

**CITY OF CLOVIS
ECONOMIC INCENTIVE BOARD
AGENDA**

**7:30 a.m.
Wednesday, September 9, 2020**

**North Annex
Clovis-Carver Library
701 N. Main**

1. Call to Order.
2. Roll Call.
3. Approval of Minutes of December 11, 2019.
4. Discussion and action regarding renewal of statistical data and website property database, Chase Gentry.
5. Discussion and action regarding Xenia LLC Project, Chase Gentry
6. Economic Development Fund Financial Report, Justin Howalt.
7. Update on projects/quarterly report, Chase Gentry.
8. For the good of the order.
9. Adjournment.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the City Clerk at 321 Connelly at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the City Clerk at 321 Connelly if a summary or other type of accessible format is needed.

STATE OF NEW MEXICO)
COUNTY OF CURRY) ss.

The City of Clovis Economic Incentive Board met in regular session at 7:30 a.m., Wednesday, September 9, 2020 in the North Annex, Clovis-Carver Library, 701 N. Main in full conformity with the laws of the State of New Mexico and the ordinances and resolutions of said city with the following members present:

Justin Howalt, Chairman
Vince Tyson, CIDC
Kevin Cass, District 3 (via Google Hangouts)
Raymond Mondragon, District 4
Megan Palla, Bank/Finance/Accountant
Hoyt Pattison, Industry (via telephone)
John D. Gutierrez, Utility Service Provider
Brett Johnson, County resident, Vice Chairman
Gail Tarson, District 2
Latriece Brooks, District 1

EX-OFFICIO PRESENT:

Ernie Kos, Chamber Director
Chase Gentry, CIDC Director

EX-OFFICIO ABSENT :

Charles Nwankwo, CCC President

ALSO PRESENT :

Claire Burroughes, Assistant City Manager
Vicki Reyes, Assistant City Clerk
Jared Morris, City Attorney
Commissioner Helen Casaus
Mayor Mike Morris
Sandra Taylor- Sawyer, SBDA
Terry Blaske, Bank of Clovis
Rachel Forrester, CIDC (via Google Hangouts)

Mr. Howalt called the meeting to order at 7:34 a.m. and established the presence of a quorum.

Agenda Item No. 3 – Approval of minutes of December 11, 2019

Mr. Mondragon made a motion to approve the minutes of December 11, 2019; Ms. Demaio seconded the motion, which passed by acclamation.

Agenda Item No. 4 – Discussion and action regarding renewal of statistical data and website property database

Mr. Gentry advised over the last five years they have been investing in a property database by GIS Planning Zoom Prospector, which provides data to commercial real estate for those looking to relocate or invest in the community. The renewal was up in June and they extended until the

board could meet in person to approve. It's tied into the Chamber and CIDC website. They have a live feed from the Clovis/Portales MLS and it picks up all of the commercial property that is listed in the real estate database as well any properties that CIDC adds. They use the program for the proposals that they put out. Anyone on the site can look at demographics, labor force, consumer expenditures and other data. They get a lot of calls for people looking for retail and they can pull data from this site to give to them. It's \$10,000 and last year the board approved \$9,000. They get around 125-200 uses on the site a month.

Mr. Mondragon asked how many retail inquiries they received. Mr. Gentry advised unless they call CIDC they don't know who is searching, but in the last month there were three companies that have wanted information. Mr. Mondragon asked if the \$10,000 for a 12-month period was a good investment. Mr. Gentry advised if they are going to be in the game they have to have the tools to be in the game. Part of the certification process they went through with the State Economic Development Department to be a certified economic development organization required them to have updated and consistent database and that is when they went to this system. In the past they tried to operate their own systems but it was hard to maintain. This feed is 100% up to date.

Ms. Tarson advised it would demonstrate that it's easier to do business with the community. Ms. Palla asked if the information in the tabs is current and accurate. Mr. Gentry advised every year there are estimates that are provided and all of the most up to date information is provided from the U.S. Census. His understanding is that this is the most accurate data they can provide.

Ms. Burroughes advised on the CIDC's website there is a piece about the labor force. Is that part of their information because the figures are from 2012 and 2013. Mr. Gentry advised that was not interactive but they can update it. It also provides for overlays for zones and fiber. Mr. Howalt asked if it updated when the city updated the uniformed development ordinance. Mr. Gentry advised they can give them the information and then it will be updated.

Ms. Palla asked if there were two different sources of data. Mr. Gentry advised the CIDC website was updated last year but they took the data off the old website so it is not up to date. They went out in November of last year and looked at a system but it is a large investment. If they decide to go with a premier economic development website it would cost \$20,000 a year to maintain. GIS Planning isn't part of it, but they are a partner so they could get discounts. Ms. Palla asked who maintains the CIDC website. Mr. Gentry advised they try to do most of it in office. Ms. Palla asked if they could pull the current figures off of this website and put them on the CIDC website. Mr. Gentry advised they could. Ms. Palla advised they need to match. Mr. Howalt asked if there was a way to link the two. Mr. Gentry advised they could.

Mr. Mondragon advised the department of workforce solutions put out a market analysis for the state and it shows how many jobs have been created, how many have lost jobs, etc. it could be put on as integration.

Mr. Howalt advised the site itself provides useful information they just have to make sure they don't have a duplication and misinformation.

Mr. Mondragon moved for approval of \$10,000 to renew the website property database; Mr. Johnson seconded the motion, which passed by acclamation.

Agenda Item No. 5 – Discussion and action regarding Xenia LLC Project

Mr. Gentry and Ms. Sandra Taylor-Sawyer have been working with Dinish and Perin Kumar, owners and developers of the new hotel north of Clovis that will be a dual brand hotel. They are looking at the potential for an industrial revenue bond to help them complete the project on time.

Ms. Kumar advised they are developing one hotel with two brands in the same building and is 149 rooms. They will employ 25 employees. With COVID they have gone through a lot of challenges with the project. The hotel itself is going to be a great support for Cannon Air Force Base because of a portion of it is extended stay. Mr. Gentry advised the new hotel is one of 10 in the United States. The Committee of 50 has been working on extended stay opportunities for Cannon personnel. This hotel would fit right in with this. The Kumar's have been concerned with COVID 19 and they discussed removing one floor to save costs. The only thing they could find was the industrial revenue bond to make this successful.

Mr. Howalt advised the total project cost is approximately \$18 million and they received financing through the Bank of Clovis and USDA. He asked if are they looking to refinance what they have already done. Mr. Gentry advised an industrial revenue bond is a tax exemption tool. It's a matter of the USDA and Bank of Clovis signing off on the IRB.

Mr. Howalt advised their performance was based off of 60% occupancy. Currently hotels are 75% occupancy. Are they having the same concerns with meeting the 60% occupancy load. Mr. Kumar advised long term hospitality effect is severe. It may take five years to recover the hospitality market. Ms. Kumar advised COVID has hit them with long term recovery so the IRB would provide a longer-term solution. Mr. Gentry advised it was a long-term impact and this came up because of concerns from Bank of Clovis. They were trying to find a way to bridge the gap and this was the only option available under the local incentive packages.

Mr. Johnson asked what the timeline was on the IRB. Mr. Gentry advised under the guidelines and policies they have the incentive package that offers a 20-year industrial bond, 100% abatement with a 35% payment in lieu of taxes and that is what they have requested. Mr. Howalt advised they had a breakdown of 10 years and not 20. Mr. Gentry advised this is done with the state and they typically do a 10-year analysis on a project. Mr. Howalt advised it states that the Clovis Public Schools have no costs or benefits to this, but they do receive property taxes and if they are abating property taxes that would have an impact. Mr. Gentry advised he would have to ask the person that ran this. On the model it depends on the size of the project. Based on times he has looked at this before because of the low number of employees that is why it is not showing up.

Mr. Howalt asked if there was an estimated cost and loss of potential gross receipts tax and/or property tax. Mr. Gentry advised it was stated in an email that was sent. It states the project will receive approximately \$75,000 a year abatement which would be about \$1.5 million over 20-years and \$180,000 furniture and fixture compensating tax forgiveness for the project. They did

a tax analysis and the PILOT would be around \$40,500 subject to negotiation with the IRB sub committee.

Mr. Johnson asked if they were putting a 20-year band aid on a protentional problem that may only last another year. He asked if there was something they could do to help with construction but 20 years is a long time. He asked if there was a shorter time period. Mr. Gentry advised they comply with the policies that are established and that's what this proposal is based off of. The board can offer an alternative, but it would have to go before the IRB subcommittee. Mr. Howalt advised they do have the capability to have a reduced term. Mr. Gentry advised Mr. and Mrs. Kumar will probably spend probably \$40,000-\$60,000 to get the bond issued. It was not a cheap process to make this happen. At some point if they chose to make it less it would not become very valuable at this point. They have checked with the council they use and have confirmed this has been in Albuquerque and other communities and is legal to do. The only concern the executive committee had was that it might create unfair competition with other properties in town.

Mr. Mondragon referred to the email that Mr. Gentry sent on September 2 that stated "the CIDC executive committee expressed its concern that by using the IRB for the new hotel under construction the IRB could create a conflict or unfair advantage with an existing enterprise in the community." This is the first IRB for a hotel in the city of Clovis. Are they setting precedent for any future hotels. Mr. Gentry advised anyone has the option to apply and it is up to the board to deny or approve. It is not CIDC's role to make recommendations. There was nothing expressed that this was a bad investment. Mr. Mondragon advised on the IRB process guidelines there were seven qualifying test criteria's and all seven have been passed. He asked if that was established by the committee. Mr. Gentry advised this was done through staff at their office.

Mr. Mondragon asked if this was approved through a recommendation from this board and eventually approved by the city commission then he would like to include the city commission consider the PILOT go back to the Economic Development Fund. Mr. Gentry advised under the polices the mayor would make the recommendation to the city commission.

Mr. Tyson advised an industrial revenue bond sounds like a loan, but they are only suggesting to abate the taxes. He asked if the city is going to abate the taxes then why would the PILOT not go back into a specific fund and not go back to the city. Mr. Gentry advised the IRB is a tax abatement process that was developed in the 60's. They have always done a self-funded IRB which means Bank of Clovis or USDA comes in and provides the funds. There is typically a claw back provision. When they created the Economic Incentive Board policies, they set up a standardized IRB that was for projects. The policy says the mayor will make a recommendation on where the taxes may go. They have done projects where they distributed money to the county, the city, the road fund, the water fund etc.

Mr. Mondragon asked if it would require a project participation agreement. Mr. Gentry advised it wouldn't because they are not using any LEDA funds.

Mr. Howalt asked if they don't receive approval with this will the project continue. Mr. Terry Blaske, Bank of Clovis, advised that was correct. They are extremely good operators, however,

when COVID hit it created difficulties with the project that had already started. They have sought additional injection from owners and there are other federal and state programs that are being pursued to reduce the overall loan burden.

Ms. Palla advised the IRB is being used to offset current economic crisis. In the next 20 years the city will lose approximately \$75,000 because of the current crisis. She is asked if there were other funding devices in place to help with this. She asked if they could apply in each of the cities where they currently have a hotel to receive money to currently help. Mr. Blaske advised all of those avenues have been and are being pursued. The last thing a business needs is more debt. Ms. Sandra Taylor-Sawyer, director of the Small Business Development Center, advised the grants the state has recently passed those monies are for a business that is in existence. Ms. Palla advised this group currently has multiple hotels that are operating in other locations. They are pushing that problem off on to the IRB. Ms. Taylor-Sawyer advised the current CARES Act with the state would be limited to businesses that have their gross receipts at \$2 million or less annually and 50 or less employees. So, this particular project would not qualify because the business was not in existence at that time. Ms. Palla asked if they were not allowed to apply for the money that each of the cities received. Mr. Howalt advised they could apply for the funds within this community for the business located within the city limits. Ms. Kumar advised they have applied for what they can apply for. CARES money would get disbursed to all businesses in the communities and not just hotels. Each hotel is owned by a different entity so to cross that money would not be allowed.

Mr. Howalt advised the total abatement would be \$75,000 a year. Would that make that make that big of a difference when it comes down to the operations of the hotel. Mr. Morris asked if they take into account the 35%. It would actually be around a \$43,000 tax abatement per year.

Mr. Mondragon advised they need to look at the long term. It could create more jobs, help Cannon and potential other contractors. His only concern is setting precedent, but it could open the doors for them and other hotels that might want to relocate.

Mr. Howalt advised the potential money coming out of the funds that the city received is impacting their general fund and not the LEDA fund. He cannot support 100% of the fund coming into the LEDA fund. Ms. Palla advised there will be monies going into that project so it should go back into the city general fund.

Mr. Morris advised he was told by the city's bond council that there have been a few hotels that have done this, but his was not certain that this is legal. There has never been a challenge to it.

Mr. Mondragon made a motion to proceed and approve the IRB with the recommendation that the city commission consider the funds go back to the City of Clovis. Mr. Tyson asked if the IRB could be limited to extended stay. Mr. Howalt advised it makes sense but did not know if they could do that. Mr. Morris advised he did not think there was a way to divide the two but he can contact bond council. Mr. Tyson advised if another hotel comes in then they can differentiate. Mr. Howalt advised there are arguments that can be made and things change over time.

Mr. Gentry asked if they could move forward with the resolution and have the documents go back to the IRB subcommittee. Mr. Mondragon amended his motion to approve the Xenia LLC, approve for the 100% tax exemption for the property with the payment in lieu of taxes to the city in the amount of 35% to include the bond. Mr. Morris advised they might could make it a condition of the IRB that the extended stay portion of the hotel commence and be in operation and if it is not or they change the project then they can remove the tax-exempt status. Mr. Tyson advised that was a good suggestion.

Mr. Johnson advised they are doing a 20-year fix for a one-year problem. Mr. Howalt advised they can consider the term as well. Mr. Mondragon amended his motion to move forward with presenting the resolution to the city commission; Ms. Tarson seconded the motion. Upon a roll call vote, with all voting in the affirmative with the exception of Mr. Johnson who voted against, the motion carried with a vote of 9-1.

Agenda Item No. 6 – Economic Development Fund Financial Report

Mr. Howalt advised they have \$2.38 million cash in the bank with the month ending in August. They have an actual revenue of \$92,000 with a year to date of \$183,000. Expenditures were \$19,000 and a majority of that is mowing of the industrial park. The year to date expenditures are a little over \$21,000.

Mr. Johnson asked how the GRT has been. Mr. Howalt advised the GRT has stayed steady. They saw a dip in March and then it came back up in April. They attribute this to people staying home and shopping local. Mr. Johnson asked what the lodger's tax has done. Mr. Howalt advised the lodger's tax has dropped. It was down about \$18,000.

Mr. Mondragon advised EPCOG did an economic impact analysis on CVODI and an analysis on business that received PPP if anyone wants a copy.

Agenda Item No. 7 – Update on projects/quarterly report

Mr. Gentry advised Jim Glover will go over the branding analysis. Mr. Glover advised branding is all about perceptions and from an outside looking in perception is not as strong as they would like. When the residents were asked about the community they were not strong and the military numbers were extremely negative. A very friendly and welcoming community is what the essence of the brand will be. There is a brand action plan where they identify three areas where the community working together can enhance its brand. One was through community engagement, another was through business and talent attraction and the last was talent and visitor attraction. They recommend taking a look at the brand action plan at the economic development side.

Mr. Gentry advised they have pushed an email out and on social media asking people to vote for one of the four taglines. Ms. Forrester advised the suggested brands are "A Place to Call Home", "Grow With Us", "Promising Possibilities", and "You Belong Here". They are on clovisnm.org and will be open for voting until September 14. Mr. Glover advised the next phase would be brand integration. This will be educating the community on what the brand is about, getting everyone on board and then working together continuously.

Mr. Gentry advised they have responded to a warehouse and distribution facility request for space for an 8,000 square foot building with loading docks. They are working with a company to build a project north of Clovis for a large solar power distribution system. The Grady wind project is finishing up their right of way. There is a meat packing facility in Melrose that CIDC is helping through their incentive process. They have been working with a site consultant in Dallas for a call center site location. They had four PRO's from the NM Partnership. One is a food processing and distribution company that will have 200-250 trucks a day in and out of the facility. They are looking at private land and have found a site they think will fit.

The chamber and CIDC established a Clovis Recovery Task Force in March to get information out and respond to business needs. Ms. Rachel Forrester, Public Relations and Communications Manager, advised they have a gigabit city marketing project. They have been working with the chamber and Plateau internet to create a variety of marketing materials that are meant to promote Clovis' gigabit options as a way to attract businesses. They have also been working on a community readiness bioscience certification with the NM Bioscience Authority. They have been helping communities evaluate their assets to determine whether the infrastructuring facilities are suitable to attract bioscience businesses. They met in July with the north American intelligent manufacturing initiative. They met to advise on the implementation of the 2018 New Mexico Energy Transition Act. ETA calls for New Mexico to transition to totally carbon free electricity by 2045. They also worked with the city and chamber's retail committee for a possible amendment to LEDA for retail. CIDC and the chamber sent out a survey to all New Mexico chambers and economic development organizations to get their thoughts and see if they would be willing to join a team to help support this. They have 17 groups that said they would be willing to join. The city has been working with the NMML on a draft amendment.

Agenda Item No. 8 – For the good of the order

Mayor Morris advised the city is working on a resolution to amend the LEDA statute to allow a city larger than 35,000 to support retail as economic development. A community like this should have the latitude to tailor the use of LEDA dollars. Clovis should be a retail hub and they need to make moves to maintain and bolster that position. They will have to find someone to sponsor and carry the resolution, but are hopeful.

Mayor Morris advised the commission approved a contract with Retail Strategies. The contract involves them doing research and data crunching to see what the city might be leaking outside the community in terms of money being spent outside the community. Also, to understand the capacity for recruiting. The contract will offer support for existing business as well and has a downtown component.

Mr. Howalt advised they proposed allowing local LEDA dollars up to 25% to be used on retail recruitment. Mr. Gentry asked if it would be 25% annually. Ms. Palla asked if that would include restaurants. Mayor Morris advised it would.

Agenda Item No. 9 – Adjournment

There being no further business to come before the board the meeting adjourned at 9:11 a.m.

**CITY OF CLOVIS
ECONOMIC INCENTIVE BOARD
AGENDA**

7:30 a.m. Wednesday, December 9, 2020 (VIRTUAL)

DUE TO GOVERNOR LUJAN GRISHAM'S ORDER LIMITING THE NUMBER OF ATTENDEES AT GATHERINGS, THE ECONOMIC INCENTIVE BOARD MEETING WILL NOT BE OPEN TO THE GENERAL PUBLIC. THE PUBLIC IS INVITED TO VIEW THE MEETING ON SUDDENLINK CHANNEL 10, WWW.CITYOFCLOVIS.ORG AND FACEBOOK AT CITY OF CLOVIS, NM (CITY GOVERNMENT) AND TO CALL IN QUESTIONS THEY MAY HAVE TO (575) 763-9200, WHICH WILL BE SHARED WITH THE BOARD.

1. Call to Order.
2. Roll Call.
3. Approval of Minutes of September 9, 2020.
4. Economic Development Fund Financial Report, Justin Howalt.
5. Update on projects/quarterly report, Chase Gentry.
6. For the good of the order.
7. Adjournment.

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Justin Howalt, Chairman
Vince Tyson, CIDC
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John D. Gutierrez, Utility Service Provider
Brett Johnson, County resident, Vice Chairman
Gail Tarson, District 2
Latriece Brooks, District 1
Joseph Blaschke, Bank/Finance/Accountant

ABSENT: Hoyt Pattison, Industry
Kevin Cass, District 3

EX-OFFICIO PRESENT: Ernie Kos, Chamber Director
Chase Gentry, CIDC Director
Charles Nwankwo, CCC President

ALSO PRESENT : Claire Burroughes, Assistant City Manager
Vicki Reyes, Assistant City Clerk
Rachel Forrester, CIDC
Commissioner Helen Casaus
Mayor Mike Morris
Danny Jariwala

Mr. Howalt called the meeting to order at 7:30 a.m. and established the presence of a quorum. He welcomed Mr. Blaschke to the board.

Agenda Item No. 3 - Approve of minutes of September 9, 2020

Mr. Mondragon made a motion to approve the minutes of September 9, 2020; Ms. Palla seconded the motion. Upon a roll call vote, with all voting in the affirmative, the motion passed unanimously.

Agenda Item No. 4 – Economic Development Fund Financial Report

Mr. Howalt advised the month of October 2020 ending revenues are \$88,118.59 and for the year \$358,203.51 which represents 33% of the total budgeted amount. Expenditures are \$3,699.77 and year to date expenditures are \$28,331.37. They have only expended 2 ½% of expected expenditures. Cash in bank, fund 64, is \$2,630,651.07. Mr. Mondragon asked what the expenditure was for. Mr. Howalt advised that was with Roman Well Service to check the

saturated thickness at the Wall Property and the administrative fees for the collection of the GRT owed to the state. Mr. Mondragon made a motion to approve the financial report; Ms. Tarson seconded the motion. Upon a roll call vote, with all voting in the affirmative, the motion passed unanimously.

Agenda Item No. 5 – Update on projects/quarterly report

Ms. Rachel Forrester advised CIDC has been working on an initiative to partner with Plateau to market Clovis as a location that is appropriate for people and businesses to come here to use the fiber internet capabilities. They are working on a new webpage and teaser videos to promote Clovis in a new light. They have also been working with Solo Works, Cibola County, that is a resource for people that want to receive training to work remotely and then are set up with businesses that are hiring. They hope to start a pilot project with them hopefully for Cannon spouses. Mr. Gentry advised they signed an MOU with Solo Works and they are working with the State Economic Department. Some of the funding has been proposed to be cut from the next session so there is a group working together to fight for that funding. Dona Ana County has partnered with them and have seen a lot of success.

Mr. Gentry advised they are continuing to work with a wind farm in the Grady area and are working on some solar projects. They responded to 3 PRO's from the State Economic Department Partnership on behalf of Clovis. Mayor Morris, Ms. Kos and himself met with a group at Platea about a company looking at a major data center project potentially in Clovis. They have looked at various sites that would like to be in the opportunity zone, but they are only in the first stages. They have been working with SWC on a new fire station that the county wants to put in by SWC. They are also working on the economic development profile for 2021.

CIDC has been working with Xcel on recertification of the industrial park. They are looking at flash assessment and an economic development plan that they will have ready hopefully in January.

They have a warehouse and distribution project that they are working on and CIDC has contacted land owners to see what opportunities might be available. They are working on a production facility project that is a \$1 billion. CIDC are proposing the industrial project because they would like to have rail. That will take 18-24 months if they decide to build in Clovis.

Ms. Kos and he worked with SWC on the health order. They set up a meeting with the Governor's staff regarding shut downs of industry. CIDC have been helping the chamber with the CARES package and are currently on the second round.

Xenia, LLC voted to deny the inducement resolution. They have come back with an updated plan and he is in the process of working on that. They are looking at a shorter time frame and have a letter from all of the hotel owners saying they have no objection.

He thanked advised Mr. Tyson would be moving and he thanked him for his service in Clovis. Ms. Sandra Taylor-Sawyer will be taking his place on EIB. Mr. Howalt thanked Mr. Tyson for serving on the board throughout the years. Mr. Tyson advised he would be working for another

telecommunications coop in Iowa. He thanked everyone and appreciated being able to work with everyone.

Mr. Howalt asked regarding the company they are working with to locate at the Industrial Park, if there was a timeframe for the site selection to start construction. Mr. Gentry advised their biggest problem right now is power. The second part is they are interested in renewable energy power so CIDC is looking into that as well. They may end up partnering with a wind farm or solar farm to power part of the plant. Xcel is in the process of analyzing this. Mr. Howalt asked if the city of Clovis was their number one site location. Mr. Gentry advised they are number one as long as they can meet the requirements. They have looked at other sites other than the industrial park.

Mr. Howalt advised they were working on a flash assessment with CD Labs, which stems from the city renewing their contract with CIDC. The way the city set up that contract is that year one is trying to establish the goals that they would like to obtain for the following year two and three. They have a set fee for the first year and then year two and three there will be a performance based portion of that contract. They want to identify various sectors that they want to recruit and also the jobs they would like to retain. the first step is trying to work towards establishing what the current market looks like and what they need to grow.

Agenda Item No. 6 – For the good of the order

Mayor Morris advised regarding the LEDA amendment, they have networked with different organizations around the state. There is a bill and it is co-sponsored by Senator Woods and Senator Stefanic's. This would allow communities of any size to utilize up to a 25% of their municipal LEDA to support retail as economic development. They have at least one possible sponsor on the House side.

Mayor Morris advised he was looking into the makeup of this board. Planning & Zoning and Lodger's Tax are chaired by a citizen member and while Mr. Howalt is fit to chair the board it is a little odd that they have one board chaired by the city manager. He is not sure it is appropriate from a policy standpoint to have the city manager serve as chair. Mr. Howalt advised the city has looked at eliminating staff from voting positions on boards.

Ms. Burroughes advised the commission approved a company called Retail Strategies who will look at the situation in Clovis with regard to retail. This was precipitated because of COVID. Given the economic climate and the situation at the mall, with several anchors leaving, the commission felt it was time to bring someone in. they met with leadership in the community and toured the area. They are compiling the demographics and logistics to see what is possible to bring to town. This is a great opportunity to bring retail in. they will be holding a session to help existing retail that do not have a presence online.

Mr. Mondragon advised EPCOG took on a local CARES contract with the city and they have exhausted \$70,000. They recommended 104 applications that were 71% rent, 5% water, 2% gas, 17% electric and 5% childcare. Mayor Morris thanked EPCOG for the work they did. He

advised the chamber and CIDC have been working on the business continuity grants. The chamber and SBDC are doing a great job.

Agenda Item No. 7 – For the good of the order

There being no further business to come before the board the meeting adjourned at 8:06 a.m.