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| **City of Albuquerque**  **Small Business**  **Regulatory Advisory Commission** | | COA Logo_Horizontal_EconomicDev-03 |
| **Chair: Myra Ghattas**  **Vice Chairman: Tim Nisly**  **Ex-Officio Member: Synthia R. Jaramillo**  **City Legal: Leigh Brunner**  **Staff: M. Mitchell**  **D. Sayers**  **C. Nunez** | **Commissioners: Paulette Baca**  **Matthew Biggs**  **Kenneth J. Carson**  **Cailyn Kilcup**  **Michael M. Silva Jr.  Matthew Biggs**    **Absent: Paulette Baca** | |

**September 3, 2020**

**10:07 AM – 11:06 AM**

**Zoom Conference Call**

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**AGENDA**

1. **Approval of minutes** – Chair

**MOTION** to Approve August 6th Minutes: COMMISSIONER Cailyn Kilcup

**SECOND** by COMMISSIONER Ken Carson

**MOTION PASSED UNANIMOUSLY**

1. **Additions/deletions to agenda –** Chair

* Item III “Review letter of introduction from City Council” deleted in order for commission to focus on the City and Budget Committee Update

1. **City and Budget Committee Update –** Director Jaramillo, Sr. Economic Developer Mitchell, and Small Business Office Manager Sayers
   * Budget Committee Update
     + The Executive team read through the SBRAC Memo and used the recommendations to inform their City Council Proposal
     + Total CARES Funding was $150m.
     + Administration Recommendations: Economic Development to be appropriated $4.3m in the form of small business relief. [UNOFFICIAL]
       1. Expand outdoor dining grant
       2. Marketing efforts to support small business
       3. PPE and supplies to reopen and operate safely
       4. Small business e-commerce grants
       5. Funding to help small businesses survive closures
     + Economic Development solicits recommendations from SBRAC
   * SBRAC focused on making sure small business receives the most amount of funding possible
   * Outdoor Dining Grant Report: 29 grants in the 1st round, 51 grants in the 2nd round, 40 grants in the 3rd round. Grant expansion to include food trucks and retail
   * Recommendations
     + SBRAC supports the expansion of the outdoor dining grant
     + SBRAC supports PPE
     + SBRAC supports e-commerce grants
     + SBRAC recommends funding the Microgrant Program
     + SBRAC recommends more flexible accessible cash grants
       1. Commissioner Biggs expresses that flexible cash grants have been the best option for small businesses and have the largest impact. Chair Ghattas agrees and adds that every business is different. Restrictions and limitations on grants impact businesses.
     + SBRAC recommends stopping the heavy citation. They ask for a directive that says, “Let’s not focus on that right now” or a response where free parking is available.
       1. Commissioner Kilcup brings up the point that DMD has begun ticketing vehicles with expired license registrations. “It feels so punitive.” That [ticketing] reflects on the City and the administration.
   * SBRAC revisits the memo and makes few changes
     + Add a line that the CARES small business money be passed through Economic Development.
     + Add a line that thanks the administration for the Microbusiness Grant and Outdoor Dining Grant.

**MOTION** to Approve Amendments to the Memo and Distribute to the Administration and City Council: COMMISSIONER Cailyn Kilcup

**SECOND** by COMMISSIONER Tim Nisly

**MOTION PASSED UNANIMOUSLY**

* + Commissioner Nisly asks about the budget situation for the City of Albuquerque. Director Jaramillo informs the SBRAC Commission there is a Budget Press Conference on September 3, 2020, today, at 11:30 in which a detailed budget analysis will be discussed.

1. **Committee Update –** Chair
   * Discussion about Budget Committee Update
   * Next steps
     + Tentative: SBRAC appearance at City Council meeting on Wednesday September the 9th at 3pm.
2. **Adjourn at 11:06PM**

**Notice to Persons with Disabilities**

If you have a disability and require special assistance to participate in this meeting, please contact Monica Mitchell as soon as possible before the meeting date at 505-768-3226.