



**The Joint Trade Ports Advisory and
Strategic Economic Development Site Advisory Committees Meeting**

**Friday April 10, 2026
9:00 AM**

Microsoft Teams Meeting

Join: <https://teams.microsoft.com/meet/23104025441921?p=Hh8PaKoxPp2VNrKzs4>

Meeting ID: 231 040 254 419 21

Passcode: Jr3bi3ZC

Dial in by phone

[+1 505-312-4308](tel:+15053124308),[125053456](tel:+125053456)# United States, Albuquerque

STRATEGIC SITE READINESS MEETING AGENDA

Immediately following Trade Ports Agenda

1. Call to Order & Roll Call

Action Item

2. Approval of Agenda

Yes

Action Item

3. Approval of Minutes

3.1 Strategic Site Readiness 3/18/2026

Yes

Action Item

4. Public Comment

No

Action Item

5. Other Business

5.1 Site Readiness Fund Application Overview

No

6. Adjourn

Members:

Priscilla Lucero	Public Member, Executive Director, Southwest New Mexico Council of Governments – Chair Site Readiness
Lucinda Vargas	Public Member, College Professor of Economics, Applied Statistics, and International Business at NMSU- Vice Chair Site Readiness
Hilma Chynoweth	Public Member, Director of Strategic Development– Chair Trade Ports
Alex Nellos	Public Member, Registered Architect - Vice Chair Trade Ports
Mario Juarez- Infante	Public Member, City Manager of Sunland Park
Rob Black	Secretary, Economic Development Department
David Quintana	Acting Secretary, Department of Transportation
Jim Kenney	Secretary, Environment Department
Erin Taylor	Acting Secretary, Energy, Minerals, and Natural Resources Department
Marquita Russel	CEO, New Mexico Finance Authority
Gabriella Dasheno	Deputy Utility Division Director, Public Regulation Commission
Jonathan Macias	Designee, Department of Finance and Administration (ex officio)

List of Staff:

Brian Schath, Jackie Thornburg, Michaeleen Ramirez, Joshua Smith



**Strategic Economic Development Site Advisory Committee Meeting
Wednesday March 18, 2026
2:00 PM**

List of Staff:

Deputy Isaac Romero, Brian Schath, Jackie Thornburg, Michaelleen Ramirez, Joshua Smith

1. Call to Order & Roll Call

Jackie Thornberg performs the roll call, and the following members were in attendance: Priscilla Lucero, Lucinda Vargas, Hilma Chynoweth, Alex Nellos, Mario Juarez-Infante, Brian Schath for Jim Kenney, Erin Taylor, Marquita Russel, Gabriella Dasheno, Isaac Romero for Rob Black. Quorum established.

2. Approval of Agenda

Madam Chair Priscilla Lucero asks for a motion to approve the Agenda

Motion: Hilma Chynoweth

2nd: Brian Schath

Motion to approve the agenda carries

3. Approval of Minutes

Madam Chair Priscilla Lucero asks for a motion to approve the February 18, 2026 Meeting Minutes

Motion: Lucinda Vargas

2nd: Marquita Russel

Motion to Approve February 18, 2026 Meeting Minutes carries

4. Public Comment

No Public Comment

5. Secretary Black: Update on Site Designations

Deputy Secretary Isaac Romero states that all sites were designated and we will now start to receive applications for the funding.

6. Review and Designation of Strategic Economic Development Sites

6.1 Santa Teresa Logistics (Avila Industrial Park)

Josh Smith verbally reviews the specifications of the site. Madam Chair Priscilla Lucero asks for a motion to approve this site for certification.

Motion: Lucinda Vargas

2nd: Brian Schath

Roll Call performed and Motion to Approve the certification carries

6.2 Clovis Industrial Park

Josh Smith verbally reviews the specifications of the site. (No Ready Site Designation). Madam Chair Priscilla Lucero asks for a motion to approve this site for certification

Motion: Lucinda Vargas

2nd: Marquita Russel

Roll Call performed and Motion to Approve the certification carries

6.3 La Mesa Airfield Site

Josh Smith verbally reviews the specifications of the site. (No Ready Site Designation). Madam Chair Priscilla Lucero asks for a motion to approve this site for certification

Motion: Lucinda Vargas

2nd: Marquita Russel

Roll Call performed and Motion to Approve the certification carries

6.4 Double Eagle II

Josh Romero verbally reviews the specifications of the site. (No Ready Site Designation). Madam Chair Priscilla Lucero asks for a motion to approve this site for certification

Motion: Hilma Chynoweth

2nd: Brian Schath

Roll Call performed and Motion to Approve the certification carries

6.5 Raton I-25 Frontage Road

Josh Romero verbally reviews the specifications of the site. (No Ready Site Designation). Madam Chair Priscilla Lucero asks for a motion to approve this site for certification

Motion: Lucinda Vargas

2nd: Brian Schath

Roll Call performed and Motion to Approve the certification carries

6.6 Deming Industrial Park

Josh Romero verbally reviews the specifications of the site. (No Ready Site Designation). Madam Chair Priscilla Lucero asks for a motion to approve this site for certification

Motion: Marquita Russel

2nd: Lucinda Vargas

Roll Call performed and Motion to Approve the certification carries

7. Other Business

7.1 Update on Proposed Rulemaking Hearing

Jackie Thornberg states that there was no public comment for the Proposed Rulemaking Hearing

7.2 Vote to Adopt Site Readiness Rules

Motion: Hilma Chynoweth

2nd: Lucinda Vargas

Roll Call performed and Motion to Approve the rules carries

7.3 Global Location Strategies (GLS) In-Person Site Visits

Josh Smith states that he visited the sites

8. Adjourn

Motion: Brian Schath

2nd: Lucinda Vargas

Meeting adjourned at 2:58 pm

Madam Chair Priscilla Lucero

Date

SITE READINESS FUND APPLICATION INSTRUCTIONS

Strategic Economic Development Sites | New Mexico Economic Development Department (EDD)

APPLICATION OVERVIEW

This application is for sites that have been designated as Strategic Economic Development Sites and are requesting funding for pre-development projects. **Submit a written application (2-5 pages) addressing the sections below, plus required attachments.** Applications are reviewed by EDD staff and the Strategic Economic Development Site Advisory Committee semi-annually.

Eligible Uses: Site Readiness Funds may be used for: (1) surveying, engineering, architectural, and planning work; (2) due diligence, including environmental assessments and remediation; cultural assessments; etc (3) infrastructure improvements including roads, water, sewer, electric, gas, and broadband; (4) site preparation, grading, and drainage; (5) permitting and regulatory compliance costs.

Funds may NOT be used for: building construction, equipment purchases, or ongoing operations.

1. SITE & APPLICANT INFORMATION

Identify the strategic site name, applicant/site owner, and primary contact information (name, title, phone, email).

2. PROJECT PROPOSAL

2.1 Project Description: Describe the proposed pre-development project. Explain how it addresses key recommendations from your site characterization study and advances site readiness.

2.2 Project Activities: Detail the specific activities to be undertaken (e.g., Phase I ESA, geotechnical study, water line extension, road improvements, engineering design, permitting).

3. PROJECT BUDGET & FUNDING SOURCES

3.1 Budget: Provide an itemized project budget by major category (professional services, infrastructure improvements, site preparation, permitting, etc.) with cost estimates. Include the total project cost.

3.2 Funding Request: Specify the amount requested from the Site Readiness Fund and whether you are requesting grant, loan, or combination assistance. Indicate what percentage of total project cost the request represents.

3.3 Other Funding Sources: Identify all other funding sources including local/applicant match, other state funds, federal grants, private investment, or Public Project Revolving Fund resources. Indicate amounts and status (committed, pending, or anticipated).

4. PROJECT TIMELINE & EXPECTED OUTCOMES

4.1 Timeline: Provide estimated start and completion dates, along with key project milestones.

4.2 Expected Outcomes: Describe the anticipated site readiness level upon project completion (shovel-ready, development-ready, or enhanced readiness) and how the project removes critical development constraints or reduces time-to-market.

5. EVALUATION CRITERIA – ADDRESS EACH IN YOUR APPLICATION

Your application will be evaluated based on the following four criteria. Explicitly address how your project meets each:

Criterion 1: Addresses Characterization Study Recommendations & Leverages Other Resources (30 points)

Explain how your proposal implements key recommendations from the site characterization study, uses cost-effective solutions, and leverages matching funds, repays the fund, or other measures that maximize the impact of Site Readiness Fund dollars.

Criterion 2: Site Readiness Impact (30 points)

Describe how significantly this project advances the site toward development-ready or shovel-ready status, what critical constraints it removes (infrastructure gaps, environmental issues, access limitations, etc.), and how it reduces time-to-market for prospective developers or tenants.

Criterion 3: Economic Development Potential (20 points)

Outline the anticipated economic benefits including job creation potential, wage levels, capital investment the site could attract, alignment with state or regional economic development priorities, and target industries or business types the enhanced site will serve.

Criterion 4: Project Feasibility & Readiness (20 points)

Demonstrate the technical soundness of the project, provide realistic budget and timeline estimates, show organizational capacity to successfully execute the work, identify any permits or approvals already secured or in progress, and explain your clear path to project completion.

6. REQUIRED ATTACHMENTS

Include: (1) detailed project budget with supporting cost estimates or quotes; (2) site map showing project location and scope; (3) documentation of matching funds commitment or other funding sources; (4) letters of support from local government or community

partners (if applicable); (5) any relevant studies, engineering reports, or technical documentation.

7. CERTIFICATION & SIGNATURE

Include a signed certification statement that the information provided is true and accurate, and that you understand submission does not guarantee funding approval. Provide authorized representative name, title, organization, signature, and date.

SUBMISSION & REVIEW PROCESS

Submit applications via Submittable link

Review Timeline: Applications are reviewed quarterly by the Strategic Economic Development Site Advisory Committee. The Committee makes funding recommendations to the Secretary, who makes final approval decisions. Allow 60-90 days for initial review. You will be notified of application status and any requests for additional information.

Questions? Contact Jackie Thornburg, jackie.thornburg@edd.nm.gov for questions and technical assistance with your application.