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3 The following are summary minutes for the meeting of the **City of Las Cruces –**  
4 **Economic Development Policy Review Committee** on December 14, 2022. The  
5 meeting was held at City Hall, 700 N. Main, Las Cruces, New Mexico in the Las Cruces  
6 Conference Room 2007A.

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8 **Members Present:**

9 Kasandra Gandara, Mayor Pro-Tem  
10 Tessa Abeyta-Stuve, City Councilor  
11 Yvonne Flores, City Council  
12 Ana Berrun  
13 Debbi Moore, Member - Chamber of Commerce  
14

15 **Members Absent:**

16 Connie Campos  
17 Kathryn Hansen, Member - NMSU  
18 Davin Lopez, Member - MVEDA  
19 Mary Ulrich, Member - DACC  
20

21 **Others Present:**

22 Elizabeth Teeters, Economic Development Director  
23 Dania Soto, Executive Assistant  
24 Chris Faivre, Interim Destination Downtown Administrator  
25 Irene Parra, Interim Small Business Administrator  
26 Sergio Ruiz, Policy Analyst  
27 Ikani Taumoepeau, Assistant City Manager  
28 Cilicia Villegas, Economic Development Coordinator  
29 Tim Pitts, Deputy Director Building Development  
30 Larry Nichols, Community Development Director  
31 Christine Rivera, City Clerk  
32 Monica Torres, Economist  
33 Gabe Ortiz  
34

35 **I. Call to Order:** Councilor Flores called the meeting to order at approximately 9:10  
36 a.m.

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38 **II. Conflict of Interest:** There was no conflict of interest.  
39

40 **III. Minutes for Approval:**

41 **a. Economic Development PRC Meeting of October 19, 2022:** Minutes  
42 were approved.  
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44 **b. Economic Development PRC Meeting of November 16, 2022:** Minutes  
45 were approved.  
46

1 **IV. Discussion:**

2 **a. Fast Track Permitting Process:**

3 Cilicia Villegas reported on the information gathering that has been done  
4 to this point. Community Development and Economic Development  
5 Departments will be the main implementers of this program to establish  
6 general guidelines and minimum qualification standards for the program to  
7 help accelerate the permitting process to help promote businesses. To be  
8 eligible for the program, businesses must provide at least 40 full-time jobs  
9 over a two-year period and/or buildings of at least 20,000 square feet.  
10 Others may be evaluated for the program on a case-by-case basis  
11 through the Economic Development Department. Ms. Villegas and Larry  
12 Nichols provided a rundown of the requirements and process for program  
13 participants. There was discussion about trying to define the total amount  
14 of time before a permit is issued using this program and how to market it  
15 to small businesses as well as large.

16  
17 **b. Renovate Main Street:**

18 Chair Flores suggested postponing discussion until the next meeting.  
19 Chris Faivre discussed this program after discussion regarding the ARPA  
20 funds concluded. This program is a building improvement matching grant  
21 program to incentivize private investment in the Downtown area. The  
22 relevant boundaries are El Paseo and Main to Picacho and Main at the  
23 south and north ends, and Campo and Alameda on the east and west  
24 sides. Mr. Faivre discussed the qualified improvements for participation in  
25 the program. The program works on a reimbursement basis and the City  
26 would like to reduce the required amount that a business is required to  
27 pay from \$25,000 to \$12,500 and increase the reimbursement to twice the  
28 amount the owner has paid. Members discussed inflation and the  
29 possibility that the owner's contribution should be reduced to \$10,000.

30  
31 **c. Small Business Storefront Repair Program using ARPA Funds:**

32 Chris Faivre of Economic Development informed the members that there  
33 are about \$400,000 unencumbered from the last ARPA process. He  
34 discussed that the City wishes to use a program in Seattle as a model to  
35 help local small businesses repair damage to their premises caused by  
36 vandals during the Covid emergency. Applicants could receive up to  
37 \$2,000 each. Mr. Faivre discussed who will be eligible and the  
38 requirements for applicants to meet. Requiring police reports of vandalism  
39 and how to ensure that the funds are used as intended were discussed.  
40 There was a concern that the Federal Government will require the money  
41 returned if they do not agree with its use.

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43 **V. Recommendation:** None

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45 **VI. Future Discussion:**

- 46 **a. City's Strategic Plan**  
47 **b. Municipal Land Sale Ordinance**  
48 **c. Retail LEDA**

- d. IRB Spec Policy
- e. MRA State Statute Change
- f. Next Meeting: January 18, 2023

Members briefly discussed these subjects, how to prepare for the next meeting's discussions, and in what order they should be discussed.

**VII. Adjournment: The meeting adjourned at approximately 10:49 a.m.**

\_\_\_\_\_  
Chairperson

Approved: \_\_\_\_\_

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