


<p style="text-align: center;"><b>City of Albuquerque</b></p> <p style="text-align: center;"><b>Small Business</b></p> <p style="text-align: center;"><b>Regulatory Advisory Commission</b></p>		
<p><b>Chair:</b> Kat Bloom  <b>Vice Chairman:</b> Laurene Rodriguez</p> <p><b>City Legal:</b> B. Rowland  <b>Staff:</b> F. Hermosillo  M. Mitchell  H. Hoffman</p>	<p><b>Commissioners:</b> Jason Anderson  John Crumbacher  Caren Phillips  Stacy Sacco</p>	

**December 2, 2025**

**10:30 AM – 11:30 AM**

<https://cabq.zoom.us/j/81534195663>

Meeting ID: 815 3419 5663 | Dial by your location: +1 669 444 9171 US

## MINUTES

**I. Roll Call** – Kat Bloom, Chair

**II. Approval of minutes** – Kat Bloom, Chair

**MOTION** to approve minutes: Stacy Sacco

**SECOND:** John Crumbacher

**MOTION PASSED UNANIMOUSLY**

**III. Additions/deletions to agenda** – Kat Bloom, Chair

No formal motion to approve the agenda was made.

**IV. City Update** – Frankie Hermosillo, Sr. Economic Developer, Economic Development Department

- Window Grant program is open for small businesses needing window repair or replacement. Members encouraged to share with their networks.
- Commissioners asked to submit agenda items at least ten days before meetings to ensure appropriate preparation and speakers.
- A shared resource drive for the board is being created to consolidate City links, prior presentations, and helpful contacts.
- Staff reiterates willingness to direct commissioners to the correct contacts in large departments such as Planning.

**V. Committee Update** – Kat Bloom, Chair

- Zoning subcommittee will meet December 3. Summary to be sent afterward.
- A new small business resource subcommittee will be formed to support work with the Small Business Resource Center. Kat will send an email requesting volunteers.

- A subcommittee on state permanent funds will be organized. John Crumbacher will circulate an email to gather interested members.
- Draft letter of support regarding IDO zoning updates is in progress.
  - Kat will send materials to commissioners, including a summary of EPC proposals.
  - Deadline for commissioner feedback and review: December 17.
- Discussion on developing a Small Business Impact Statement process to encourage departments to consider effects on small businesses. Kat is coordinating with City Legal and EDD on draft language.

## **VI. Open Discussion**

- Shared drive will serve as a central resource for City links, council agendas, department contacts, and prior materials.
- Commissioners share updates on small business interactions with City processes, including Planning's express permit.
- Members note opportunities to improve communication so small businesses receive clear, accurate information.
- Upcoming site visits and small business highlights are planned ahead of the January City Council meeting.
- Members reiterate the board's role as a bridge between small businesses and City departments.
- Kat announces a small SBRAC holiday gathering on December 19 at Vault.

## **VII. Adjourn**

**MOTION to Adjourn:** Kat Bloom

**SECOND:** Caren Phillips

**MOTION PASSED UNANIMOUSLY**

### **Notice to Persons with Disabilities**

If you have a disability and require special assistance to participate in this meeting, please contact Henry Hoffman as soon as possible before the meeting date at 505-768-5658.