

**ECONOMIC DEVELOPMENT ADVISORY COMMITTEE
WEDNESDAY, JUNE 4, 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 11:02 am on Wednesday, June 4, 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
Myrriah Tomar
Sierra Cruz
Councilor Jamie Cassutt, Chair
(One vacancy)

MEMBERS ABSENT

Michael Davis

OTHERS PRESENT

Elisa Montoya, Director, Community Development Department
Johanna Nelson, Director, Economic Development
Casey Dalbor, Business Growth Manager
Lizzy Portillo, Economic Development
Kevin Bowen, Executive Director, Human Rights Alliance

3. APPROVAL OF AGENDA

MOTION A motion was made by Ms. Frauenglass, seconded by Ms. Rivera, 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 MARCH 12, ECONOMIC DEVELOPMENT ADVISORY COMMITTEE MINUTES

MOTION A motion was made by Mr. Gamble, seconded by Ms. Frauenglass, to approve the March 12th minutes 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.

B. APPROVAL OF THE APRIL 2 , ECONOMIC DEVELOPMENT ADVISORY COMMITTEE MINUTES

MOTION A motion was made by Mr. Gamble, seconded by Ms. Rivera, to approve the April 2nd minutes 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.

C. APPROVAL OF THE MAY 7, ECONOMIC DEVELOPMENT ADVISORY COMMITTEE MINUTES

Ms. Tomar said her last name is shown as Thomas throughout the minutes. She was also excused from the meeting.

Ms. Salman said her last name is misspelled as Salmon, throughout the minutes.

MOTION A motion was made by Ms. Frauenglass, seconded by Mr. Perez, to approve the minutes of May 7th as amended.

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. HUMAN RIGHTS ALLIANCE (HRA) UPDATE

Mr. Bowen gave a PowerPoint presentation entitled Equal Grounds, that included an update of the HRA's work with the City in public engagement and meetings.

Mr. Dalbor said our hope is from with work, we can develop a mission statement for the City and a City policy with training through HR.

Ms. Montoya joined the meeting and introduced herself as the new Director of the Community Development Department. She gave an overview of the Department.

B. UPDATE ON BROADBAND: ARPA DEPLOYMENT, WIFI ACCESSIBILITY PROJECTS, AND STRATEGIC ACTION PLAN.

Ms. Portillo gave a PowerPoint presentation that included an update on broadband, the Office of Economic Development mission and team, the strategic plan and next steps.

There was discussion around broadband coverage, service providers and what area they cover, how to expand and fund, outreach, education, digital equity and policy.

9. PUBLIC COMMENT

None.

10. MATTERS FROM STAFF

Mr. Dalbor reminded the Committee that we have a vacancy of the Council. If

you have any recommendations please contact him.

Mr. Dalbor reviewed the process for appointment and reappointment.

Ms. Nelson shared her screen and reviewed her report regarding activities, upcoming events and other information.

11. MATTERS FROM THE COMMITTEE

A. STRATEGIC ACTION PLAN (SAP) ACTION ITEMS

Chair Cassutt said the draft was sent to the Council members. Staff did a good job of incorporating our feedback. Let's email out the revised version so we can look at it together. The plan calls for quarterly steering committee meetings, the continuation of our 2 hour regular meetings and 2 unstructured meetings to allow for open discussion of topics and projects by Council members.

Chair Cassutt gave an overview of a PowerPoint presentation on the plan.

There was discussion of the role of the Council, structure of the steering committee, priorities, the roll of staff, what priorities of the Economic Development Department are lacking support at this time, and what the City needs and how EDAC can help to flesh out some of that.

Mr. Perez said he thinks it is how can we support Director Nelson with our input that is important. Creating new initiatives and priorities that are not in the OED plans is something we need to be cautious with so we are not heaping work on an already short staffed and over worked team.

Chair Cassutt asked is this something we want to try or do we need a steering committee. Do our current meetings fit the need.

Ms. Rivera said she thinks the steering committee is a good idea as well as the open sessions. She supports Mr. Perez's comments.

Ms. Cruz said she also supports Mr. Perez's comments.

Mr. Perez said maybe Johanna can come to our meeting and tell us where she needs help. The steering committee can organize that for EDAC.

Ms. Nelson said maybe bake in a significant amount of time for discussion around what we have going on, input and guidance. EDAC could identify Ordinances that need to be worked on and work on that with the Councilor Chair to improve them.

Chair Cassutt said think about if you want to be on the steering committee. At the next meeting, we will vote on that and give it a go. We can adjust the plan and our implementation as we go. We will formally adopt the plan at the July meeting.

12. MATTERS FROM THE CHAIR

None.

13. NEXT MEETING

A. JULY 2, 11:00 AM - 1:00PM.

14. ADJOURN

There being no further business before the Committee, the meeting adjourned at 1:00 pm.

Councilor Jamie Cassutt, Chair

Elizabeth Martin, Stenographer