



**Albuquerque Public Art Program  
Cultural Services Department**

**URBAN ENHANCEMENT TRUST FUND COMMITTEE MEETING**

**Friday, July 6<sup>th</sup>, 2018 11:00 a.m.**

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

One Civic Plaza, NE

Albuquerque, NM 87103

**Members Present**

Nancy Zastudil, Member-at-large  
Christopher Couls, Dist. 9  
Carole Sullivan, Dist. 8  
Julia Youngs, Dist. 2  
Meaghan Cavanaugh, Dist. 5  
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**

Steve Borbas, Dist. 7  
John Rockwell, Dist. 4

**I. Meeting Called to Order:** at 11:09 am by staff.

**II. Approval of the Agenda:** C. Couls approved the agenda. C. Sullivan seconded. All approved.

**III. Election of Chair and Vice Chair:** S. Brueggemann suggested moving elections to the next meeting, when most members can be present.

**IV. Approval of Minutes- June 8<sup>th</sup>, 2018:** C. Sullivan approved the minutes. C. Couls seconded. All approved.

**V. Public Comment:** None.

**VI. Introductions/ Review and Discussions:**

A. Open Meetings Act Resolution, 2018: C. Couls motioned to adopt the open meetings act resolution. C. Sullivan seconded. All approved unanimously.

B. UETF FY 20-21 Guidelines and Application Packet: The staff reviewed all the committee guidelines to the new members. M. Carter gave the committee a general timeline of applications updates with a recommendation to have the changes completed by the end of July, allowing organizations to submit the FY20-21 UETF application during the months of August and September, and allowing the committee to review during October and November.

M. Carter reviewed the draft FY20-21 application with the committee. Discussion regarding the application occurred. C. Sullivan suggested that organizations not be allowed to submit three applications. G. Uballez suggested that only one application per organization be submitted for consideration, but if acting as a fiscal agent that organization can submit two additional applications.

Addition discussion occurred regarding what the funds can be used for, staff stated that funds can only be designated toward project funds, not operating fees or the purchasing of equipment, due to anti donation clauses. It was suggested to include a link in the application explaining the New Mexico anti donation clause. G. Uballez inquired on more information about the Equity and Inclusion department within the City, and how UETF can collaborate with them regarding UETF. S. Brueggemann stated she will reach out to that department for further information.

Several committee members would like to add to the application how organizations are measuring impact on the community. Quorum was lost at noon when C. Couls had to leave the meeting. The UETF committee continued to discuss the application with no action occurring due to loss of Quorum.

C. Review of Previous Awards: M. Carter gave the committee a running spreadsheet of all organizations that have been funded by UETF for their review.

**VII. New Business/ Discussions/ Updates:** N/A

**VIII. Announcements:** N/A

**IX. Adjourn:** Staff adjourned meeting at 12:34pm. Next meeting July 13<sup>th</sup> 2018 from 11:00am-1:00pm.

Respectfully Submitted:

Sherri Brueggemann, Public Art Urban Enhancement Division Manager

Approved: \_\_\_\_\_

Chair



\_\_\_\_\_

Date

