



NORTH CENTRAL NEW MEXICO ECONOMIC DEVELOPMENT DISTRICT

Executive Committee Regular Meeting Minutes

Thursday, January 29, 2026, 10:00 am

Drury Plaza Hotel, 828 Paseo de Peralta, Santa Fe NM, 87501

Virtual Attendance: <https://us02web.zoom.us/j/82995230719>

Meeting ID: 829 9523 0719, Dial In: 1-719-359-4580

A. CALL MEETING TO ORDER

President Ernesto Salazar called the meeting to order at 10:00 a.m.

B. PLEDGE OF ALLEGIANCE

Director of Non-Metro AAA Danny Osborn led the Pledge of Allegiance

C. ROLL CALL

Executive Director Santiago Chavez took roll call; a quorum was achieved with six members present.

Member	Present	Absent	Notes
Linda Calhoun	X		
Lori Chatterley	X		
Dora Dominguez	X		
Thomas Garcia	X		Virtual- Arrived at 10:03 a.m.
Jim Hall	X		Arrived at 10:07 a.m.
Stephanie Martinez	X		
Ernesto Salazar	X		
Joseph Sanchez		X	Excused

Staff in Attendance: Executive Director Santiago Chavez, Finance Director David Mahooty, Non-Metro Area Agency on Aging Director Danny Osborn, Community Development Director Felicity Fonseca,

D. APPROVE AGENDA

President Ernesto Salazar requested approval of agenda presented.

Motion to approve the agenda as presented

Motion	Chatterley
Second	Martinez
Yes	6
No	0
Abstain	0

E. APPROVE MINUTES

1. December 18, 2025 Regular Meeting

Motion to approve the minutes from December 18, 2025 meeting as presented.

Motion	Calhoun
Second	Chatterley
Yes	6
No	0
Abstain	0

Vice President Thomas joined at 10:03 a.m. after the vote.

2. January 8, 2026 Special Meeting

Motion to approve the minutes from January 8, 2026 special meeting as presented.

Motion	Chatterley
Second	Martinez
Yes	7
No	0
Abstain	0

- F. PUBLIC PARTICIPATION:** Any individual who would like to address the Board will be able to do so at this time. Comments will be limited to 3 minutes. If further time is needed, concerns should be addressed to the Executive Director. **Personnel matters will not be discussed in a public meeting.**

1. Staff
2. Community

No community members signed in for public participation.

G. ACTION*/DISCUSSION ITEMS

1. Election of Officers*
- President Salazar All our slate of officers, remember our officers are voted on here at the executive level, then they're presented to the full board for final approval. Are there any of the officers that currently do not want to serve? Let us know, and we'll open up the floor to nominations.
 - Mayor Calhoun made the motion to keep the current slate of officers.

Motion to approve Election of Officers

Motion	Calhoun
Second	Chatterley
Yes	7
No	0
Abstain	0

2. NCNMEDD Comprehensive Economic Development Strategy (CEDS), 2026-2030*

- Director Felicity Fonseca- I know that, the board already approved the CEDS back in October, but we had not completed the public comment period for the CEDS, and for reasons of due diligence, I felt like I wanted to bring it back to the, the executive committee and the board for final approval. We held our 30-day public comment period. We received quite a bit of detailed feedback from the New Mexico Land Grant Council and New Mexico Acequia Association. Changes were made to the CEDS based on the public comment received. The changes were to make the language more inclusive of land grants, tribes, and special district governments. I provided a change log in the board packet, so you could see the language changes that were made. I would not consider anything to be substantial changes. as I mentioned before, I did want to bring this back to the board for final approval, just for due diligence, and we're grateful for the help of contractor Eric Gibson of Better City, for the CEDS steering committee, who helped us produce and refine the product, and all the people who participated in the development of the CEDS.

- Vice President Thomas Garcia- Questioned if it was a temporary thing, or was it approved, what was the motion? Do we have any idea?
- Executive Director Chavez- Mr. Vice President, when we first brought it, we had it as a contingent approval, and then we had some changes with the public comment period, which was After that board meeting, so we brought it back for concurrence with the board on the changelog.
- Discussion with Vice President Garcia, Secretary Dominguez, Board Member Hall, Director Fonseca and ED Chavez on timelines of the original approval and the changes on the change log. The timing of the last board meeting had approval, however the comment period was in effect. The changes were regarding comments apparently submitted by the Land Grant Council. North Central made some minor changes on the CEDS to have more inclusive language to include Land Grants.

Motion to approve CEDS as presented

Motion	Dominguez
Second	Hall
Yes	6
No	Garcia
Abstain	0

3. Contract Awards*:

a. RFP 2026-05: Grant Writing and Technical Assistance:

a. Kellogg & Sovereign Consulting

- Executive Director Chavez- This was brought before us at our last, executive committee meeting, where we had just the three others, which passed, but there was some no votes. So we're bringing all four back. We didn't put it on the consent agenda, we're bringing all four back to the full board this afternoon. If this one passes, it'll be all four. That's why we had all four scores in the packet, so I could have separated this one for just the executive committee, but we are considering Kellogg, who was not brought for consideration at the last board meeting.
- Director Felicity Fonseca- RFP 202605 was released on October 24th, and it closed on November 10th. The purpose of the RFP was to broaden our group of technical assistance providers, and specifically to recruit consultants or contractors to provide planning services such as land use codes and ordinances. Four entities responded to the RFP and as the Executive Director stated, the Executive Committee vote was not unanimous in approving the RFP, scoring, and there were also inconsistencies in the RFP scoring spreadsheet. We have corrected the spreadsheet and we are recommending that the fourth contractor be also recommended for award which is Kellogg.
- Discussion with President Salazar, Director Fonseca and ED Chavez on the technical scoring of the respondent and difference with out of state and local preference
- Discussion with Vice President Garcia on potential changes to North Central's scoring criteria moving forward to potentially include more specific metrics to help evaluate and score RFP's and ITB's in the future
- Member Hall- How much money do we get in grants? What's the scale of what we're talking about? How much are we recognized as the people who make that happen.
- Director Felicity Fonseca- The grant writers bringing in for the region about 70 million in total grant awards over a 3 year period.
- Executive Director Chavez- The \$70 million is not counting other applications that we put in quite a bit of work that we weren't awarded or weren't funded, so we're out there trying to get as much money as possible into our region. We also need to do a better job of telling our story. I'm going to be publishing a dashboard for every county that talks about how much we've touched each county, how many visits, how many hours, how many applications, and how many awards.
- Secretary Dora Dominguez- How often do you go out with an RFP? Is this an every three-year award, or is it every time a new RFP gets designed or what, drafted, you know, you're going to learn from the last time you posted the RFP. So the current one and the awards that were going to come as a result of the current RFP award is good for how long? Is it 3 years?

- Director Felicity Fonseca- I believe that once we go out to RFP, it allows us to amend or renew contracts for up to 4 years, those contractors. The last time we did an RFP was in the, like, fall, 2024, so we've only done them about once a year.
- Executive Director Chavez- recommending, and again, just to be clear, we had the other three that were approved, but we had some no votes, so we pulled it off the consent agenda for the full board. We are also recommending, Kellogg Consulting, if it approved, we would be bringing this to the full board as well.

Motion to approve RFP 2026-05

Motion	Calhoun
Second	Hall
Yes	7
No	0
Abstain	0

b. RFP 2026-06: Housing Rehabilitation and Construction: Sandoval Construction, Inc.

- Director Daniel Osborn-This RFP was put out on the 15th of December, and the deadline for quotes was on the 26th of December. We had one respondent. That'd be Sandoval Construction, so that particular entity was scored, and they passed. Now, this contract, this RFP, is for projects which are in excess of \$25,000.
- Executive Director Chavez- Mr. President, if I may, it's the second house for the ROC program. So we finished construction on the first house, and we have another house lined up, and we want to be able to utilize those, funds as soon as possible, because it's been a great, innovative, multi-faceted partnership between MFA, North Central, Colfax County, and the Town of Raton to do this kind of innovative, the restoring our community's housing program. The first house was a success, and it added a lot of other opportunities for training, for youth, and to get some work and skills and experience working on that house and that different type of partnership with MFA and that program.
- Discussion with Vice President Garcia, Secretary Dominguez, Director Osborn, and ED Chavez on the process regarding the submission of the documents, any follow up questions from the respondent and how the process had worked so far for this procurement

Motion to approve RFP 2026-06

Motion	Hall
Second	Chatterley
Yes	5
No	Garcia, President Salazar
Abstain	0

c. ITB 2026-03: Senior Home Replacement Program: Cavco Home Center

- Director Daniel Osborn- ITB 2026-03 was let on the 3rd of November of 25, and a deadline for proposals was the 20th of November. We received 3 respondents, two of which were not complete so they were not acceptable. Cavco's package was complete, they were scored accordingly, and they are there as the contractor that we're working with, they have given us a price. We have been in discussions with them to reduce that price, once we finally do get under contract.
- President Salazar Where, where is this person or company going to be providing services to? Are we dealing with a dealership?
- Member Hall- I'm going to have to recuse myself on this because I do business with Cavco.
- Discussion with Vice President Garcia, President Salazar, Housing Coordinator Sosa, Procurement Specialist Sena on who was actually on the scoring committee, how respondents were scored including a letter of

transmittal form: the current business license, the manufactured housing, dealer license, their minimum qualifications and requirement form, and campaign disclosure.

- Discussion with Board Member Chatterley, President Salazar on focusing on the respondents that meet the qualifications to be presented to the board rather than showing respondents that did not.

Motion to approve ITB 2026-03

Motion	Calhoun
Second	Dominguez
Yes	6
No	0
Abstain	Hall

4. Member Dues (Discussion)

5. FY 2025 NCNMEDD Audit deadline extended (Discussion)

6. Finance Department updates (Discussion)

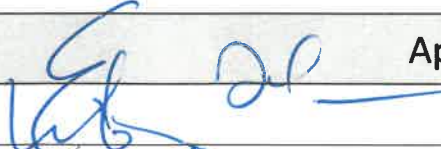
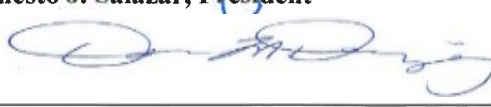
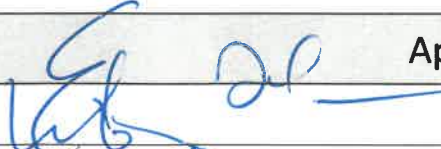
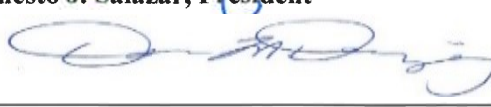
- Finance Director David Mahooty- Described details from the finance section of the Director's report, including balances and some issues that North Central had in accessing some of the system after the Federal shutdown and discussions with EDA to aid in gaining access.
- President Salazar- What is our, accounts receivable number? It changes daily, then, yeah, hopefully change to the positive for the 14. As of today, or 12/31?
- Finance Director David Mahooty- \$766,000 as of Monday when I produced the report.
- President Salazar- What's the AP number?
- Finance Director David Mahooty- We're primarily a reimbursement organization, so a majority of that is probably gone, expect us to keep about anywhere between 8% as our own, this week we received, approximately about \$70,000 so our bank balance is up this week. We are in a better cash position than we were when we made this transfer.
- Discussion with Vice President Garcia, President Salazar, Board Member Hall and Director Mahooty on bank balances, transfers and the nature of our organization as primarily a reimbursement organization and timing of reimbursements and the need to analyze the programs that North Central supports and administers

H. NEXT MEETING –February 26, 2026, 10:00 am

I. ADJOURNMENT

Motion to adjourn the meeting at 11:31 a.m.

Motion	Calhoun
Second	Chatterley
Yes	6
No	0
Abstain	Hall

Approvals	
 Ernesto J. Salazar, President	 Dora Dominguez, Secretary
 Ernesto J. Salazar, President	6/25/26 Date
 Dora Dominguez, Secretary	7.28.2026 Date