

**ECONOMIC DEVELOPMENT ADVISORY COMMITTEE
WEDNESDAY, JULY 2, 2025, 11:00 AM
CITY HALL, COUNCILORS CONFERENCE ROOM
200 LINCOLN AVE., SANTA FE, NM**

1. CALL TO ORDER

The meeting of the Economic Development Advisory Committee was called to order by Councilor Jamie Cassutt, Chair, at 11:05 am on Wednesday, July 2 2025, at City Hall, in the Councilors Conference Room, 200 Lincoln Ave., Santa Fe, New Mexico.

2. ROLL CALL

MEMBERS PRESENT

Ondine Frauenglass
Kenneth Resnick
David Perez, virtually
George Gamble
Kathy Rivera
Ava Salman
Myriah Tomar
Sierra Cruz. virtually
Councilor Jamie Cassutt, Chair
(One vacancy)

OTHERS PRESENT

Johanna Nelson, Director, Economic Development
Casey Dalbor, Business Growth Manager

3. APPROVAL OF AGENDA

MOTION A motion was made by Ms. Tomar, seconded by Ms. Frauenglass, to approve the agenda as presented.

VOTE The motion passed on a roll call vote as follows:

Ms. Frauenglass, yes; Mr. Resnick, yes; Ms. Rivera, yes; Mr. Gamble, yes; Mr. Perez, yes; Ms. Salman, yes; Ms. Cruz, yes; Ms. Tomar, yes; Chair Cassutt, yes.

4. APPROVAL OF CONSENT AGENDA

None.

5. APPROVAL OF MINUTES

A. APPROVAL OF THE JUNE 4, 2025, ECONOMIC DEVELOPMENT ADVISORY COMMITTEE MINUTES

MOTION A motion was made by Mr. Gamble, seconded by Mr. Resnick, to postpone the approval of the minutes to the August meeting.

VOTE The motion passed on a roll call vote as follows:

Ms. Frauenglass, yes; Mr. Resnick, yes; Ms. Rivera, yes; Mr. Gamble, yes; Mr. Perez, yes; Ms. Salman, yes; Ms. Cruz, yes; Ms. Tomar, yes; Chair Cassutt, yes.

6. ACTION ITEMS: CONSENT AGENDA

None.

7. ACTION ITEMS: DISCUSSION AGENDA

None.

8. PRESENTATIONS

A. SMALL BUSINESS NAVIGATOR PROGRAM UPDATE

Ms. Nelson said we launched the program with a soft launch a couple of weeks ago. We are open to comments and feedback.

Ms. Nelson gave a history of the funding and process of beginning the program. The purpose of the program is make a coordinated effort so that entrepreneurs can reach out to a navigator for resources and referrals to help them with their needs. It will be one-on-one assistance and will be tracked in a database that is available to us. New Mexico State University Arrowhead has hired a coordinator who will be the navigator.

We are also creating a local online map or directory of local providers to assist businesses and entrepreneurs with needs. There will be outreach that included upcoming events as well. The website will launch in August.

There was discussion regarding program, coordination, bilingual services, a standardized process for assistance and a method of providing introduction to business information.

Mr. Resnick said this is funded with AARP money. That is going away. Is the program sustainable.

Ms. Nelson said we are setting this up to be a template for continuation. It is doable by adjusting our budget. We are covered financially for one and a half years.

Mr. Resnick said it would be nice to get an update every six months on how this program is going and if it is successful.

There was discussion on reporting on the success of the program, evaluation of the program, funding and tracking of information.

B. STEERING COMMITTEE DISCUSSION AND STRATEGIC ACTION PLAN (SAP) WORKING SESSION

Mr. Dalbor said this item is to form the Steering Committee so that they can meet following this meeting. Please let us know if you are interested in serving on the Steering Committee. Only three Committee members can serve in order to keep us from having a quorum. An email regarding the Steering Committee was send out on June 24th.

Chair Cassutt said this committee will set monthly agendas and items for EDAC to discuss or hear. They will also plan two meetings for open discussions.

Chair Cassutt asked if there was anyone who wanted to serve on the Steering Committee.

Ms. Frauenglass, Mr. Perez and Mr. Resnick volunteered to serve on the Steering Committee.

All of the EDAC Committee members agreed with that group.

Mr. Dalbor said we will finish this meeting and then the Steering Committee will meet.

9. PUBLIC COMMENT

None.

10. MATTERS FROM STAFF

Mr. Dalbor reported that LEDA is moving along. We will be actively moving forward in 26. They are doing wonderful things with JTIP. We are creating a pipeline and are in the beginning stages. If you hear or know of an infrastructure projects,

heavy hiring projects or new businesses, please send that information to him to put in the pipeline. The goal is to reach out and let these businesses know that OED is here and wants to help them.

There was discussion around information needed, the process, that the pipeline included pre-development, expansion, development etc.

Mr. Perez said there are needs that are not being met such as healthcare personnel. Is that a concern.

Ms. Nelson said we are in the process of updating our workforce development program. Healthcare is a big concern. We are happy to add updates on that to the agenda.

There was discussion around JTIP and hiring clarity.

Mr. Perez said he suggests we invite one or two of these companies in to talk about how JTIP helped them.

Mr. Dalbor said he will follow up with more information for the committee and the idea of inviting a couple of businesses to a meeting.

Mr. Dalbor said we are going to start doing office hours downtown. He will send everyone the schedule. We are also going to do an after hours office hours online and it will be bilingual.

Ms. Nelson gave a report of events going on and coming up, vacancies in staff the orange barrel report and the shop local effort.

There was discussion about affordable housing, pallet shelters and coordinating efforts.

11. MATTERS FROM THE COMMITTEE

None.

12. MATTERS FROM THE CHAIR

None.

13. NEXT MEETING:

A. AUGUST 6, 2025, 11:00 AM - 1:00 PM

14. ADJOURN

There being no further business before the Committee, the meeting adjourned at 12:15 pm.

Councilor Jamie Cassutt, Chair

Elizabeth Martin, Stenographer