



**Albuquerque Urban Enhancement Program
Cultural Services Department**

**URBAN ENHANCEMENT TRUST FUND COMMITTEE SPECIAL MEETING MINUTES
January 15, 2021 1:30 – 1:00 p.m.**

Via Zoom

This meeting was recorded and will be saved until these minutes are approved

Members Present

Gabrielle Marie Uballez, Member at Large, Chair
Stanley Allen, Dist. 6, Vice Chair
Julia Youngs, Dist. 2
Madalena Salazar Dist. 7
George Heckler, Dist. 8
Andrew Lipman, Dist. 9
Nancy Zastudil, Member-at-large

Vacant, Dist. 3
Vacant, Dist. 4
Vacant, Dist. 5

Staff Present

Sherri Brueggemann, Division Manager
Isabelle Zamora, UETF Program Manager
Matt Carter, Project Manager
Karen Mazur, Assoc. Project Coord.
Madrone Matishak, Special Projects

Members Absent

Ashley Richards, Dist. 1

Guest: Elsa Menéndez

I. Meeting Called to Order: G. Uballez called the meeting to order on Zoom at 11:41 a.m.

II. Approval of Agenda: N. Zastudil moved to approve as presented; M. Salazar seconded; and all else approved.

III. Approval of November 11, 2020 Minutes: A. Lipman moved to approve as presented; J. Youngs seconded; and all else approved.

IV. Election of Chair and Vice Chair: N. Zastudil moved that the election be moved to February 19, 2021; J. Youngs seconded; and all else approved.

V. Public Comment: Elsa Menéndez gave thanks to the Board for the recovery and CARES work they provided and stressed the need for further relief for the Art Community.

VI. Project Updates:

a. Report on Recovery and CARES Funding – S. Brueggemann reported we were able to get 100% of the invoices in from all of the CARES awardees and there were only about three outstanding invoices form the Recovery Fund. It looks really good for having all of them reimbursed and have no impact on City funds.

b. Plus/Delta Topics from Last Funding Cycle - G. Uballez lead with a discussion of inclusion and asked for clarification on who gets to apply and rules of fiscal sponsorship. The next discussion was on the need for a clear scoring rubric for the applications and asked for volunteers for a subcommittee. The volunteers would work with S. Brueggemann and I. Zamora and included J. Youngs, M, Salazar, A. Lipman, N. Zastudil.

c. Past Cycles UETF Scoring Overview – M. Matishak presented an overview of past UETF scoring practices designed to inform the Board with useful information that can help see patterns over time.

d. Establish FY22-23 review timeline – S. Brueggemann suggested a timeline for discussion. With suggestions from the Board the following dates were provided:

January 25th - application goes live

February 8th - Technical Sessions for applications

February 26th - Deadline

March 25th UETF Committee review deadline,

March 29th first review meeting

With final meeting on April 2nd

April 19th - Resolution prepared and routed for introduction to City Council

Approved by City Council and ready for funds by July 1st

A. Lipman moved to approve the FY22-23 review timeline; M. Salazar seconded; and all else approved.

e. FY22-23 Funding Application Approval-S. Brueggemann shared screen of drafted application and the Board reviewed it. A. Lipman moved to approve the application; S. Allen seconded; and all else approved

VII. New Business: S. Brueggemann announced that the FY2022-23 Application would be sent out through a Wufoo form. G. Uballez stated she would like to address the UETF ordinance. She knows that it is not the intent of the City, but as it stands now, the historically marginalized groups are having to go through an extra step of finding an arts partner to apply for programing they already do. She asked staff for guidance and S. Brueggemann suggested the Board write a letter to the Mayor requesting the opportunity to work on the ordnance.

VIII. Next Regular Meeting: G. Uballez announced the next regular meeting is scheduled for February 19, 2021.

IX. Adjournment – S. Allen moved to adjourn at 1:12 p.m., M. Salazar seconded, and all else approved.

Respectfully Submitted:

Sherri Brueggemann, Public Art Urban Enhancement Division Manager

Approved: *Stanley Allen*
Stanley Allen (Feb 22, 2021 16:27 MST)
Chair

Feb 22, 2021

Date