



**Albuquerque Public Art Program  
Cultural Services Department**

**URBAN ENHANCEMENT TRUST FUND COMMITTEE MEETING**

**Monday, July 23<sup>th</sup>, 2018 4:00 p.m.**

Room 605, 6<sup>th</sup> Floor, CSD Conference Room

One Civic Plaza, NE

Albuquerque, NM 87103

**Members Present**

Steve Borbas, Dist. 7  
Carole Sullivan, Dist. 8  
Julia Youngs, Dist. 2  
Stanley Allen, Dist. 6  
Ashley Otero, Dist. 1  
Gabrielle Marie Uballez, Member-at-large  
Vacant, Dist. 3

**Staff Present**

Sherri Brueggemann, Division Manager  
Matt Carter, Project Planner/Coordinator  
Jessica Montoya, Content Contractor

**Members Absent**

John Rockwell, Dist. 4  
Nancy Zastudil, Member-at-large  
Christopher Couls, Dist. 9  
Meaghan Cavanaugh, Dist. 5

**I. Meeting Called to Order:** at 4:07 am by staff.

**II. Approval of the Agenda:** Agenda approved as submitted.

**III. Approval of Minutes: July 6<sup>th</sup>, 2018:** C. Sullivan approved the minutes. S. Borbas seconded. All approved.

**IV. Public Comment:** None.

**V. Review and Continued Discussions:**

A. M. Carter went over the UETF FY20-21 Guidelines and Application Packet: The committee discussed the suggested changes to the application emphasizing the use of impact and community verbiage. The committee reviewed the word count for several sections, along with the proper use of fiscal agents within the application. S. Allen asked to have a text box added to the front page so that if fiscal sponsor is used there is a spot to list the contact information. S. Brueggemann reviewed the cultural equity information provided by the American's for the Arts as a model, while awaiting a response from the City of Albuquerque's Cultural Equity office. G. Uballez will provide suggested question for the application under sections 2,3, 4.

**VI. New Business/ Discussions/ Updates:**

**VII. Announcements:**

- a. UETF Committee: N/A
- b. Staff: N/A

**VIII. Adjourn:** Staff adjourned meeting at 5:45 pm. Next meeting August 16<sup>th</sup> 2018 from 4:00pm - 6:00pm.

Respectfully Submitted:

Sherri Brueggemann, Public Art Urban Enhancement Division Manager