

City of Albuquerque
Small Business
Regulatory Advisory Commission



Chair: Kat Bloom

Vice Chairman: Laurene Rodriguez

City Legal: B. Rowland

Staff: F. Hermosillo

M. Mitchell

H. Hoffman

Commissioners: Jason Anderson

John Crumbacher

Caren Phillips

Stacy Sacco

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.