Santa Fe thereby diminishing the diversity, health and resilience of our economy. The city should reasonably expect to also lose the net benefits projected by the expansion of this project in the form of gross receipts taxes, property taxes, lodgers' taxes, utility fees and other fees.

3. **Technical Issues:**

Are there incorrect citations of law, drafting errors or other problems? Are there any amendments that should be considered? Are there any other alternatives which should be considered? If so, describe.

None

4. **Community Impact:** Briefly describe the major positive or negative effects the Bill/Resolution might have on the community including, but not limited to, businesses, neighborhoods, families, children and youth, social service providers and other institutions such as schools, churches, etc.

Descartes Labs, Inc. has been operating in Santa Fe for a little over a year. They create proprietary software utilized in satellite imaging and technology. Their software is used to assist with research and development to predict changes in natural resources. This technology and company are poised to catalyze growth of a high tech industry cluster. They currently employ 40 people nationally of which 20 are employed in Santa Fe. These are economic based jobs because software development is manufacturing and 50% or more their revenues are received from customers outside of New Mexico. This expansion will deepen Descartes Labs commitment to Santa Fe by establishing their world headquarters in Santa Fe. The expansion will result in the hiring of 50-70 new employees with an average wage of \$140,000 per year. The project will also stimulate the construction industry by generating an additional 23 direct construction jobs and approximately \$1 million in construction payroll. The project is estimated to generate a total of \$28,471,361 in net benefits to the State, City, County, SF Community College and SF Public Schools.

RECEIVED

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NOV 21 2017

FINANCE DEPT

CITY OF SANTA FE

City of Santa Fe, New Mexico  
BUDGET AMENDMENT RESOLUTION (BAR)

Log # (Finance use only):

Batch # (Finance use only):

DEPARTMENT / DIVISION NAME					DATE	
General Government/Office of Economic Development					11/20/2017	
ITEM DESCRIPTION	BUSINESS UNIT	LINE ITEM	SUBSIDIARY {.000000}	SUBLEDGER {0000}	INCREASE	DECREASE
<u>EXPENDITURES</u>					{enter as positive #}	{enter as negative #}
PPA - Descartes Labs (Fund 247-EDD)	22116	510340			400,000	
<u>REVENUES</u>					{enter as negative #}	{enter as positive #}
IGA - Descartes Labs (Grant)	21117	471400			(400,000)	

**JUSTIFICATION:** (use additional page if needed)  
--Attach supporting documentation/memo

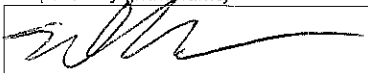
FY 2017-2018 Grant

{Complete section below if BAR results in a net change to ANY Fund}	
Fund(s) Affected:	Fund Bal. Increase/ (Decrease):
<b>TOTAL</b>	

Jessica Sandoval 11/20/2017

Prepared By {print name}

Date



11/20/17

Division Director {optional}

Date

Department Director

Date

{Use this form for Finance Committee/  
City Council agenda items ONLY}

## CITY COUNCIL APPROVAL

City Council

Approval Date

Agenda Item #:

Budget Officer

Date

N/A \$5K

Finance Director (&lt; \$5,000)

Date

City Manager (&lt; \$50,000)

Date

11/21/17



**CITY OF SANTA FE  
ECONOMIC DEVELOPMENT  
PROJECT PARTICIPATION AGREEMENT**

**THIS PROJECT PARTICIPATION AGREEMENT** ("Agreement") is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2018, by and between the City of Santa Fe, a municipal corporation (hereinafter referred to as the "City") and Descartes Labs, Inc. a Delaware Corporation registered as a foreign profit corporation in the State of New Mexico (hereinafter referred to as the "Qualifying Entity", "Q/E", or "Descartes").

**WHEREAS**, the State of New Mexico has deemed it in the best interest of the citizens of New Mexico to enact the Local Economic Development Act (LEDA) (N.M. Stat. Ann. 5-10-1 *et seq.* (1978));

**WHEREAS**, LEDA explicitly permits municipalities to assist qualifying entities with economic development projects through the use of public resources;

**WHEREAS**, the City has complied with LEDA requirements by adopting an economic development plan ordinance incorporating within that ordinance its community economic development plan (11-11 SFCC (1987)), called the Community Economic Development Plan and Economic Development Strategy for Implementation dated May 21, 2008;

**WHEREAS**, Descartes Labs, Inc. is a "qualifying entity" under LEDA and the Economic Development Ordinance in that it is a software developer which is a "manufacturer" of products that creates economic base jobs. § 11-11.4 (A) SFCC (1987); NMSA 1978, § 5-10-3 (I);

**WHEREAS**, all requirements under the Economic Development Ordinance to enter into this Agreement have been fulfilled;

**WHEREAS**, the Q/E has submitted an application ("Application") to the City for assistance under the Economic Development Plan Ordinance (11-11 SFCC (1987)) and for the City to act as fiscal agent for the grant monies ("Grant Monies") granted by the City through its Office of Economic Development and through the New Mexico Economic Development Department;

**WHEREAS**, in the Application, the Q/E proposed an "economic development project" compliant with LEDA, in that it will use the Grant Monies for lease payments, construction costs and materials associated with the interior renovation of its facilities and to improve or construct infrastructure, including HVAC, telecommunications, broadband connectivity, and other infrastructure necessary to provide or improve service to the facility (the "Project") located at 100 North Guadalupe, Santa Fe, New Mexico, 87501;

**WHEREAS**, the City has determined that it is in the interest of the welfare of the citizens of the City to enter into this Agreement for the purposes of effectuating its economic development plan;

**WHEREAS**, the City's total maximum contribution of Grant Monies to the Project is One Hundred Thousand Dollars (\$100,000); the State of New Mexico's maximum contribution to the Project will not exceed Seven Hundred Thousand Dollars (\$700,000) from the New Mexico LEDA Fund ("NM LEDA Fund") pursuant to an intergovernmental agreement between the City and the State to be executed soon after the execution of this Agreement; and the Q/E shall contribute up to Four Million Two Hundred Nine Thousand Dollars (\$4,209,000) to the Project; and

**WHEREAS**, the Q/E will spend up to Two Million Dollars (\$2,000,000) in tenant improvements by approximately June 30, 2019;

**WHEREAS**, the Project addresses the following objectives from the Santa Fe Economic Development Implementation Strategy as adopted by City Resolution 2008-42: "Diversify the Santa Fe Economy with an emphasis on high wage jobs and career paths;" "Pursue overall affordability where local wages can support living in Santa Fe (reduce leakage);" and "Bolster Santa Fe's leadership position and/or potential in innovation."

**WHEREAS**, this Agreement clearly provides the following as required by LEDA and the Economic Development Plan Ordinance: (1) the economic development goals of the Project; (2) the contributions of the City, State and the Q/E; (3) the specific measurable objectives upon which the performance review will be based; (4) a schedule for project development and goal attainment; (5) the security being offered for the City's and State's investment; (6) the procedures by which the project may be terminated and the City's investment recovered; (7) the time period for which the City shall retain an interest in the Project; (8) a "sunset" clause after which the City shall relinquish interest in and oversight of the Project; and (9) that the Qualifying Entity is a qualifying entity.

**NOW THEREFORE**, in consideration of the foregoing, the following and other good and valuable consideration, the receipt of which is hereby acknowledged the undersigned parties hereby agree as follows.

**1. CONTRIBUTIONS OF THE CITY, THE STATE AND THE Q/E**

A. Contributions of the State and the City. The maximum Grant Monies that may be disbursed under this Agreement shall be \$800,000 as described below:

(1) City Contribution. This Agreement governs the City's contribution to the Project. The City shall reimburse the Q/E in the amount of up to One Hundred Thousand Dollars (\$100,000) for lease payments, infrastructure to improve the interior of the building and site, design, development, installation of infrastructure, and construction of tenant improvements to the facility.

(2) State Contribution: This Agreement governs the State's contribution of up to Seven Hundred Thousand Dollars (\$700,000) from the NM LEDA Fund by way of the New Mexico Economic Development Department. The City will serve as fiscal agent pursuant to the

Intergovernmental Agreement between the City and State, which is in substantial form as **Attachment "E"**, the terms of which are incorporated into this Agreement. The State monies will be available for reimbursement tranches upon completion of the disbursement milestones as identified in **Attachment F**.

The State's contribution may include a performance bonus as set forth more thoroughly in **Attachment A**.

(3) Disbursement of Grant Monies: Dispersal of the NM LEDA Funds by the State and the City's economic development funds are contingent upon the following:

(a) The City and the New Mexico Economic Development Department shall execute an intergovernmental agreement for the State to grant up to \$700,000 to the City as fiscal agent for the Project; and

(b) The Q/E shall submit to the City for review, a cover letter, invoice, proof of payment, and supporting documentation of the completion of Phase I and II as described Attachment B and as necessary for reimbursement as referenced in the Job Creation Commitment and Schedule in Attachment A. Disbursement shall be made on a reimbursement basis of eligible costs under the LEDA, as further limited below:

- (i) Lease Payments; and
- (ii) Design, development, and construction of building, infrastructure and tenant improvements to the building and site.

It is expressly understood that any costs eligible for reimbursement must be incurred after this Agreement is in effect.

(c) The City shall reimburse to the Q/E up to One Hundred Thousand Dollars (\$100,000) in City Grant Monies. The City monies will be available for disbursement in the tranches as identified in Attachment F.

(4) If Grant Monies from the City and State do not fully fund the Project; the Q/E shall contribute any additional funds necessary to fund the remainder of the Project.

#### B. Contributions of the Q/E.

(1) Financial Investment: The Q/E shall contribute up to Four Million Two Hundred Nine Thousand Dollars (\$4,209,000) or more in matching funds to complete the Project.

(2) Project Management: Unless otherwise specified in this Agreement, the Q/E shall be responsible for managing all parts of the Project.

(3) Direct Economic Output: The Project is anticipated to generate \$106,147,218 in direct salaries for existing and expanded operations over ten years. The total estimated direct economic output for the expansion of the facility is \$96,624,751 over ten years, as is further

described in the Economic Impact Report. (See p. 4 of **Attachment "C"**.)

(4) Expanded Tax Base: As a result of the completion of the Project, the Q/E is expected to generate contributions to the City's tax base, as projected in the Economic Impact Report. Net benefits for the City generated by this Project (including property taxes, gross receipts taxes, utility fees, utility franchise fees, lodger's taxes, and other use taxes) are estimated to be \$651,983 over ten years. (See p. 10 of Attachment "C".)

(5) Proportional Investment: The Q/E at its discretion may decide to not accept the entire \$800,000 in Grant Monies for the Project. If the Q/E does not accept the entire Grant Monies, then the capital investment and job creation requirements would then decrease proportionally to the level of Grant Monies accepted. The Q/E shall notify the City 30 days prior to its decision.

## **2. PERFORMANCE REVIEW AND CRITERIA – ECONOMIC DEVELOPMENT GOALS**

A. Economic Development Goals. The following Economic Development Goals shall be fulfilled by the Q/E:

(1) By June 30, 2019, the Q/E shall employ at least thirty-six (36) new employees in the City of Santa Fe, while retaining the prior employment, and in accordance with the minimum average annual salary as described in the Job Creation Commitment and Schedule. See **Attachment "A"**.

(2) By June 30, 2022, the Q/E shall employ no fewer than fifty (50) new employees in the City of Santa Fe, while retaining the prior employment figures, in accordance with the minimum average wage data points in Attachment A.

(3) If the Q/E employs more than 50 new jobs and retains the baseline 20 jobs according to Attachment A, then the Q/E shall be entitled to a bonus of Ten Thousand Dollars (\$10,000) per each bonus-tier job retained for at least 6 months by June 30, 2022, for up to 20 jobs for maximum amount of Two Hundred Thousand Dollars (\$200,000), in accordance with Attachment A and F.

(4) The Q/E's contribution as set forth in Paragraph 1.B herein is incorporated into the Economic and Development Goals.

### **B. Reports; Certifications; Review.**

(1) Quarterly Reports. During the term of this Agreement, the Q/E shall provide to the Office of Economic Development staff quarterly reports in the months of January, April, July, and October of each year. The Q/E's quarterly reports shall clearly indicate how the Q/E has met the job creation prerequisites in **Attachment A** (see Attachment D for recommended form) Quarterly reports shall be in the form of an affidavit signed by an officer of the Q/E. Quarterly reports shall include a copy of FORM ES-903a, or an equivalent document as required by the New Mexico Department of workforce Solutions, provided by the Q/E to the



City to demonstrate compliance with this Agreement at each review cycle. In the quarterly report, the Q/E shall include number of new jobs created and filed that quarter, the average minimum annual salary of the new jobs, the total number of jobs, total payroll, and the amount of the Q/E's total capital investment, with line items of building improvements and lease payments, to date. The first quarterly report shall certify the number of baseline jobs as of June 30, 2017.

(2) Annual Reports. The City may require the Q/E to provide annual reports or a presentation to the City's governing body and the Economic Development Advisory Committee (EDAC). The City will give the Q/E a minimum of 30 days' notice if a report or presentation to the governing body or EDAC is required. City staff shall review these reports to ensure the Q/E's compliance with this Agreement in accordance with the Job Creation Commitment and Schedule.

(3) Expanded Tax Base Report: Within a reasonable time after completion of the construction of the facilities, but in any event by the next quarterly report, the Q/E shall provide to the City a written report on the construction jobs and wages created by the construction portion of the project..

(4) Certification of Non-Interest. The Q/E shall certify to the City that to the Q/E's best information, knowledge and belief and after reasonable inquiry, no member, officer, or employee of the City or its designees or agents, no member of the governing body of the locality of which the program is situated, and no other public official that exercises any functions or responsibilities with respect to the Project during his/her tenure, or for one year thereafter, has any interest, direct or indirect, in the Q/E or any contract or subcontract, or the process thereof, for work to be performed in connection with the Project that is the subject of this Agreement. The Q/E shall certify that such a provision shall be included in all contracts and subcontracts in connection with the Project.

D. Documentation of Completion of Construction Phases: Within a reasonable time after completion of each phase listed in the Construction Schedule of Attachment "B", the Q/E shall provide documentation of its completion to the City's Office of Economic Development. The Q/E shall provide documentation to the City that construction of the facilities was completed by June 30, 2018. See Construction Schedule, attached as **Attachment "B"**.

### **3. RECAPTURE PROVISIONS FOR PUBLIC MONIES**

A. If any Economic Development Goal set forth in Paragraph 2.A is not met and documented in a manner deemed satisfactory by the City, the Q/E shall be deemed in default ("Default") and within 60 days of the City receiving the quarterly report with the information of such Default, the City shall send a written Notice of Default to the Q/E informing the Q/E how many days it has to cure the Default or repay the Grant Monies disbursed in proportion to the Economic Development Goals not yet achieved.

B. If the Q/E remains noncompliant after any applicable cure period, then the City may elect to pursue any and all remedies available in law or equity, including but not limited to initiating

foreclosure of the security interest or demanding timely repayment by the Q/E of the Grant Monies in proportion to the unmet goals, as the City in its sole discretion may determine subject to reasonable calculations

C. In the event the Q/E ceases operations and closes its facility before the end of year three of this Agreement, the Q/E shall be deemed in Default and the Q/E shall reimburse 100% of all Grant Monies disbursed to the Q/E to the City of Santa Fe Economic Development Fund as identified in 11-14 SFCC (1987).

#### **4. Q/E BUYOUT**

A. The Q/E may, at its election, buyout and thereby terminate this Agreement by repaying in full to the City all Grant Monies. Such repayment by the Q/E shall be without penalty until and unless the City initiates claw back of the Grant Monies, at which point costs, expenses (including City staff time) and attorney's fees will accrue to the repayment amount. The City shall not initiate such a claw back during the period from the time the Q/E sends the notice described in Section 4(c) until the time that the repayment contemplated by the notice is not made in accordance with the notice.

B. The Q/E must send prior written notice to the City of the Q/E's intent to repay in full the Grant Monies at least 45 days prior to the Q/E's repayment. The City's receipt of the Q/E's repayment of all disbursed Grant Monies (including any costs, fees and expenses resulting from claw back proceedings) constitutes satisfaction of the Q/E under this Agreement, upon which the Q/E may request release of the security interest, and the City will release the security interest within a reasonable time after receiving the Q/E's written request.

C. Within 30 days of receiving such notice from the Q/E, the City will notify the New Mexico Economic Development Department of the Q/E's intent to exercise the buyout clause. The City will reimburse the New Mexico Economic Development Department its portion of the repaid Grant Monies within 60 days after the City receives the repaid monies from the buyout.

#### **5. SECURITY FOR CITY'S INVESTMENT; CLAWBACK**

A. This is a grant project only, with the City acting as fiscal agent. The Q/E has no loan obligations for repayment to the City or State, but is obligated to fulfill the Economic Development Goals of this Agreement; however if the Q/E is found by the City to be in Default, then the City may elect to demand financial reimbursement by the Q/E.

B. The Grant Monies must be secured in a manner that it may be clawed back if the Q/E fails to meet its performance goals under this PPA. As security for fulfilling the Economic Development Goals, before the City may disburse any appropriations to the Q/E, the amount of Public Monies to be reimbursed shall be securitized in a manner satisfactory to the City.

C. Acceptable securitization methods include, without limitation, an irrevocable stand-by letter of credit from an issuing financial institution, with the City as beneficiary, from which the City may immediately draw down upon the City's presentation of a demand for payment and

evidence of Q/E's Default ("Irrevocable Letter of Credit"). If secured by this method, then the Irrevocable Letter of Credit shall have a term that extends to the term of this Agreement (either via the full duration in the base term or via automatic one-year extensions terminable at the sole option and discretion of the City). At any given time, the Irrevocable Letter of Credit must secure an amount, and the City shall be able to draw down an amount, at least equal to the amount of appropriations made to the Q/E for the Project, the maximum being \$800,000. Funds from the Irrevocable Letter of Credit may be drawn in one drawing or from time-to-time in or one or more partial drawings on or before the expiration date. Attached hereto and incorporated herein is **Attachment A**, which sets forth the clawback terms.

D. During the term of this Agreement, the Q/E may request a full or partial release of the security interest with the substitution of collateral, repayment of the disbursed appropriation, or proof that the Q/E has met the Economic Development Goals, in part or in whole, under this Agreement. Any full or partial release of the security interest will be proportional to the value of the substitute collateral, repayment, or the portion of Economic Development Goals met which are no longer subject to clawback and according to Attachment A.

E. Acceptance of a method of securitization and of substitute collateral or proof of performance goals shall be within the City's sole and absolute discretion.

#### 6. **TERM; SUNSET**

This Agreement shall remain in force for 10 years from the execution date of the Agreement, or until conditions of the Agreement are performed in full or to the reasonable satisfaction of the City, whichever is earlier. In the event the Q/E performs or exceeds the required performance levels contained in this Agreement, as may be reasonably determined by the City, this Agreement may be terminated at that time in writing by the City pursuant to Paragraph 7, below.

This Agreement will not be deemed terminated and this Agreement will remain in effect unless and until the City reasonably determines that the objectives under this Agreement have been fulfilled, in which case the City will provide a closure letter to the Q/E.

#### 7. **TERMINATION**

This Agreement may be terminated by the City upon written notice delivered to the Q/E at least 45 days prior to the intended date of termination in the event that the Q/E ceases to operate the Project in accordance with the terms of this Agreement. If the Q/E is found to not be in substantial compliance with the Agreement, the City reserves the right to terminate the Agreement and recall in full the Grant Monies.

The Q/E may terminate the Agreement by pre-paying in full to the City and without penalty any Grant Monies disbursed to the Q/E. The Q/E must send a written letter to the City giving notice of its intent to pre-pay the Grant Monies in full within 45 days prior to the Q/E's intent to repay in full the Grant Monies.

8. **STATUS OF THE Q/E**

The Q/E, and its agents and employees are not employees of the City. The Q/E, and its agents and employees, shall not accrue leave, retirement, insurance, bonding, use of City vehicles or any other benefits afforded to employees of the City as a result of this Agreement. The Q/E shall be solely responsible for payment of wages, salaries, and benefits to any and all employees or subcontractors retained by Contractor in the performance of the services under this Agreement.

9. **ASSIGNMENT AND SUCCESSORS; BINDING EFFECT**

This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors in interest by way of merger, acquisition, or otherwise and their permitted assigns.

10. **INDEMNIFICATION; LIABILITY**

It is expressly understood and agreed by and between the Q/E and the City that the Q/E shall defend, indemnify, and hold harmless the City for all losses, damages, claims or judgments on account of any suit, judgment, execution, claims, actions, or demands whatsoever resulting from the Q/E's actions or inactions as a result of this Agreement, as well as the actions or inactions of Q/E's employees, agents, representatives and subcontractors as a result of this agreement. The Q/E shall maintain adequate insurance in at least the aggregate maximum amounts which the City could be liable consistent with the provisions of the New Mexico Tort Claims Act. It is the sole responsibility of the Q/E to be in compliance with the law.

11. **INSURANCE**

A. The Q/E, at its own cost and expense, shall carry and maintain in full force and effect during the term of this Agreement, comprehensive general liability insurance covering bodily injury and property damage liability with respect to the Project, in a form and with an insurance company reasonably acceptable to the City, with limits of coverage in the maximum amount which the City could be held liable under the New Mexico Tort Claims Act for each person injured and for each accident resulting in damage to property. Such insurance shall provide that the City is named as an additional insured and that the City shall be notified no less than 30 days in advance of cancellation for any reason. The Q/E shall furnish the City with a copy of a "Certificate of Insurance" with respect to such coverage as a condition prior to performing under this Agreement.

B. The Q/E shall also obtain and maintain Workers' Compensation insurance, required by law, to provide coverage for Q/E's employees throughout the term of this Agreement. The Q/E shall provide the City with evidence of its compliance with such requirement.

12. **NEW MEXICO TORT CLAIMS ACT**

Any liability incurred by the City of Santa Fe in connection with this Agreement is subject to the immunities and limitations of the New Mexico Tort Claims Act, Section 41-4-1, *et seq.* NMSA 1978, as amended. The City and its "public employees" as defined in the New Mexico Tort Claims Act, do not waive sovereign immunity, do not waive any defense and do not waive any limitation of liability pursuant to law. No provision in this Agreement modifies or waives any provision of the New Mexico Tort Claims Act.

13. **THIRD PARTY BENEFICIARIES**

By entering into this Agreement, the parties do not intend to create any right, title, or interest in or for the benefit of any person other than the City and the Q/E. No person shall claim any right, title or interest under this Agreement or seek to enforce this Agreement as a third party beneficiary of this Agreement.

14. **RECORDS AND AUDITS**

The Q/E shall maintain and keep in its possession throughout the term of this Agreement and for a period of six years thereafter, all related records, including but not limited to, all financial records, requests for proposals (RFPs), invitations to bid, selection and award criteria, contracts and subcontracts, advertisements, minutes of pertinent meetings, as well as records sufficient to fully account for the amount and disposition of the total funds from all sources budgeted hereunder, the purpose for which such funds were used, and other such records as the City or the State shall proscribe. The Q/E shall be strictly liable for receipts and disbursements related to the Project Grant Monies. These records shall be subject to inspection by the City, the New Mexico Economic Development Department, and the State Auditor upon notice within five business days. The City shall have the right to audit billings both before and after payment; payments under this Agreement shall not foreclose the right of the City to recover excessive illegal payments.

15. **APPROPRIATIONS**

The terms of this Agreement are contingent upon sufficient appropriations and authorization being made by the City Governing Body and the New Mexico Economic Development Department on behalf of the Q/E to the City for the performance of this Agreement. If sufficient appropriations and authorization are not made by the City Governing Body and the New Mexico Economic Development Department on behalf of the Q/E to the City, this Agreement shall terminate upon written notice being given by the City to the Q/E.

16. **RELEASE**

The Q/E, upon final fulfillment by the City of its obligations under this Agreement, releases the City, its officers and employees, from all liabilities, claims, and obligations whatsoever arising from or under this Agreement. The Q/E agrees not to purport to bind the City to any obligation not assumed herein by the City unless the Q/E has express written authority to do so, and then only within the strict limits of that authority.

17. **CONFIDENTIALITY**

Any confidential information provided to or developed by the Q/E in the performance of this Agreement shall be kept confidential and shall not be made available to any individual or organization by the Q/E without the prior written approval of the City.

18. **APPLICABLE LAW; CHOICE OF LAW; VENUE**

The Q/E shall abide by all applicable federal and state laws and regulations, and all ordinances, rules and regulations of the City of Santa Fe. In any action, suit or legal dispute arising from this Agreement, the Q/E agrees that the laws of the State of New Mexico shall govern. The parties agree that any action or suit arising from this Agreement shall be commenced in a federal or state court of competent jurisdiction in New Mexico. Any action or suit commenced in the courts of the State of New Mexico shall be brought in the First Judicial District Court.

19. **AMENDMENT**

This Agreement shall not be altered, changed or amended except by instrument in writing executed by the parties hereto.

20. **SCOPE OF AGREEMENT**

This Agreement incorporates all the agreements, covenants, and understanding between the parties hereto concerning the subject matter hereof, and all such covenants, agreements, and understandings have been merged into this written Agreement. This Agreement expresses the entire Agreement and understanding between the parties with respect to said performance. No prior agreement or understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in the Agreement.

21. **REPRESENTATIONS AND WARRANTIES**

A. The Q/E hereby warrants the Q/E is and will remain in compliance with the Americans with Disabilities Act of 1990 (the "ADA") and the regulations promulgated thereunder, 29 CFR 1630. The Q/E hereby agrees to defend, indemnify and hold harmless the City from and against all claims, suits, damages, costs, losses and expenses in any manner arising out of or connected with the failure of the Q/E, its contractors and subcontractors, agents, successors, assigns, officers or employees to comply with provisions of the ADA or the rules and regulations promulgated thereunder.

B. The Q/E agrees to comply with the applicable provisions of local, state and federal equal employment opportunity statutes and regulations.

C. The Q/E shall comply with City of Santa Fe Minimum Wage, Article 28-1-SFCC 1987, as well as any subsequent changes to such article throughout the term of this Agreement.

22. **APPLICABLE LAW**

This Agreement shall be governed by the ordinances of the City of Santa Fe and the laws of the State of New Mexico.

23. **NON-DISCRIMINATION**

During the term of this Agreement, the Q/E shall not discriminate against any employee or applicant for an employment position to be used in the performance by the Q/E hereunder, on the basis of ethnicity, race, age, religion, creed, color, national origin, ancestry, sex, gender, sexual orientation, physical or mental disability, medical condition, or citizenship status.

24. **SEVERABILITY**

In case any one or more of the provisions contained in this Agreement or any application thereof shall be invalid, illegal or unenforceable in any respect, the validity, legality, and enforceability of the remaining provisions contained herein and any other application thereof shall not in any way be affected or impaired thereby.

25. **NOTICES**

Any notices required to be given under this Agreement shall be in writing and served by personal delivery or by mail, postage prepaid, to the parties at the following addresses:

If to the CITY OF SANTA FE:  
City of Santa Fe  
Attn: Director of Office of Economic Development  
P.O. Box 909  
Santa Fe, NM 87504

If to QUALIFYING ENTITY:  
Attn: Chief Executive Officer  
Descartes Labs, Inc.  
100 North Guadalupe Street  
Santa Fe, NM 87501

26. **HEADINGS**

The section headings contained in this Agreement are for reference purposes only and shall not affect the meaning or interpretation of this Agreement.

27. **ATTACHMENTS**

All attachments are fully incorporated herein and made a part of this Agreement.

28. **COUNTERPARTS**

This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same agreement.

29. **REPRESENTATION ON AUTHORITY OF SIGNATORIES**

The signatory for the Q/E represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this Agreement. The Q/E represents and warrants that the execution and delivery of the Agreement and the performance of the Q/E's obligations hereunder have been duly authorized and that the Agreement is a valid and legal agreement binding on such party and enforceable in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

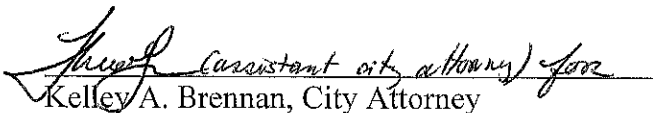
CITY OF SANTA FE:

\_\_\_\_\_  
Javier M. Gonzales, Mayor

ATTEST:

\_\_\_\_\_  
Yolanda Y. Vigil, City Clerk

APPROVED AS TO FORM:

  
Kelley A. Brennan, City Attorney



APPROVED:

 11/27/17  
Adam Johnson, Finance Director

22116.510340

Business Unit Line Item

QUALIFYING ENTITY:

Descartes Labs, Inc.

By: \_\_\_\_\_

Mark Johnson

CEO and President

Employer ID Number: \_\_\_\_\_

City of Santa Fe Business ID Number: \_\_\_\_\_

**[ACKNOWLEDGEMENT FOLLOWS]**

STATE OF NEW MEXICO )

) ss.

COUNTY OF SANTA FE )

**Notarized Affidavit**

This instrument was acknowledged before me on this \_\_\_\_ day of \_\_\_\_\_, 2017, by MARK JOHNSON, as the Chief Executive Officer and President of Descartes Labs, Inc., a foreign profit corporation.

\_\_\_\_\_  
Notary Public

My commission expires:

## Attachment A

### ***Job Creation Commitment and Schedule (Net New Jobs)\* ❖***

<u>Year</u>	<u>Net New Jobs Hiring Target</u>	<u>Jobs Retained From Prior Years</u>	<u>Payroll for New Jobs</u>	<u>Job Determination Period</u>		<u>Clawback % on Job Creation Shortfall<sup>^^^</sup></u>
1	20 + 19 = 39	20 (starting headcount)	\$2.66 million	01-Jul 2017	30 June 2018	100%
2	39 + 17 = 56	39	\$5.04 million	01 Jul 2018	30 June 2019	100%
3	56 + 14 = 70	56	\$7.0 million	01 Jul 2019	06 June 2020	100%
4	-	70		01 Jul 2020	30 June 2021	75%
5	-			01 Jul 2021	30 June 2022	50%
Note	51-70 (Bonus)		**	by 01 Jan 2022-	by 30 June 2022	
Total	50					
Add'l Notes: All 50 new jobs and the 20 baseline jobs must be retained until June 30, 2022 for compliance. To be eligible for the bonus, any bonus tier job shall have been created and maintained for at least 6 months prior to June 30, 2022.						

<u>Starting Headcount (JTIP Eligible):</u>	20	<u>As of:</u>	June 30, 2017
--	----	---------------	---------------

<sup>^^^</sup> Clawback percentage is calculated on job creation shortfall at expiration or termination of the PPA, whichever is earlier. Clawback formula = (Job Creation % Shortfall) x (Cumulative Grant Monies Distributed), where Job Creation % Shortfall is  $(1 - (\text{actual jobs} / \text{cumulative hiring target})) \times 100\%$ . (See Clawback Calculator on following page for illustrative purposes.)

❖ Cumulatively, the baseline, retained and new jobs must maintain a minimum average annual salary of \$140,000, not including additional benefits ("Average Salary"). Wages of jobs retained from prior years must equal or exceed the wage requirements for those jobs as described herein. Only New Mexico-based employees count towards job creation.

\*\* A bonus will be disbursed at a rate of \$10,000 per job, for a maximum of \$200,000, for each new job created and retained for six months by June 30, 2022, in excess of the 50 new jobs requirement. If any bonus tier job would cause the Average Salary to drop below \$140,000, such bonus tier job would not qualify for the \$10,000 bonus disbursement.

# Example Clawback Calculations

Job Creation Commitment and Schedule				
Year	Clawback % on Job Creation % Shortfall	Cumulative Full Time Job Creation Target	Job Determination Period	
			Start	End
1	100%	39	Execution	30-Jun-18
2	100%	56	1-Jul-18	30-Jun-19
3	100%	70	1-Jul-19	30-Jun-20
4	75%	70	1-Jul-20	30-Jun-21
5	50%	70	1-Jul-21	30-Jun-22

Clawback may be exercised if cum hiring target not retained through period  
Assumption - Cure period of 6 months

## Clawback Calculations

Clawback Formula = (Job Creation % Shortfall) \* (Cumulative LEDA Dollars Distributed)

Job Creation % Shortfall = {1 - (actual jobs / cumulative hiring target)} \* 100%

### **Example - 1**

Actual Employees (a) End of 30 Mos, inclusive of cure period 50  
Cumulative Hiring Target (b) 56  
Job Creation % Shortfall = (c) = 1-(a/b) 11%  
LEDA Dollars Distributed (d) \$ 540,000.00  
Clawback % (e) 100%  
Penalty (f) = c\*d\*e \$ 57,857.14

### **Example - 2**

Actual Employees (a) End of 66 Mos, inclusive of cure period 68  
Cum Hiring Target (b) 70  
Job Creation % Shortfall = (c) = 1-(a/b) 3%  
LEDA Dollars Distributed (d) \$ 600,000.00  
Clawback % (e) 50%  
Penalty (f) = c\*d\*e \$ 8,571.43

**Attachment B**  
**Descartes Labs, Inc.**  
**Construction Schedule**

<b><u>Estimated Completion Date</u></b>	<b><u>Description</u></b>
March 31, 2018	Phase I: Tenant Improvements - Start of Construction.
June 30, 2018	Phase II: Tenant Improvements – Receipt of Certificate of Occupancy, after completing upgrades to design, building, interior, office and workspace upgrades, and installation of infrastructure to building facility which may include, HVAC, broadband connectivity, utilities, security, electrical, and any infrastructure necessary for operations.

# EXECUTIVE SUMMARY

## A REPORT OF THE ECONOMIC IMPACT OF DESCARTES LABS IN SANTA FE, NM

October 12, 2017

Prepared by:  
Ryan Eustice  
New Mexico Economic Development Department  
Joseph Montoya Building  
1100 S. St. Francis Drive  
Santa Fe, New Mexico 87505



Prepared using Total Impact



## PURPOSE & LIMITATIONS

This report presents the results of an analysis undertaken by the New Mexico Economic Development Department using Total Impact, an economic and fiscal impact analysis tool developed and supported by the Austin, TX based economic consulting firm, Impact DataSource.

The Total Impact model is a customized software program licensed to the New Mexico Economic Development Department. The model includes estimates, assumptions, and other information developed by Impact DataSource from its independent research effort detailed in New Mexico Economic Development Department's Total Impact User Guide.

The analysis relies on prospective estimates of business activity that may not be realized. New Mexico Economic Development Department made reasonable efforts to ensure that the project-specific data entered into the Total Impact model reflects realistic estimates of future activity.

No warranty or representation is made by New Mexico Economic Development Department or Impact DataSource that any of the estimates or results contained in this study will actually be achieved.



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## Introduction

This report presents the results of an economic impact analysis performed using Total Impact, a model developed by Impact DataSource. The report estimates the impact that a potential project in the Santa Fe may have on the state and local economy and estimates the costs and benefits for the state and local taxing districts over a 10-year period.

## Description of the Project

Descartes Labs is a fast-growing startup that will be headquartered in Santa Fe, New Mexico. The company is a spinoff that came out of the Los Alamos National Laboratory. Now, Descartes Labs, has over 40 employees and has just recently raised a significant amount of series B financing. Descartes Labs will be entering into a lease for a downtown building in Santa Fe, New Mexico. The expansion will be able to house an additional 70 employees. The idea behind the new headquarters is to have the kind of space where someone says "wow" when they walk in the door and will show incoming recruits that we've built a little piece of Silicon Valley here in Santa Fe, New Mexico. The headquarter offices will include 15,845 rentable square feet, 17,680 square feet if including common spaces, plus 4,197 square feet of basement storage. The neighborhood this space is located in is extremely attractive to our employees. It is walking and biking distance to the center square of downtown Santa Fe, the Railyard and across the street from hotels, restaurants and museums. It is also walking distance to many of our employee's homes, while also being across the street from the Riverwalk and dog friendly areas for our employees who bring their dogs to work. The acquisition and completion of our headquarters in Santa Fe, New Mexico will allow Descartes Labs to expand at a rapid pace, and recruit high-paid talent to New Mexico. With a great place to work, in a great location, we expect potential employees to be more likely to move to Santa Fe, New Mexico from various places around the country and the world.

## Existing & Expanded Operations

The Project under analysis represents the expansion of an existing company in the Santa Fe. The existing operations currently support 20.0 direct jobs in the community and 15.3 indirect and induced jobs. The direct workers earn an average salary of \$140,000 per year and the company supports \$10.2 million per year in taxable sales and spending in the community. Additionally, the company supports taxable property valued at \$0.0 million annually. The table below illustrates the company's economic impact over the next 10 years - including both the existing and expanded operations.

Table 1. Economic Impact of Existing and Expanded Operations Over the Next 10 Years

	Existing Operations	Expansion	Existing & Expanded Ops
<b>Economic Output:</b>			
Direct	\$29,455,350	\$67,169,401	\$96,624,751
Indirect & Induced	\$19,036,993	\$43,411,584	\$62,448,577
Total	\$48,492,342	\$110,580,985	\$159,073,328
<b>Jobs</b>			
Direct	20.0	50.0	70.0
Indirect & Induced	15.3	38.3	53.6
Total	35.3	88.3	123.6
<b>Salaries</b>			
Direct	\$30,659,218	\$75,488,000	\$106,147,218
Indirect & Induced	\$15,357,202	\$37,811,939	\$53,169,141
Total	\$46,016,420	\$113,299,939	\$159,316,359
<b>Taxable Sales</b>			
Direct	\$100,295,246	\$15,946,989	\$116,242,235
Indirect & Induced	\$2,076,358	\$5,112,333	\$7,188,692
Total	\$102,371,604	\$21,059,322	\$123,430,927



The table below illustrates the company's fiscal impact - the net benefits for local taxing districts - over the next 10 years - including both the existing and expanded operations.

Table 2. Fiscal Impact of Existing and Expanded Operations Over the Next 10 Years

	Net Benefits		
	Existing Operations	Expansion	Existing & Expanded Ops
State of New Mexico	\$8,740,948	\$12,222,317	\$20,963,264
Santa Fe	\$4,410,752	\$651,983	\$5,062,736
Santa Fe County	\$1,871,462	\$341,917	\$2,213,379
Santa Fe Public Schools	\$0	\$198,218	\$198,218
Special Taxing Districts	\$0	\$33,764	\$33,764
Total	\$15,023,162	\$13,448,199	\$28,471,361

The remainder of this report will focus on only the economic and fiscal impact associated with the expanded operations.

### Economic Impact Overview

The Project's operations will support employment and other economic impacts in the state. The 50.0 workers directly employed by the Project will earn approximately an average salary of \$140,000 per year initially. This direct activity will support 38.3 indirect and induced workers in the state earning \$91,000 on average. The total additional payroll or workers' earnings associated with the Project is estimated to be approximately \$113.3 million over the next 10 years.

Accounting for various taxable sales and purchases, including activity associated with the Project, worker spending, and visitors' spending in the state, the Project is estimated to support approximately \$21.1 million in taxable sales over the next 10 years.

Table 3. Economic Impact Over the Next 10 Years Statewide

	Direct	Indirect &	Total
		Induced	
Economic output generated by direct, indirect, and induced activity	\$67,169,401	\$43,411,584	\$110,580,985
Number of permanent direct, indirect, and induced jobs to be created	50.0	38.3	88.3
Salaries to be paid to direct, indirect, and induced workers	\$75,488,000	\$37,811,939	\$113,299,939
Taxable sales and purchases	\$15,946,989	\$5,112,333	\$21,059,322

The project is not expected to result in a consequential increase in the state's population. A majority of newly hired employees would likely be current New Mexico residents. However, it is estimated that approximately 20.0% of the new direct workers may be new residents to Santa Fe County. The local population impacts may result in new residential properties constructed in the county and increase the enrollment of local public schools.

Table 4. Population Impacts Over the Next 10 Years for the County

	Direct	Indirect & Induced	Total
Number of direct, indirect, and induced workers who will move to the County	10.0	4.1	14.1
Number of new residents in the County	26.0	10.7	36.7
Number of new residential properties to be built in the County	1.0	0.4	1.4
Number of new students expected to attend local school district	5.0	2.1	7.1

The Project is estimated to support an average of approximately \$0.8 million in new non-residential taxable property each year over the next 10 years. The taxable value of property supported by the Project over the 10-year period is shown in the following table.

Table 5. Value of Taxable Property Supported by the Project Over the Next 10 Years

Year	The Project's Property					Total Residential & Nonresidential
	New Residential Property	Land	Buildings & Other Real Prop. Improvements	Furniture, Fixtures, & Equipment	Subtotal Nonresidential Property	
1	\$36,693	\$0	\$133,333	\$6,667	\$140,000	\$176,693
2	\$56,141	\$0	\$669,333	\$172,667	\$842,000	\$898,141
3	\$95,439	\$0	\$682,720	\$155,333	\$838,053	\$933,493
4	\$97,348	\$0	\$696,374	\$138,000	\$834,374	\$931,723
5	\$99,295	\$0	\$710,302	\$120,667	\$830,969	\$930,264
6	\$101,281	\$0	\$724,508	\$103,333	\$827,841	\$929,122
7	\$103,307	\$0	\$738,998	\$86,000	\$824,998	\$928,305
8	\$105,373	\$0	\$753,778	\$68,667	\$822,445	\$927,817
9	\$107,480	\$0	\$768,854	\$51,333	\$820,187	\$927,667
10	\$109,630	\$0	\$784,231	\$34,667	\$818,897	\$928,527

The taxable value of residential property represents the value of properties that may be constructed as a result of new workers moving to the community.

This analysis assumes the residential real property appreciation rate to be 2.0% per year. The Project's real property is assumed to appreciate at a rate of 2.0% per year. The analysis assumes the Project's furniture, fixtures, and equipment will depreciate over time according to the depreciation schedule shown in Appendix A.

## Temporary Construction Impact

The Project will include an initial period of construction lasting 2 year(s) where \$2.0 million will be spent to construct new buildings and other real property improvements. It is assumed that 50.0% of the construction expenditure will be spent on materials and 50.0% on labor. The temporary construction activity will support temporary economic impacts in the community in the form of temporary construction employment and sales for local construction firms.

Table 5. Spending and Estimated Direct Employment Impact of Project-Related Construction Activity

	Amount
Total construction expenditure	\$2,000,000
Materials	\$1,000,000
Labor	\$1,000,000
Temporary Construction Workers Supported (Average Earnings = \$44,250)	22.6

The following table presents the temporary economic impacts resulting from the construction.

Table 6. Temporary Economic Impact of Project-Related Construction Activity

	Direct	Indirect & Induced	Total
Number of temporary direct, indirect, and induced job years to be supported*	22.6	14.4	37.0
Salaries to be paid to direct, indirect, and induced workers	\$1,000,000	\$458,300	\$1,458,300
Revenues or sales for businesses related to construction	\$2,000,000	\$1,489,000	\$3,489,000

\* A job year is defined as full employment for one person for 2080 hours in a 12-month span.

Gross receipt tax calculations related to construction activity are presented in the following table. The gross receipts tax revenue generated from construction-period taxable spending is included in the fiscal impact for affected districts.

Table 7. Construction-Related Taxable Spending

	Estimate
Expenditure for Materials	\$1,000,000
Percent of Materials subject to local gross receipts tax	0.0%
<b>Subtotal Taxable Materials</b>	<b>\$0</b>
Expenditure for Labor / Paid to construction workers	\$1,000,000
Percent of gross earnings spent on taxable goods and services	25.0%
Percent of taxable spending done locally	25.0%
<b>Subtotal Taxable Construction Worker Spending</b>	<b>\$62,500</b>
Expenditure for Furniture, Fixtures, & Equipment (FF&E)	\$520,000
Percent of FF&E subject to local gross receipts tax	25.0%
<b>Subtotal Taxable FF&amp;E Purchases</b>	<b>\$130,000</b>
<b>Total Construction-Related Taxable Spending</b>	<b>\$192,500</b>

The above construction analysis focuses on the impact resulting from the Project's initial construction investments over the first 2 year(s).

## Fiscal Impact Overview

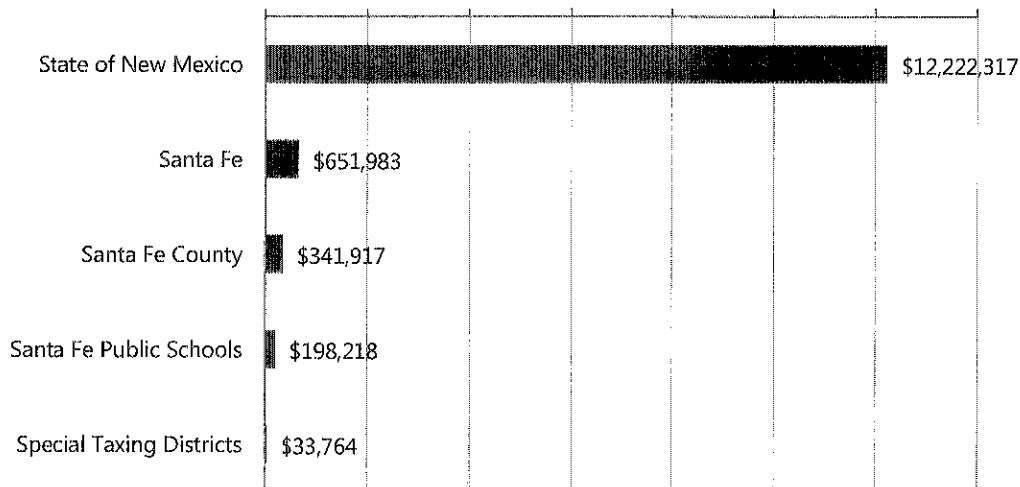
The Project will generate additional benefits and costs for local taxing districts, a summary of which is provided below. The source of specific benefits and costs are provided in greater detail for each taxing district on subsequent pages. Overall, the City will receive approximately \$652,000 in net benefits over the 10-year period and the Project will generate \$13,448,200 in total for all local taxing districts.

Table 8. Fiscal Net Benefits Over the Next 10 Years for the State and Local Taxing Districts

	Benefits	Costs	Net Benefits	Present Value of Net Benefits*
State of New Mexico	\$13,998,151	(\$1,775,835)	\$12,222,317	\$9,144,517
Santa Fe	\$949,921	(\$297,938)	\$651,983	\$502,926
Santa Fe County	\$433,490	(\$91,574)	\$341,917	\$262,488
Santa Fe Public Schools	\$377,230	(\$179,012)	\$198,218	\$148,718
Special Taxing Districts	\$33,764	\$0	\$33,764	\$25,523
Total	\$15,792,557	(\$2,344,358)	\$13,448,199	\$10,084,173

\* The Present Value of Net Benefits expresses the future stream of net benefits received over several years as a single value in today's dollars. Today's dollar and a dollar to be received at differing times in the future are not comparable because of the time value of money. The time value of money is the interest rate or each taxing entity's discount rate. This analysis uses a discount rate of 5% to make the dollars comparable.

Figure 1. Net Benefits Over the Next 10 Years for the State and Local Taxing Districts



## State of New Mexico

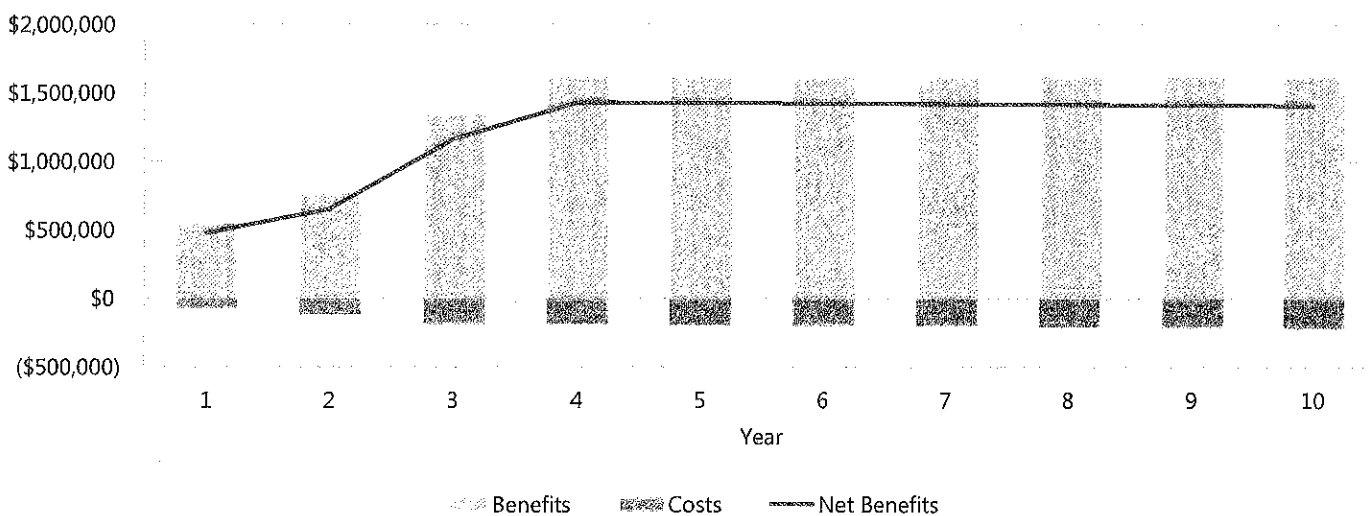
The table below displays the estimated additional benefits to be received by the State of New Mexico over the first 10 years. The project is expected to have a small effect on the statewide population and therefore some additional statewide costs to provide additional services were estimated for the state. Appendix C contains the year-by-year calculations.

Table 9. State of New Mexico: Benefits, Costs, and Net Benefits Over the Next 10 Years

	Amount
Gross Receipts Taxes	\$821,314
Real Property Taxes - Project	\$9,061
FF&E Property Taxes - Project	\$1,275
Property Taxes - New Residential	\$1,240
Personal Income Taxes	\$5,268,447
Corporate Income Taxes	(\$494,522)
Miscellaneous Taxes & User Fees	\$8,391,337
<b>Subtotal Benefits</b>	<b>\$13,998,151</b>
Cost of Providing State Services	(\$1,775,835)
<b>Subtotal Costs</b>	<b>(\$1,775,835)</b>
<b>Net Benefits</b>	<b>\$12,222,317</b>
<i>Present Value (5% discount rate)</i>	<i>\$9,144,517</i>

Gross receipts taxes are estimated on new taxable gross receipts resulting from the project. Property taxes are estimated on the firm's property and new residential property constructed. Personal income taxes are estimated based on an effective income tax rate and the earnings of new direct and indirect workers. Corporate income taxes on the direct activity is based on the net taxable income projected by the company. Corporate income taxes on the indirect activity is estimated on a per indirect worker basis and the observed statewide corporate income tax collections per worker. To the extent that the project will result in an increase in new households in the state, additional miscellaneous taxes and user fees have been estimated for the state. Additionally, the costs to provide state services to these new households were also estimated based on recent state expenditure data as detailed in the Appendix.

Figure 2. Annual Fiscal Net Benefits for the State of New Mexico



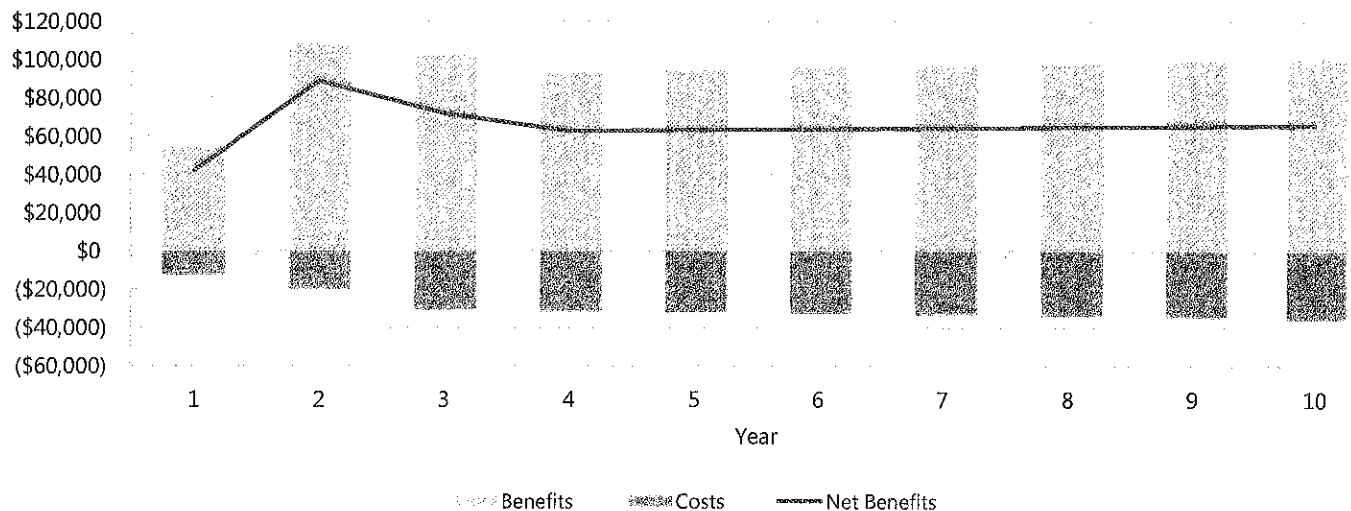
## Santa Fe

The table below displays the estimated additional benefits, costs, and net benefits to be received by the City over the next 10 years of the Project. Appendix C contains the year-by-year calculations.

Table 10. Santa Fe: Benefits, Costs, and Net Benefits Over the Next 10 Years

	Amount
Gross Receipts Taxes	\$581,478
Real Property Taxes - Project	\$26,357
FF&E Property Taxes - Project	\$3,708
Property Taxes - New Residential	\$2,227
Utility Revenue	\$135,986
Utility Franchise Fees	\$14,245
Building Permits and Fees	\$0
Lodgers Taxes	\$85,979
Miscellaneous Taxes & User Fees	\$99,942
<b>Subtotal Benefits</b>	<b>\$949,921</b>
Cost of Providing Municipal Services	(\$157,873)
Cost of Providing Utility Services	(\$140,065)
<b>Subtotal Costs</b>	<b>(\$297,938)</b>
<b>Net Benefits</b>	<b>\$651,983</b>
<i>Present Value (5% discount rate)</i>	<i>\$502,926</i>

Figure 3. Annual Fiscal Net Benefits for the Santa Fe



## Santa Fe County

The table below displays the estimated additional benefits, costs, and net benefits to be received by the County over the next 10 years of the Project. Appendix C contains the year-by-year calculations.

Table 11. Santa Fe County: Benefits, Costs, and Net Benefits Over the Next 10 Years

	Amount
Gross Receipts Taxes	\$247,087
Real Property Taxes - Project	\$92,081
FF&E Property Taxes - Project	\$12,955
Property Taxes - New Residential	\$10,114
Building Permits and Fees	\$0
Miscellaneous Taxes & User Fees	\$71,254
<b>Subtotal Benefits</b>	<b>\$433,490</b>
Cost of Providing County Services	(\$91,574)
<b>Subtotal Costs</b>	<b>(\$91,574)</b>
<b>Net Benefits</b>	<b>\$341,917</b>
<i>Present Value (5% discount rate)</i>	<i>\$262,488</i>

## Santa Fe Public Schools

The table below displays the estimated additional benefits, costs, and net benefits to be received by the school district over the next 10 years of the Project. Appendix C contains the year-by-year calculations.

Table 12. Santa Fe Public Schools: Benefits, Costs, and Net Benefits Over the Next 10 Years

	Amount
Real Property Taxes - Project	\$60,462
FF&E Property Taxes - Project	\$8,506
Property Taxes - New Residential	\$7,859
State Equalization Guarantee	\$300,403
<b>Subtotal Benefits</b>	<b>\$377,230</b>
Cost of Educating New Students	(\$179,012)
<b>Subtotal Costs</b>	<b>(\$179,012)</b>
<b>Net Benefits</b>	<b>\$198,218</b>
<i>Present Value (5% discount rate)</i>	<i>\$148,718</i>

## Benefits for Other Taxing Districts

The table below displays the estimated additional property taxes to be received by other property taxing districts over the next 10 years of the Project. Appendix C contains the year-by-year calculations.

Table 13. Other Taxing Districts: Benefits Over the Next 10 Years

	Amount
Real Property Taxes - Project	\$26,650
FF&E Property Taxes - Project	\$3,749
Property Taxes - New Residential	\$3,365
Benefits	\$33,764
<i>Present Value (5% discount rate)</i>	<i>\$25,523</i>



## City Non-Tax Incentives

The City is considering the following non-tax incentives for the Project.

Table 17. City Incentives Under Consideration

Year	Enter Incentive Description
1	\$100,000
2	\$0
3	\$0
4	\$0
5	\$0
6	\$0
7	\$0
8	\$0
9	\$0
10	\$0
Total	\$100,000

These financial incentives may be considered an investment in the Project made by the city. Four calculations analyzing possible investments were made:

1. Net Benefits - detailed above
2. Present Value of Net Benefits - detailed above
3. Rate of Return on Investment - discussed and detailed below
4. Payback Period - discussed and detailed below

The rate of return on investment calculates the average annual rate of return to the city, treating the incentives as the initial investment and the net benefits to the city as the return on investment. The payback period is the number of years that it will take the city to recover the cost of incentives from the additional revenues that it will receive as a result of the Project.

The table below shows an analysis of these incentives, including a calculation of incentives per job, rate of return, and payback period.

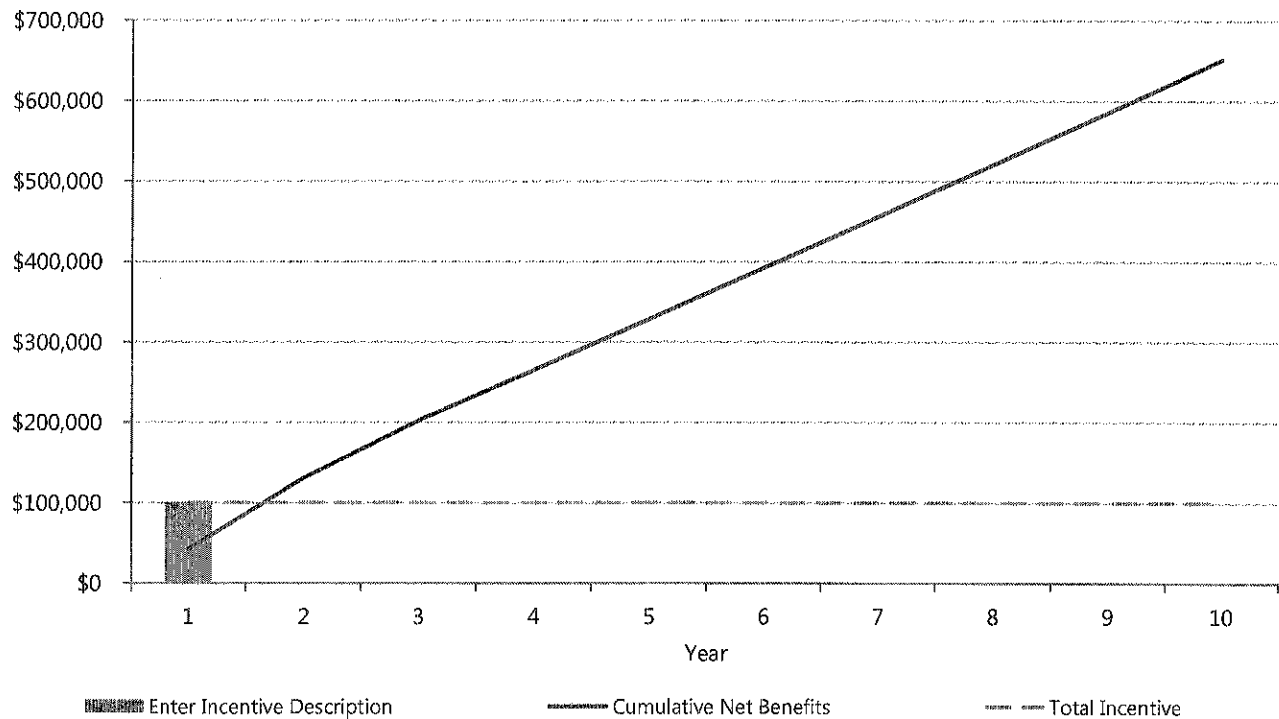
Table 18. Analysis of City Incentives

Total Non-Tax Incentive	\$100,000
Incentive Per Job	\$2,000
Rate of Return	65.2%
Payback period (years)	1.7

Note: The Rate of Return and Payback Period are calculated based on the sum of annual incentives, not the present value of the incentives.

The graph below depicts the total incentives currently under consideration versus the cumulative net benefits to the City. The intersection indicates the length of time until the incentives are paid back.

Figure 4. City Incentives Under Consideration



## State Non-Tax Incentives

The state is considering the following non-tax incentives for the Project.

Table 21. State Incentives Under Consideration

Year	Enter Incentive Description
1	\$500,000
2	\$0
3	\$0
4	\$0
5	\$0
6	\$0
7	\$0
8	\$0
9	\$0
10	\$0
Total	\$500,000

These financial incentives may be considered an investment in the Project made by the state. Four calculations analyzing possible investments were made:

1. Net Benefits - detailed above
2. Present Value of Net Benefits - detailed above
3. Rate of Return on Investment - discussed and detailed below
4. Payback Period - discussed and detailed below

The rate of return on investment calculates the average annual rate of return to the state, treating the incentives as the initial investment and the net benefits to the state as the return on investment. The payback period is the number of years that it will take the state to recover the cost of incentives from the additional revenues that it will receive as a result of the Project.

The table below shows an analysis of these incentives, including a calculation of incentives per job, rate of return, and payback period.

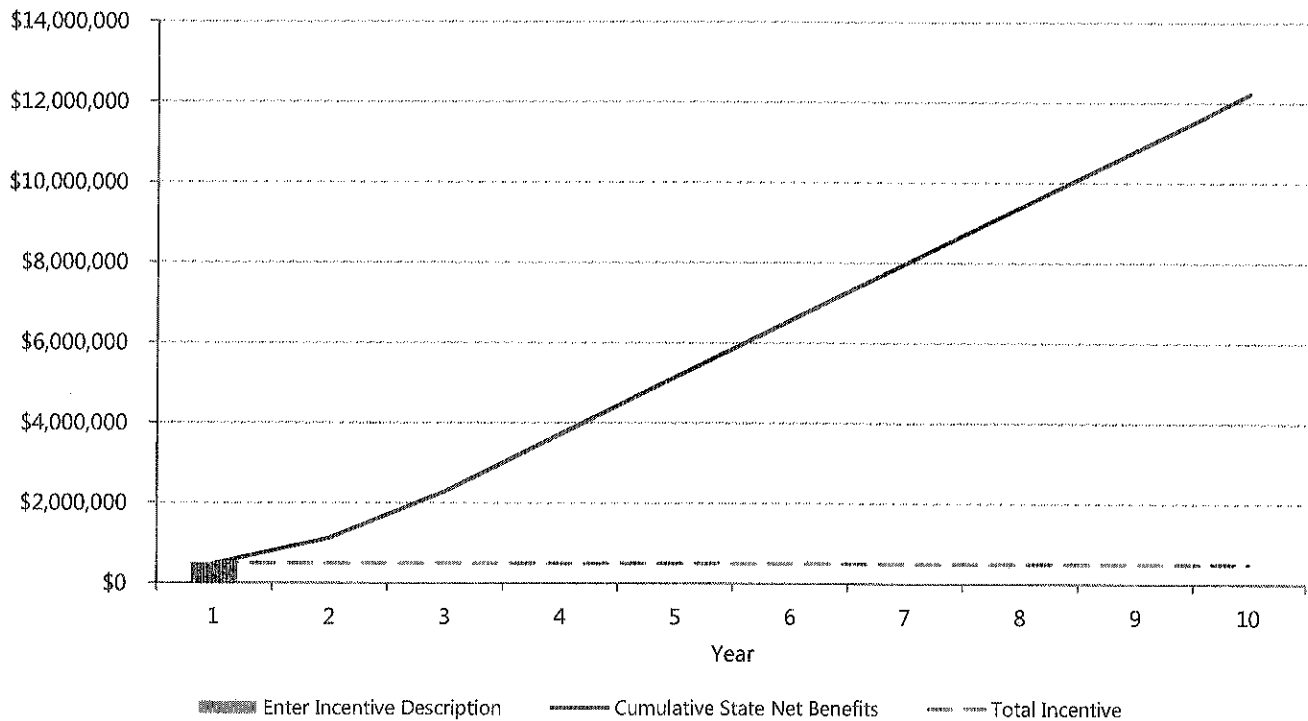
Table 22. Analysis of State Incentives

Total Non-Tax Incentive	\$500,000
Incentive Per Job	\$10,000
Rate of Return	244.4%
Payback period (years)	1.0

Note: The Rate of Return and Payback Period are calculated based on the sum of annual incentives, not the present value of the incentives.

The graph below depicts the total incentives currently under consideration versus the cumulative net benefits to the State. The intersection indicates the length of time until the incentives are paid back.

Figure 6. State Incentives Under Consideration





## Overview of Methodology

This report presents the results of an analysis undertaken by the New Mexico Economic Development Department using Total Impact, an economic and fiscal impact analysis tool developed and supported by the Austin, TX based economic consulting firm, Impact DataSource.

The Total Impact model combines project-specific attributes with community data, tax rates, and assumptions to estimate the economic impact of the Project and the fiscal impact for local taxing districts over a 10-year period.

The economic impact as calculated in this report can be categorized into two main types of impacts. First, the direct economic impacts are the jobs and payroll directly created by the Project. Second, this economic impact analysis calculates the indirect and induced impacts that result from the Project. Indirect jobs and salaries are created in new or existing area firms, such as maintenance companies and service firms, that may supply goods and services for the Project. In addition, induced jobs and salaries are created in new or existing local businesses, such as retail stores, gas stations, banks, restaurants, and service companies that may supply goods and services to new workers and their families.

The economic impact estimates in this report are based on the Regional Input-Output Modeling System (RIMS II), a widely used regional input-output model developed by the U. S. Department of Commerce, Bureau of Economic Analysis. The RIMS II model is a standard tool used to estimate regional economic impacts. The economic impacts estimated using the RIMS II model are generally recognized as reasonable and plausible assuming the data input into the model is accurate or based on reasonable assumptions. Impact DataSource utilizes county-level multipliers to estimate the impact occurring at the sub-county level.

Two types of regional economic multipliers were used in this analysis: an employment multiplier and an earnings multiplier. An employment multiplier was used to estimate the number of indirect and induced jobs created or supported in the area. An earnings multiplier was used to estimate the amount of salaries to be paid to workers in these new indirect and induced jobs. The employment multiplier shows the estimated number of total jobs created for each direct job. The earnings multiplier shows the estimated amount of total salaries paid to these workers for every dollar paid to a direct worker. The multipliers used in this analysis are listed below:

Multiplier		City	County	State
Employment Multiplier	(Type II Direct Effect )	1.3075	1.4100	1.7653
Earnings Multiplier	(Type II Direct Effect )	1.2012	1.2683	1.5009

### Calculation of Fiscal Impact

#### *Calculation of Revenues for the State*

The state's revenues from gross receipts taxes, property taxes, personal and corporate income taxes were estimated directly using data entered about the project and state tax rates and assumptions about workers moving to the area and possibly building new property.

Impact DataSource estimated the miscellaneous taxes and user fees as a function of statewide personal income. The data used to estimate these factors were obtained from the US Census of Governments and the Bureau of Economic Analysis. Next, these percentages were applied to the total increase in workers' earnings from the economic impact calculations to determine the annual miscellaneous taxes and user fees to be collected by the state related to the permanent increase in economic activity supported by the project.

The fiscal costs associated with the project result from the portion of new worker households that relocate to New Mexico to take a job and the resulting costs to provide state services to these new residents. Impact DataSource estimated the cost of providing state services to new worker households moving to the state by applying the average per household cost of state expenditures to the estimated number of new workers new to the state.

Impact DataSource determined the marginal cost to provide state government services on per household in the state by using approximately 40% of the average cost. The data used to estimate these costs were obtained from the US Census of Governments and US Census. On average, the state incurs \$5,000 in costs to provide these services to households.

#### *Calculation of Revenues for the City*

The city's revenues from gross receipts taxes, property taxes, city-owned utilities, utility franchise fees, lodging taxes, and building permits and fees were estimated directly using data entered about the project and local tax rates and assumptions about workers moving to the area and possibly building new property.

The new firm was not asked for nor could reasonably provide some data for calculating some other revenues for the city. For example, while the city will likely receive revenues from fines paid on speeding tickets given to new workers at the firm, the firm may not reasonably know the propensity of its workers to speed. Therefore, some other city revenues were calculated using an average revenue approach. This approach uses two assumptions:

- 1 - The city has two general revenue sources -- revenues from residents and revenues from businesses.
- 2 - The city will collect (a) about the same amount of other revenues from each household of new workers that may move to the city as it currently collects from an average household of existing residents, and (b) about the same amount of other revenues from the new firm (on a per worker basis) will be collected as the city collects from other businesses in the city.

Using this average revenue approach, revenues likely to be received by the city were calculated from the households of new workers who may move to the city and from the new firm using average city revenues per household and per worker calculations. These revenues are labeled as miscellaneous taxes and user fees.

The total annual city revenues used to make average revenue calculations in this analysis were obtained from the city's latest annual budget and the per household and per worker and calculations are detailed in Appendix A.

#### *Calculation of Costs for the City*

This analysis sought to answer the question, what additional monies will the city have to spend to provide services to households of new workers who may move to the city and to the firm. A marginal cost approach was used to calculate additional city costs from the new firm and its workers.

This approach uses two assumptions:

- 1 - The city spends money on services for two general groups -- residents and businesses.
- 2 - The city will spend (a) about the same amount for variable or marginal cost for each household of new workers that may move to the city as it currently spends for an average household of existing residents, and (b) about the same amount for variable or marginal costs for the new firm (on a per worker basis) as it spends for other businesses in the city.

#### *Calculation of Net Benefits for the City*

Net benefits calculated in this analysis are the difference between additional city revenues over a ten-year period and additional city costs to provide services to the new firm and its workers and indirect workers who may move to the city.

*Calculation of Revenues, Costs and Net Benefits for the County*

The model estimates additional revenues, costs and net benefits for the county using the same methodology described for the city relying on county budget data.

*Calculation of Revenues for Public Schools*

The school district's revenues from property taxes were calculated on the new residential property for some new direct and indirect workers who may move to the county and on the firm's property that will be added to local tax rolls.

However, school district revenues from state and federal funds and other local funding were calculated using an average revenue approach. This approach used the assumption that the school district will collect about the same amount of these revenues for each new student in the household of a new worker who may move to the county as it currently collects for each existing student.

*Calculation of Costs for Public Schools*

A marginal cost approach was used to calculate additional school district costs from the new firm and its workers. This approach uses the assumption that the school district will spend about the same amount for variable or marginal cost for each new student as it spends for each existing student.

*Calculation of Net Benefits for Public Schools*

Net benefits calculated in this analysis are the difference between additional school district revenues over a ten-year period and marginal costs for the school district to provide services to students in the households of new workers who may move to the county.

The school district's total annual revenues and expenses to make average revenue and marginal costs calculations in this analysis were obtained from the school district's latest annual budget.

*Calculation of Property Taxes to be Collected by Countywide Special Taxing Districts*

Revenues for countywide special taxing districts from property taxes were calculated on the new residential property for some new direct and indirect workers who may move to the county and on the firm's property that will be added to local tax rolls.

While each of these special taxing districts may incur additional costs from new residents and from the new firm, these additional costs were not calculated in this analysis.

## About Impact DataSource

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Impact DataSource is an Austin economic consulting, research, and analysis firm founded in 1993. The firm has conducted over 2,500 economic impact analyses of firms, projects, and activities in most industry groups in New Mexico and more than 30 other states.

In addition, Impact DataSource has prepared and customized more than 50 economic impact models for its clients to perform their own analyses of economic development projects. These clients include the Frisco EDC in Texas and the Metro Orlando (Florida) Economic Development Commission.



## Attachment D

### Descartes Labs, Inc.

### Sample Affidavit Quarterly Report

#### *Affidavit*

Whereas agreed to in the Project Participation Agreement (PPA) dated XXX between the City of Santa Fe (City) and Descartes Labs, Inc. (QE), the QE will provide quarterly reports in the form of a signed affidavit indicating how the QE has met the Job Creation Schedule in PPA's Attachment A, I, Mark Johnson, CEO, of Santa Fe, New Mexico make an oath and say that:

1. As of XXX (date) the QE was still in the construction phase of the project and has not begun hiring additional employees.
2. The number of workers in construction jobs on this project was XXX FTE. (contractor states full time as 32 hours per week) and XXX workers part time.
3. The average rate of pay for all construction workers on this project was XXX per hour/per year.
4. Certification of Non-Interest: I, Mark Johnson, certify to the City that no member, officer or employee of the City or its designees or agents, no member of the governing body of the locality of which the program is situated, and no other public official that exercises any functions or responsibilities with respect to the Project during his/her tenure, or for one year thereafter, shall have any interest, direct or indirect, in the QE or any contract or subcontract, or the process thereof, for work to be performed in conjunction with the Project that is the subject of this agreement.

I SWEAR OR AFFIRM THAT THE ABOVE AND FOREGOING REPRESENTATIONS ARE TRUE AND CORRECT TO THE BEST OF MY INFORMATION, KNOWLEDGE AND BELIEF.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mark Johnson, CEO and President of  
Descartes Labs, Inc.

SUBSCRIBED AND SWORN TO ME

On the \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_

## **Attachment E**

### **INTERGOVERNMENTAL AGREEMENT NEW MEXICO ECONOMIC DEVELOPMENT DEPARTMENT AND THE CITY OF SANTA FE, NEW MEXICO**

This Intergovernmental Agreement ("Agreement") is entered into as of the date of the last signature affixed below by and between the New Mexico Economic Development Department ("EDD") and the City of Santa Fe, a municipal corporation of the State of New Mexico ("City"), collectively referred to as the "Parties," with reference to the following facts.

#### **SECTION 1. RECITALS:**

**WHEREAS**, the New Mexico State Legislature enacted Laws 2014, Chapter 63, Section 5, Subsection 33 which appropriated ten million dollars (\$10,000,000) to EDD "[f]or economic development projects pursuant to the Local Economic Development Act" (the "Appropriation"); and

**WHEREAS**, the purpose of the Local Economic Development Act, NMSA 1978 §§ 5-10-1 through 5-10-13 (2007) ("LEDA"), is to provide "public support for economic development to foster, promote, and enhance local economic development efforts..."; and

**WHEREAS**, the City has adopted LEDA by Ordinance 2004-42 which established the City's Economic Development Plan that promotes economic development within the City and Ordinances Nos. 2008-42 and 2018-\_\_\_\_\_ amending the Economic Development Plan Ordinance; and

**WHEREAS**, the City has adopted Ordinance No. \_\_\_\_\_ ("Ordinance") to approve the economic development project ("Project") to secure the expansion of Descartes Labs, Inc., a Delaware corporation ("Descartes") within the City; and

**WHEREAS**, the City has entered into a Local Economic Development Project Participation Agreement (“PPA”) with Descartes Labs, Inc. and, pursuant to the terms of that PPA, Descartes Labs, Inc. will provide a substantive contribution in exchange for the public contribution. A copy of the PPA and any amendments are attached hereto as **Exhibit A**; and

**WHEREAS**, the EDD and the City desire to enter into this Agreement to facilitate disbursement of funds for the Project;

**NOW THEREFORE**, the Parties do hereby agree to the following terms and conditions to accomplish the Project.

## **SECTION 2. PURPOSE OF AGREEMENT:**

The purpose of this Agreement is to place the primary responsibility on the City to oversee and administer the appropriation for the Project. It is the intent of the Parties that the EDD will transfer an amount not to exceed Seven Hundred Thousand Dollars (\$700,000.00) (the “Funds”) from the Appropriation to the City for expenditures made to implement the Project. The Parties agree that any and all State Funds received by the City will be accounted for by the City as the fiscal agent for the EDD in accordance with the procedures the City will use to account for its own funds and property used to implement the Project, or any properties acquired or developed by the City as a result of implementation of the Project will be used by the City for economic development purposes only.

## **SECTION 3. SCOPE OF WORK:**

The City will act as fiscal agent for the appropriation supporting the Project. EDD will transfer an amount not to exceed Seven Hundred Thousand Dollars (\$700,000.00)

from the Appropriation to the City for expenditures made to implement the Project, pursuant to the LEDA statutes. In exchange for the appropriation, Descartes Labs, Inc. will create 50-70 new jobs and contribute up to Four Million Two Hundred Nine Thousand Dollars (\$4,209,000) in capital investment within five years after the execution of this Agreement. On June 30, 2017, Descartes' starting headcount was 20 full-time jobs, so the starting headcount for this Project is the net jobs above 20 jobs. The EDD expressly agrees that "new" jobs are those jobs created by Descartes on or after July 1, 2017. The City will quarterly review the Project timeline and progress until the five-year anniversary of this Agreement or until the City certifies to the EDD that the requisite Economic Development Goals have been completed to the City's satisfaction or that the EDD contribution of no greater than \$700,000 in Funds has been reimbursed to EDD. In the event that Descartes Labs, Inc. falls below the hiring target in any given period, reimbursements will be suspended until hiring target is achieved and sustained for at least ninety (90) days.

The EDD and the City agree that failure of Descartes Labs, Inc. to make its required contribution, as defined in the PPA, will result in a violation of the terms and conditions of the PPA. Such violation, after any cure period granted, will require that the City foreclose on the security interest. All the terms, conditions, and requirements set forth under the PPA are incorporated into this Agreement by reference. All state funds recaptured from Descartes by the City shall be returned to EDD within 60 days.

#### **SECTION 4. CITY OF SANTA FE RESPONSIBILITIES:**

The City shall:

1. Submit all documentation supporting expenditures made to implement the Project in a format acceptable to the City. The City shall notify the EDD in

writing of any default by Descartes Labs, Inc. within 30-60 days of the event of default, as defined in the PPA (“Default”);

2. Serve as fiscal agent for the Funds transferred to it under this Agreement;
3. Complete all of the following goals identified in this Agreement within the time limits agreed upon by the Parties:
  - a. Account for receipts and disbursements of reimbursed Funds;
  - b. Provide the EDD with the required financial documentation pertaining to this disbursement; and
  - c. Submit all required and reasonably requested documentation to the EDD, including the endorsed LEDA Ordinance approved by the City Council accepting the Project for Descartes as a qualifying entity pursuant to LEDA. Such documentation shall include a fully executed copy of the Descartes Labs’ security interest, and copies of invoices and other documentation as required by the EDD within the time required; and
4. Not impose any obligations on EDD with respect to the administration of this Project, other than the reimbursement of Funds described in this Agreement; and
5. Monitor job creation by Descartes Labs, Inc. and report the number of jobs created each quarter to EDD for a period of five years after this Agreement has been fully executed . Quarterly reports shall include a copy of FORM ES-903 (or any form substituted therefore by the State) provided by

Descartes Labs, Inc. to the City, on file with the New Mexico Department of Workforce Solutions.

The Parties have created a schedule as listed in Attachment A of the PPA, which is hereby incorporated into this Agreement and made a part hereof by this reference as though set forth in full.

#### **SECTION 5. CITY CERTIFICATIONS:**

As fiscal agent, the City hereby assures and certifies that:

1. It will comply with all applicable State laws, regulations, policies, guidelines, and requirements with respect to the acceptance and use of State funds;
2. It has the legal authority to receive and expend the funds;
3. It will enforce the provisions of Ordinance No. \_\_\_\_\_ approving the Project;
4. It has exercised due diligence in certifying that the Project is a viable economic development initiative with potential long-term economic development benefits;
5. It will provide the EDD documentation and references to expertise it has relied upon in approving this Project upon receipt thereof or reliance thereupon and copies of reports and documentation it receives from Descartes;
6. It has entered into a PPA and has obtained all financial documentation necessary to protect the City's and the State's investments in this project;
7. It shall not at any time during the life of this Agreement convert any property acquired or developed pursuant to this Agreement to uses other

than those within the Project description as defined in Section 2 - Purpose of Agreement and Section 3 - Scope of Work, stated above;

8. It will notify the EDD of any Default within 60 days of an event of Default. Further, the City shall provide the opportunity for any Default to be cured by Descartes Labs, Inc., in accordance with the PPA prior to termination thereof;
9. No member, officer, or employee of the City or its designees or agents, no member of the governing body of the locality of which the program is situated, and no other public official that exercises any functions or responsibilities with respect to the Project during his/her tenure, or for one (1) year thereafter, shall have any interest, direct or indirect, in any contract or subcontract, or the process thereof, for work to be performed in connection with the Project that is the subject of this Agreement. The City shall require Descartes to incorporate in all contracts or subcontracts a provision prohibiting such interest pursuant to this certification; and
10. It has complied with Article IX, Section 14 of the New Mexico Constitution, known as the "anti-donation clause."

#### **SECTION 6. EDD RESPONSIBILITIES:**

EDD shall:

1. Transfer an amount not to exceed Seven Hundred Thousand Dollars (\$700,000.00) from the Appropriation to the City for expenditures made to implement the Project; and

2. At the EDD's discretion, review and audit the Project if it is deemed to be necessary or desirable.

#### **SECTION 7. TERM OF AGREEMENT:**

This Agreement shall become effective on the date it is fully executed and shall terminate when Descartes Labs, Inc. documents to the City's satisfaction that the required Economic and Development Goals, as defined in the PPA, have been satisfied, or until the PPA is otherwise terminated or expires, whichever occurs earlier.

#### **SECTION 8. LIABILITY:**

No Party shall be responsible for liability incurred as a result of the other Party's acts or omissions. Any liability incurred in connection with this Agreement is subject to the immunities and limitations of the New Mexico Tort Claims Act, NMSA 1978, §§ 41-4-1, *et seq.* The Parties may agree to reimburse one another under these liability provisions, subject to sufficient appropriation by the New Mexico Legislature or sufficient funds being available to the Party, as determined by the Party responsible for payment.

#### **SECTION 9. DISPOSITION OF PROPERTY; RECORDS; RETURN OF SURPLUS FUNDS:**

1. Property purchased under this Agreement for the Project shall remain with the purchasing party unless otherwise agreed upon.
2. The City Finance Department shall keep such records as will fully disclose the amount and disposition of the total funds from all sources budgeted for the Project, the purposes for which such funds were used, and such other records as the EDD may require.



3. If, upon the expiration of the Project or the termination date of this Agreement, any surplus Funds are possessed by the City, the City shall return said Funds to the EDD for disposition in accordance with law.

#### **SECTION 10. STRICT ACCOUNTABILITY:**

The City Finance Department shall be strictly accountable for receipts and disbursements relating hereto and shall make all relevant financial records available to EDD and the New Mexico State Auditor quarterly or upon request, and shall maintain all such records for a period of six (6) years following completion of all the records and any audits.

#### **SECTION 11. REPORTS:**

The City shall submit to the EDD the quarterly employment report in the form of an affidavit signed by an officer of Descartes Labs, Inc., which Descartes Labs, Inc. is required to submit quarterly to the City. The City Office of Economic Development shall submit to the EDD the quarterly reports that Descartes Labs, Inc. is required to submit to the City, including copies of Form ES-903 (or any form substituted therefor by the State), filed by Descartes Labs, Inc. with the New Mexico Department of Workforce Solutions. The City Office of Economic Development shall submit to the EDD a final report respecting direct and indirect job creation and retention attributable to the State appropriation on or before the termination of this Agreement. The Final Report shall contain a description of work accomplished, the methods and procedures used, a detailed

budget breakdown of expenditures, a description of any problems or delays encountered and the reasons therefore, and such other information as may be requested by the EDD.

**SECTION 12. NOTICES; REPRESENTATIVES OF THE PARTIES:**

Any notice required to be given to a Party by this Agreement shall be in writing and shall be delivered in person, by courier service, or by U.S. Mail, either first class or certified, return receipt requested, postage prepaid, as follows. The Parties hereby designate the individuals named below as their representative responsible for overall administration of this Agreement.

If to the EDD:

Attn: Juan Torres  
NM Economic Development  
Department  
Financial Development Team Leader  
Joseph Montoya Building  
1100 St. Francis Drive  
Santa Fe, New Mexico 87505  
*Juan.torres@state.nm.us*

If to the City:

Attn: Matthew Brown  
Director, Office of Economic  
Development  
500 Market Station, Suite 200  
Santa Fe, New Mexico 87504  
*mpbrown@ci.santa-fe.nm.us*

**SECTION 13. AMENDMENTS:**

This Agreement shall not be altered, changed, or amended, except by instrument in writing executed by all of the Parties hereto.

**SECTION 14. GOVERNING LAW:**

This Agreement shall be governed by the laws of the State of New Mexico.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date of the last signature affixed below.

CITY OF SANTA FE:

\_\_\_\_\_  
Javier M. Gonzales, Mayor

ATTEST:

\_\_\_\_\_  
Yolanda Y. Vigil, City Clerk

APPROVED AS TO FORM:

*Kelley A. Brennan (Assistant City Attorney)*  
\_\_\_\_\_  
Kelley A. Brennan, City Attorney

Approved:

*Adam Johnson* 11/22/17  
\_\_\_\_\_  
Adam Johnson, Finance Director

NEW MEXICO ECONOMIC DEVELOPMENT DEPARTMENT

By: \_\_\_\_\_

Matthew Geisel, Cabinet Secretary

Date: \_\_\_\_\_

By: \_\_\_\_\_

David Mathews

Its: General Counsel, certifying legal sufficiency

## Attachment F

### Descartes Labs, Inc.

#### LEDA Disbursement Schedule

Date	Disbursement Amount	Disbursement Performance Milestone
June 30, 2018	\$420,000 (State - \$400,000; City - \$20,000)	Obtain Certificate of Occupancy
June 30, 2019	\$120,000 (State - \$90,000; City - \$30,000)	Hire 36 additional employees for a total Headcount of 56.
June 30, 2020	\$50,000 (City)	Hire 45 additional employees for a total Headcount of 65.
January 1, 2021	\$10,000 (State)	Maintain a total of 70 total headcount for 6 months and complete an end of project review.
BONUS	\$10,000 per employee up to a total of \$200,000 (State)	Every new employee over a total headcount of 70 maintained in position for 6 months prior to June 30, 2022.