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| **City of Albuquerque**  **Small Business**  **Regulatory Advisory Commission** | | Logo  Description automatically generated |
| **Chair: Myra Ghattas**  **Vice Chairman: Tim Nisly**  **Ex-Officio Member: Synthia R. Jaramillo**  **City Legal: Leigh Brunner**  **Staff: M. Mitchell**  **D. Sayers**  **C. Nunez**  **R. Griego** | **Commissioners: Paulette Baca**  **Matthew Biggs**  **Kenneth J. Carson**  **Cailyn Kilcup**  **Michael M. Silva Jr.**    **Attendance: Commissioners highlighted in yellow** | |

**October 6, 2020**

**10:00 AM – 11:00 AM**

**Zoom Conference Call**

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**AGENDA**

1. **Approval of minutes** – Chair

**MOTION** to Approve September Minutes: COMMISSIONER Matthew Biggs

**SECOND** by COMMISSIONER Cailyn Kilcup

**MOTION PASSED UNANIMOUSLY**

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

* Add Item III: City Council Overview (Short Term Rental Ordinance)

1. **City Council Overview**
   * Short Term Rental Ordinance
     + Establishes a permit and permitting fee for short term rental operators
     + Limits the occupancy number
     + Mirroring Santa Fe regulation
   * Commissioner Nisly adds that 2020 has been a tough year and not the time to add additional regulations and processes. Commissioner Nisly doesn’t feel the ordinance will be overly burdensome, however, it will be a framework to watch because more regulations could come.
   * Momentum came from vocal complaints that were directed to Councilor Gibson. Lodgers Tax Advisory Board and Visit Albuquerque were supporters of the bill.
   * Commission feels that the regulation will add more red tape in the midst of the pandemic.
   * SBO Manager will track small business-related legislation for SBRAC.
2. **Review letter of introduction from City Council**
3. **City and Budget Committee Update –** Director Jaramillo, Sr. Economic Developer Mitchell, and Small Business Office Manager Sayers
   * Plans for CARES Act Funding
   * Small Business Economic Relief Grant to be shared with City Council next week
   * One-time grants up to an aggregate amount of $10k, inclusive from City, County, and State funds
   * Eligibility
     + City of Albuquerque small businesses with 50 or fewer FTE
   * Application Process
     + Administered through Salesforce
     + Register and apply online, paper applications available as well
     + City staff and contractors will assist and guide through the process
     + Applications available in English, Spanish, and Vietnamese
   * Kick-off applications October 19th, and December 30th is the last day
   * ED is looking to administer the program efficiently and quickly
   * Amendment will need to be introduced next week to include locally owned franchises.

*Commission Questions and Comments*

* + There is no revenue cap for the program
  + Discussion about the aggregate limit for the grant program
  + ED wants to make the program as easy for small businesses to apply
  + Checks have to be cut by December 30th, or the money goes back to the Federal government
  + Commissioner Nisly expresses that he would like to see this money better funded to small businesses like retailers and restaurants
  + Chair Ghattas expresses prioritizing the people that didn’t receive any money in the first round, then moving forward with “less priority” small businesses
  + Commission feels that the aggregate amount limitation is not well received because all small businesses regardless of previous award history need assistance
  + ED to research total Bernalillo County CARES Grant amount and amount that wasn’t deployed in the first round.
  + Chair Ghattas to call Councilor Bassan on behalf of SBRAC to request a revisal of the amendment ordering an aggregate amount limit. The revisal would prioritize the businesses that didn’t receive any money in the first round, but not exclude the businesses that did receive some money.

1. **Committee Update –** Chair
   * Next steps
     + Connecting with City Councilors
2. **Adjourn at 11:18 AM**

**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.