

QUARTERLY BOARD OF DIRECTOR'S MEETING

ENMU-Roswell

October 10, 2014

MINUTES

1. Call to Order:

The quarterly meeting of the Board of Directors of the Southeastern New Mexico Economic Development District/COG was called to order by Board President Marilyn Burns at 10:05 a.m.

2. Pledge of Allegiance

3. Roll Call and Introductions of Guests:

The following member governments were represented by Directors or Alternates:

MEMBER GOVERNMENTS

Eddy County-Bill Morris, Community Director/
Alternate

Lea County-David Gasch, Planner/Alternate

Lincoln County-Dallas Draper, Commissioner

Alamogordo-Al Hernandez, Commissioner

Artesia-Phil Burch, Mayor

Capitan-Dennis Haskell, Mayor

Carlsbad-Nick Salcido, Councilor

Carrizozo-Yovanne Lucero, Trustee

Cloudcroft-Dave Venable, Mayor

Corona-Sam Seely, Trustee

Eunice-Marty Moore, City Mgr/Alternate

Hagerman-Connie Andrews, Councilor

Hope-Rudy Sales, Public Works Director

Loving-Pete Estrada, Mayor

Lovington-James Williams, City Mgr

Roswell-Dennis Kintigh, Mayor

Ruidoso Downs- Gary Williams, Mayor

Tatum-Marilyn Burns, Mayor

Tularosa-Ray Cordova, Mayor

NON-GOVERNMENT MEMBERS

Eddy County-Private Sector-Jim Grantner

Otero County-Private Sector-Bill Mershon

**MEMBER GOVERNMENTS -
NOT PRESENT**

Chaves County-Robert Corn, Commissioner
Otero County- Pam Heltner, County Mgr
Dexter- Mitch Daubert, Mayor
Hobbs-Kevin Robinson, Development Director
Jal-Bob Gallagher, City Mgr.
Lake Arthur-Ysidro Salazar, Mayor
Ruidoso-Tom Battin, Mayor

**NON-GOVERNMENT MEMBERS -
NOT PRESENT**

Chaves County-Private Sector-Phelps Anderson-
Lea County-Private Sector-Lisa Hardison
Lincoln County-Private Sector-Becky Brooks

A quorum was present with 19 of the 26 member governments represented. Two of the five Non-Government members were also present.

GUESTS and VISITORS PRESENT:

Cliff Hudson, CEO/Emerging Technologies Ventures-Guest Speaker
Debbie Hudson, President/Emerging Technologies Ventures
Adam Johnson, Senior Lending Officer, NMFA
Ivan Munoz, City of Carlsbad
Steve Henderson, Councilor/SNMEDD Treasurer-Roswell
Michael Espiritu, President/CEO, Otero County Economic Development Council
Tabatha Lawson, Executive Director, Lovington Main Street
Mara Salcido, Intern, Lovington Main Street
Ray Dean, Trustee/Town of Carrizozo
John Mulcahy, President, Economic Development Corporation for Roswell-Chaves County
Susie Galea, Mayor/City of Alamogordo
Tim Keithley, Regional Director for SE New Mexico-House Staff/Congressman Pearce
Bernadette Granger, Field Representative/Congressman Pearce/Hobbs

SNMEDD/COG STAFF PRESENT:

Hubert Quintana, Executive Director
Juliana Southerland, SBDC Business Advisor
Mary Ann Burr, SERTPO Planner
Pansy Moffitt, Office Administrator
Christine Sisneros, Office Assistant

4. Approve meeting agenda for October 10, 2014:

The agenda for the meeting was included in the board packets mailed to each Director for their review prior to the meeting. A motion was made by Steve Henderson to approve the agenda and Phil Burch seconded the motion. Motion carried.

5. Approve minutes of July 11, 2014 Meeting:

The minutes of the July 11, 2014 quarterly meeting were included in the packets mailed to each Director for their review. A motion to approve minutes was made by Gary Williams and seconded by Dave Venable. Motion carried.

6. Review and Adopt Financial Report:

Hubert reviewed Financial Report and Budget Adjustments for the Board's consideration. The District budget is right on target with revenues but there will be a change to the RTPO budget due to changes in their fiscal year. Mary Ann's salary was partially paid with District money and now all of her salary will be taken from RTPO budget. Also, there may not be as much carry over money available from last fiscal year as the State is wanting to have us use as much as possible this fiscal year and the District will look at purchasing a traffic count machine. There have been several requests for information regarding traffic counts.

Councilor Henderson inquired about State Appropriation Money, when is it scheduled to be received. Hubert stated the District should receive these monies around July but no later than October. Jim Grantner made a motion to adopt the Financial Report and Budget Adjustments and not be as Gary Williams seconded. Motion carried.

7. Appoint Nominating Committee to develop 2015 Slate of Officers:

President/Chair Marilyn Burns asked for volunteers to develop the 2015 Slate of Officers. Currently, all five counties have a representative. There were no volunteers and President/Chair Marilyn Burns stated the Executive Committee will be selecting the 2015 Slate of Officers.

8. Discussion of Legislative Concerns in District to be targeted during the upcoming Legislative Session:

Hubert opened up the floor for discussion from Board Members and attendees:

Councilor Steve Henderson/SNMEDD Treasurer/Roswell:

Mr. Henderson discussed some examples from NM Municipal League's Priority List to be brought before the upcoming Legislative Session:

1. Return to Work
2. Election Process
3. GRT on food items
4. Water Management
5. Predatory High Interest Rates by Non-Bank Entities
6. Lack of and Tax Policies in place

Mayor Venable/Cloudcroft:

1. HB 641 and how it is affecting the increase in GRT rates for communities/counties.
2. That Legislative Appropriations include administrative costs in grants.
3. Capital Outlay Request Forms contains contradictory language in regards to Executive Order.
4. No flexibility with the ICIP document.

Mayor Phil Burch/Artesia:

1. Legislators waiting for last minutes of the Session to pass bills and the consequences of not passing good legislation. Next to impossible to undo/correct legislation. Mayor Burch stated that the Municipal League will attempt to revise legislation for HB641.

2. Contradictory statements in regards to amend an ICIP.

City Manager Martin Moore/Eunice:

1. Representative Brown is trying to obtain highway safety funding and reconstruction funding for the southeastern part of the state.
2. Changing legislation regarding a lawsuit which involved the City of Eunice.

Commissioner Al Hernandez/Alamogordo:

1. Capping Interest Rates of loans by non-bank entities.

Mayor Susie Galea/Alamogordo:

1. Issues with amending ICIP.

Hubert Quintana/SNMEDD:

1. NewMARC to work on obtaining legislation for funding to go to the Council of Governments for an additional employee.
2. Delays on Communities receiving their grant agreements and issues with Fiscal Agent Agreements.

9. Ratification of Resolution R-14-01; Authorizing the Certification of the District's 2013 Capital Assets Inventory:

Phil Burch made a motion to approve Resolution R-14-01 - Certification of the 2013 Capital Assets Inventory and Dave Venable seconded. Motion carried.

10. Discuss and consider adoption of Resolution 14-02; Support Efforts for Regional Air Service to Phoenix:

Jim Grantner made a motion to approve Resolution 14-02; supporting efforts for Regional Air Service to Phoenix and Steve Henderson seconded. Motion carried.

11. Discuss and consider adoption of Resolution 14-03; Support of Law Enforcement at the Legislature.

Jim Grantner made a motion to adopt Resolution 14-03; Support of Law Enforcement at the Legislature and Phil Burch seconded. Motion carried.

12. Announce Scholarships to attend the New Mexico Infrastructure Finance Conference at Buffalo Thunder Resort and Casino, Pojoaque-October 28-30.

Hubert announced recipient of SNMEDD Scholarship for the conference – Rudy Sales, Public Works Director for the Village of Hope. Mayor Venable, Evelyn Holguin and Marty Moore received scholarships from NMML.

13. SWREDA Annual Training Conference at Wyndham River Walk in San Antonio, Texas—November 12-15—Marilyn Burns, Pansy Moffitt and Hubert Quintana.

Hubert reported conference very informative and interesting topics covered. Pedro Garza, Regional Director of EDA in Austin will be retiring in December.

14. Program and Activity Reports:

Dora Batista

Dora was on leave during the time of SNMEDD Board Meeting. A project report was provided in Board Packet for review.

Julianna Sutherland/SBDC Business Advisor

**Activity Report
New Mexico Small Business Development Center
Quarter Ending September 30, 2014**

This report includes activity for the Small Business Development Centers in the SNMEDD/COG region: Alamogordo, Carlsbad, Hobbs and Roswell.

Statistics for April 1 to June 30, 2014 for the four centers include:

189	Clients counseled
10	New businesses created
27	Jobs created
20	Training events
\$1,055,683	Capital Infusion

Staff changes:

Trish Livingston is a new Business Advisor in Alamogordo.

Other Activities:

Center Directors and Business Advisors received three full days of professional development training at the 34th annual conference of the Association of Small Business Development Centers in Dallas.

During the quarter the Lead Center presented training in:

Update to the activity tracking database

Impact Verification

Diagnostic Business Counseling.

* * *

Contact your local SBDC to learn about small business activity and resources available in your area, or for more information about any topics mentioned in this report.

Alamogordo, Sierra Duran, Director – (575) 439-3660

Carlsbad, Lisa Chavez, Director – (575) 885-9531

Hobbs, Brandon E. Hunt, Director – (575) 492-4700

Roswell, Carl Kallansrud, Director – (575) 624-7133

Mary Ann Burr

Mrs. Burr provided Board Members a written report with photos. The photos in report are of SLRP information booths at a conference and at the Eastern New Mexico State Fair. Mrs. Burr stated this was the 1st time the Region had a booth at the ENM State Fair and had received over 200 responses to SLRP comment sheets.

The meeting notes for SERTPO's Regional Working Group 6/Freight meetings provide the

Region's input to be used in NMDOT long range plans.
SERTPO meeting to be held next Wednesday which will be dedicated to transit.
SERTPO approving deadlines/due dates for Roadway, TAP, RTP applications.
There is a new program called Recreation Trails Program and Mrs. Burr has some copies of the Recreation Program guidelines available and the guidelines will be circulated to RTPO members. If you have any trails or would like to establish trails, Jolene Herrera from Las Cruces will be doing a presentation of the RT Program next week.
Upcoming activities- Booth at Safety Fest/Hobbs, Infrastructure Conference and statewide project to review all roads is coming to a close.

Christine Sisneros

Assisted Dora with paperwork for the 2014, 2013, 2012 CDBG Projects/2012, 2013 Colonias /set up filing system for Fiscal Agent Agreements. Reviewed Lake Arthur, Dexter and Otero County files in preparation of Project Manager's monitoring visit.
Attended Mayors' Summit in Artesia and toured Navajo Refinery – September 25, 2014
Assist staff members as needed making copies, e-mailing/sending out letters, printing of correspondence, filing correspondence, ordering office supplies, deposit checks, answering phones, taking messages, checking in and dispensing of mail and prepared bulk mail.
Update SNMEDD website as needed.
Update SNMEDD Directory after elections/or vacancies.

Adam Johnson

Adam reported NMFA will sponsor a Colonias Application workshop in Roswell November 4th and will inform communities that are interested in applying for funding. There will be changes coming to the Local Government Planning Fund which had denied planning applications based on data not reflective of a community's economic situation. Another change is that planning grant applications will now be accepted monthly which previously were only accepted quarterly.
Metropolitan Redevelopment Act, similar to the LEDA Act will allow more funding to become available to metropolitan areas for their infrastructure projects.
During the legislative session, NMFA will sponsor their own Public Project Revolving Loan Fund Authorization Bill, for projects requiring one million dollars or more, and have received Legislative Authorization, an entity will be authorized for the next three years to apply for funding, with no obligation to do the project, and applications under one million dollars may be turned in anytime.
At the NM Infrastructure Finance Conference being held at the Buffalo Thunder Casino/Resort, Adam will be presenting on Asset Management Plans and how to get funded. There will also be other presenters/experts on how Asset Management Plans are created and how they work. The state is working on a document providing guidelines/requirements regarding Asset Management Plans and Richard Rose of OSC will be doing this presentation. At another presentation, Adam, a Financial Advisor from RBC Capital Markets and an attorney from Sutin Thayer & Browne will advise on how communities/municipalities/counties can leverage the different tax resources to do infrastructure projects.

Adam ended with a reminder that, we are still in a low interest environment and its better to finance projects for less than more.

Pansy Moffitt

Provided Census information to one entity. Attended PERA workshop for employers. Earned a certificate for volunteer work with the NM Senior Olympics. Attended CEDS Workshops in Chaves July 8th 2014 and Lincoln County July 24th 2014. Prepared CEDS Summary sheets for Chaves and Lincoln Counties workshops. Attended Mayors' Summit September 25, 2014 and tour of Navajo Refinery in Artesia. Worked with Otero County Economic Development Council, Inc. in preparation for the Otero County CEDS workshop. The annual New Mexico Data Users Conference will be held at UNM on Thursday, November 13, 2014 7:45am to 4:30 pm.

Hubert Quintana

Hubert reported on the good attendance and feedback from CEDS meetings held in Chaves, Lincoln and Otero Counties. Additional CEDS workshops will be held in Lea and Eddy Counties in the near future. The CEDS outlines for Chaves and Lincoln have been completed and Otero County to be completed next week. The CEDS for District 6 Council of Governments will be integrated with the statewide CEDS.

Hubert has been appointed to a committee which will make recommendations on how to reform the CDBG process of applications and grants. HUD consultants will be assisting in re-vamping the process as well.

Matt Giannini, Representative for EDA informed Hubert that there is funding available for projects. Mr. Giannini stated that EDA will provide 50% funding toward application/project and the community applying will need to contribute 50% as well.

At the 2015 Legislative Session, Colonias Day will be February 19th, for those interested in participating. Governor Martinez and some of the Legislators will make time to meet during day to discuss Colonias program.

Auditors with Accounting and Consulting Group will be in the office on November 3rd to review accounts and financial information in preparation for the audit.

Hubert has been invited to present his recommendations for acquiring additional funding for the COGs to the Rural Economic Development Interim Committee on November 24th and 25th 2014 in Santa Fe.

Next week Hubert will out of the office for a few days to assist NMED. The NM Environment Dept has invited Hubert to assist and facilitate their strategic planning retreat to establishing goals for programs/projects over the next two years.

15. Program: Mr. Cliff Hudson-Emerging Technologies Ventures-Regional Economic Development Venture:

Mr. Hudson informed Board members that Emerging Technologies Ventures has been awarded a contract of \$500,000 by SBA. The state of New Mexico partnered with the City of Alamogordo to provide additional funding and a facility in which to manufacture the unmanned systems. ETV specializes in technology provided by autonomous and unmanned

systems. The Southeastern Economic Development District is a region of interest for this technology and ETV will focus on agricultural, oil/gas and environmental management industries. ETV's main goal is to provide assistance in taking technology to market through small business communities.

16. Comments/Announcements and Information Sharing:

Tim Keithley, with Congressman Steve Pearce's Roswell office shared information benefiting veterans in New Mexico. In October Congressman Pearce recently participated in a ceremony welcoming 80 veterans of World War II to the Veterans Memorial in Washington, D.C. The Honor Flight Network, a nonprofit organization, flies veterans to the Memorial for reflection of their time served and in defense of our country.

Also, Congress passed a new bill that veterans can receive medical care in their local communities if they live more than 40 miles from a VA hospital. The veterans in the southern part of New Mexico usually traveled to Albuquerque but no longer have to unless they want prefer to. Anyone wanting information about these programs, call Congressman Pearce's office.

17. Adjourn:

Meeting adjourned at 12:15p.m.

LUNCH

Members Roundtable on local government projects/activities/concerns during lunch

APPROVED:

Marilyn Burns, Board President

Date

ATTESTED BY:

Hubert H. Quintana, Secretary

Date